NEW CURRICULA

Advanced Training in Occupational and Environmental Medicine

Training Application Entry Pack

RACP Specialists. Together

About this document

This pack provides information for trainees applying to enter the Occupational and Environmental Medicine (OEM) Advanced Training program under the renewed curriculum.

All applicants must complete and upload an entry form in TMP. Supporting documentation for each criterion must also be uploaded in TMP at the time of application.

For questions, contact OccEnvMed@racp.edu.au.

Contents

Introduction **3**

Entry criteria **4**

Applicants completing their postgraduate qualification **5**

Application checklist **5**

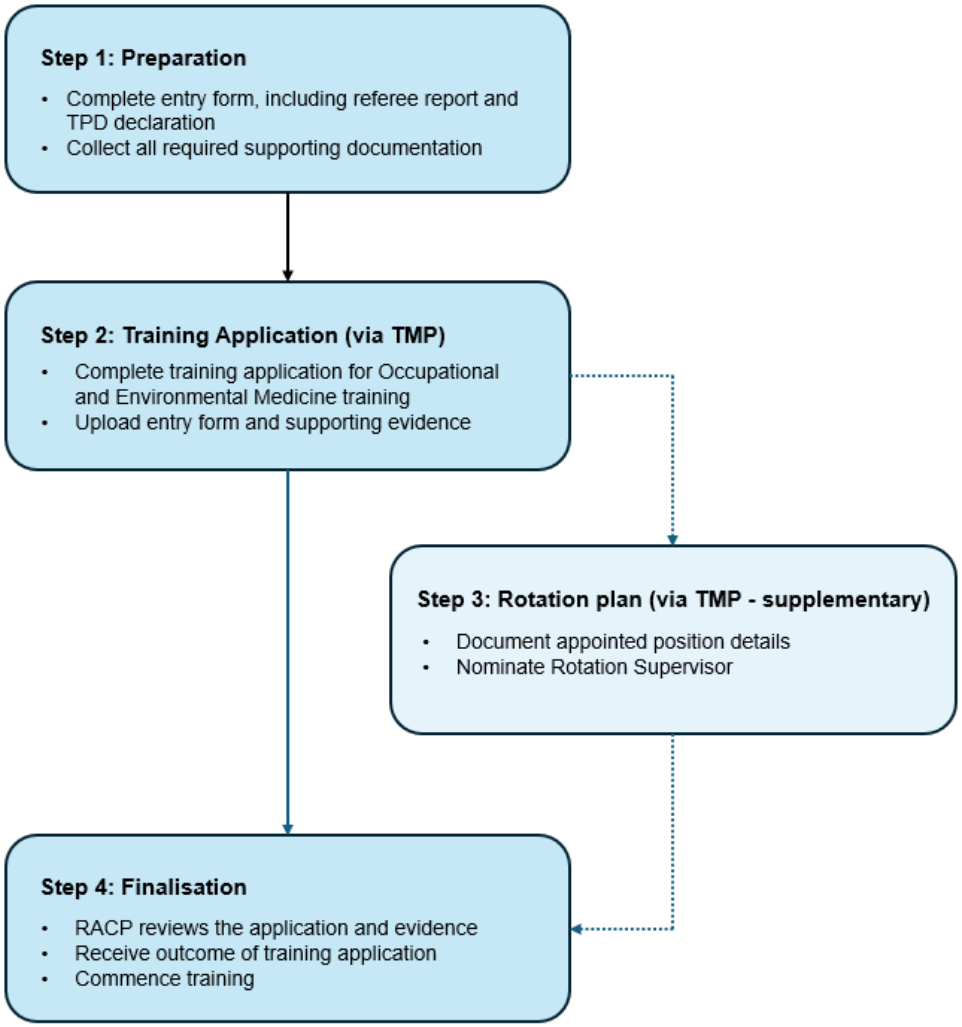
Introduction

This entry pack guides you through the Entry into the Occupational and Environmental Medicine (OEM) Advanced Training program from preparation to submission. All applications are submitted through the Training Management Platform (TMP).

As part of the application process, you will:

- review the entry criteria in the OEM curriculum
- complete the entry form
- arrange for a referee to complete the official referee report template, included within the entry form
- contact your Regional Training Program Director to complete the TPD declaration within the entry form
    - the TPD will confirm that you meet the entry criteria and that your nominated Rotation Supervisor (FAFOEM) has been approved
- collect and upload the required evidence listed in the checklist, and
- submit an application, including uploading the entry form and supporting documentation, in the TMP by the published closing dates.

