



ED 023 MCCC Requirements of an Extended Skills Post: Guidelines for the conduct of RACGP accreditation

1. Description

This policy describes accreditation requirements for an extended skills post (RACGP only).

2. Purpose

The purpose is to guide MCCC staff in conducting accreditations of prospective extended skills posts.

3. Scope of this policy

This policy is applicable to MCCC staff involved in the accreditation of extended skills training posts (ESP) and their prospective supervisors.

4. Procedure

The accreditation process should assess the following parameters:

1. Scope of practice: The nature and purpose of the post should be that it enhances the professional skills and experience of a registrar relevant to general practice.
2. Patient profile: The patients seen by the registrar should present for management and treatment of conditions which would be medically managed within the context of the post.
3. Orientation: An appropriate orientation to the post should be provided.
4. Accreditation of the post: Accreditation by Australian General Practice Accreditation Limited (AGPAL) or similar body or by a specialised college is required.
5. Nature of supervision required: Supervision may be undertaken by a GP with skills in the discipline pertaining to the post or a specialist medical practitioner with qualifications relevant to the post.
6. Staffing of the post: The staffing should be adequate and appropriate and understanding of the training and education needs of the registrar should exist.
7. On and off site supervision requirements: This depends on the nature of the post. MCCC recommended office hours on-site requirements for the lead supervisor or their delegates are 50% on-site supervision in months 7 – 12 (GPT2 equivalent) of training and 25% on-site supervision from month 13 (GPT3/4 equivalent). MCCC in general does not approve registrars undertaking ESPs prior to completion of GPT1 terms.
8. Registrar roster: Hours are appropriate to the needs of the post without excessive on-call and out of hours work.
9. Nature of teaching: It is recommended that regular, if possible weekly, face to face teaching is conducted with the registrar pertaining to the nature of the post. A written outline of the teaching program is required as a component of the approval process for the registrar to undertake an ESP.
10. Teaching by non-medical professionals: Where other professionals are involved in the teaching of the registrar, they should be registered by and in good standing with an appropriate professional body.
11. Facilities and resources: These need to be adequate for registrar consulting

12. Safety requirements: The post needs to outline measures in place to ensure both physical and emotional safety of the registrar where this may be a high risk post (eg custodial, psychiatric or addiction medicine service).
13. Stress and fatigue management: Appropriate monitoring needs to be in place for all registrars, particularly where the post is one of high emotional demand on the registrar (eg palliative care).

5. Related documents or websites

[ED 004 Registrar Extended Skills Post Application: Policy and Procedure](#)