Figure 1



Entry criteria

To be eligible for the OEM Advanced Training program, applicants must meet the published entry criteria and demonstrate the required professional attributes. The entry attributes and entry criteria are outlined in the Occupational and Environmental Medicine Learning, Teaching and Assessment program.

Entry attributes	Prospective trainees can demonstrate:
	• a commitment and capability to pursue a career as a physician in Occupational and Environmental medicine.
	• the ability and willingness to achieve the common learning goals for Advanced Training:
	  ◦ team leadership
	  ◦ supervision and teaching
	  ◦ the professional behaviours, as outlined in the Competencies
	• ability to clinically manage common disorders including treatment and counselling
	• proficient written and verbal communication
	• application of ethical behaviour in professional practice
	• ability to judge the worth of new information.

Entry criteria	Prospective trainees must meet all of the following criteria: • general medical registration with the Medical Board of Australia if applying in Australia, or a medical registration with a general scope of practice with the Medical Council of New Zealand and a practicing certificate if applying in Aotearoa New Zealand. • a training position in an RACP-accredited training position of employment that requires on average a minimum of 20 hours of occupational and environmental medicine practice per week. • reached an agreement with an occupational and environmental medicine Fellow (FAFOEM) to be the Educational Supervisor and have this approved by the regional Training Program Director. • completed at least three years full-time equivalent (FTE) of postgraduate general clinical experience • completed at least one year FTE experience working in a position with adequate exposure to occupational medicine. Adequate exposure is defined as at least 10 hours per week in injury management, rehabilitation management, health surveillance, and/or pre-employment checks. The year of experience with exposure to occupational medicine cannot also be counted towards the three years FTE of postgraduate general clinical experience. • completed an appropriate postgraduate course at diploma level or higher in occupational and environmental health or a related field deemed appropriate by the Faculty Training Committee — see the postgraduate qualification guidelines. • one reference from a previous employer or direct supervisor from the past 3 years which addresses the desired entry attributes.

Applicants completing their postgraduate qualification

Applicants who have not completed their postgraduate qualification at the time of application may still apply, provided they are expected to complete the qualification before commencing Advanced Training.

These applicants must provide confirmation from their university or course director of their expected completion date. Applications will remain provisionally approved until evidence of successful completion is received and verified by the RACP. Full approval must be granted before training commences.

Application checklist

This checklist summarises the eligibility criteria outlined above. Use it to confirm you have gathered all required documentation before submitting your application.

Supporting evidence must be uploaded in the Training Management Platform (TMP) at the time of application, except where applicants are awaiting completion of their postgraduate qualification, as outlined above. Some details will also be confirmed through the rotation plan in TMP.

✓	Criteria	Evidence uploaded in Training Application	Details confirmed in Rotation Plan
☐	Confirm you hold either: • General medical registration with the Medical Board of Australia (if applying in Australia), OR; • Medical registration with a general scope of practice with the Medical Council of New Zealand and a practising certificate (if applying in Aotearoa New Zealand) This will be validated via AHPRA register or MCNZ register	Registration number will be validated automatically	-
☐	Confirm details of appointment to a position in an RACP-accredited training setting or network that includes an average of 20 hours per week of OEM practice.	Evidence of appointment (e.g. letter of offer or contract)	Appointed position details recorded
☐	Confirm you have reached an agreement with an AFOEM Fellow to act as your Rotation Supervisor. Approval is confirmed via the TPD declaration in the entry form *(Note: this will be verified outside of TMP)*	Confirmed through the TPD declaration within the entry form	Nominated as 'Rotation Supervisor

☐	Submit evidence that you have completed: • at least 3 years full time (or full-time equivalent) of postgraduate general clinical experience • at least including 1 year full-time equivalent experience working in a position with adequate exposure* to OEM **Adequate exposure refers to experience of at least 10 hours per week in one or more of the following areas: injury management, rehabilitation management, health surveillance, and/or pre-employment checks.*	Evidence of primary medical degree and certificates of service confirming all training positions held and dates of postgraduate training	-
☐	Confirm completion, or expected completion before commencing training, of a postgraduate qualification (diploma level or higher) in occupational and environmental health or a related field deemed appropriate by the Faculty Training Committee – see the postgraduate qualification guidelines	Certified copy of postgraduate qualification certificate (if completed), or confirmation from the university or course director of the expected completion date (if not yet completed). Evidence of successful completion must be provided before commencing training.	-
☐	Submit a referee report from a prior employer or direct supervisor (within the last 3 years) using the provided template, addressing the entry attributes.	Completed referee report (within the entry form)	-