



GP Registrar Supervisor Overview

Introduction		GPT & CGT 1-4	
Participants:	The GP registrar, with support from their training team retains overall responsibility for ensuring all requirements within each term are met.		
Aim:	High quality training and experience for GP registrars Supervision is defined as "The provision of guidance and feedback on matters of personal, professional and educational development in the context of the trainee's experience of providing safe and appropriate patient care"		
Outcomes:	FRACGP or FACRRM		
Supervision Model:	Accredited training post with an accredited GP supervisor		
NTGPE Contacts			
<ul style="list-style-type: none"> Executive Manager Education and Support – Christine Heatherington-Tait – christine.heatherington-tait@ntgpe.org GP Registrar Program Managers – Silvia Bretta and Sophie Hedges – registrar@ntgpe.org GP Registrar Support Team – registrar@ntgpe.org Supervisor and Practice Accreditation Manager – Kylie Roberts supervisor@ntgpe.org 		<ul style="list-style-type: none"> Lead ME Supervisor and Practice Accreditation – Dr Jenny Davis – jenny.davis@ntgpe.org Lead ME ECTV – Dr Jan Hanson – jan.hanson@ntgpe.org Director of Education and Training – Dr Frances Poliniak – frances.poliniak@ntgpe.org 	
Time	Stage	What is required	Person(s) responsible
6 Months FTE	GPT/CGT1	<ul style="list-style-type: none"> NTGPE orientation (3 days + 1 remote day) 30 Jan – 2 Feb OR Aug 7 – 10 (depending on GP training term start date) Documented practice orientation (*note NTGPE Practice Support package detailed below) GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor Onsite supervision 80% (100% for first month) Practice based teaching 3 hours per week (FTE): 1 hr face to face with GP supervisor Educational release time – 1 session a week Release for NTGPE Workshop (3 days) Apr 20-22 Release for training review meeting ECTV x 2 	NTGPE and GP registrar GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team
6 Months FTE	GPT/CGT2	<ul style="list-style-type: none"> Documented practice orientation (if changed Practice) GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor Onsite supervision 50% Practice based teaching 2 hours per week (FTE): 1 hr face to face with GP supervisor Educational release time – 1 session fortnightly Release for NTGPE Workshop (3 days) Oct 26-28 Release for training review meeting ECTV x 2 (1 should be a video ECTV) 	GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team
6 months FTE	GPT/CGT3- 4	<ul style="list-style-type: none"> Documented practice orientation (if changed practice) GP supervisor to complete 6 week, 13 week & end of term feedback forms and discuss with GP registrar GP registrar to complete 6 week, 13 week & end of term feedback forms and discuss with GP supervisor Onsite supervision 20% Practice based teaching 1 hour per week (FTE): 1 hr face to face with GP supervisor Release for Practice CCE (19 May or 16 Sep) and / or Practice StAMPs (17 Mar or 25 Aug) Release for training review meeting Complete remaining ECTV's (total 5 incl 1 video, recommended for completion in mainstream placement) Release for Completion of Training (CoT) workshop if applicable (non-mandatory) (24 Jun or 18 Nov) 	GP supervisor, practice manager, GP registrar GP supervisor and GP registrar GP registrar and GP supervisor GP supervisor GP supervisor and GP registrar Practice manager GP registrar and practice manager GP registrar, practice manager and GP registrar support team GP registrar, practice manager



6 months FTE	Extended Skills Post / Advanced Skills Training	<ul style="list-style-type: none"> • GP supervisor to develop a teaching plan (email to registrar@ntgpe.org) • GP registrar to develop a learning plan with GP supervisor (email to registrar@ntgpe.org) • Release for training review meeting • GP supervisor to complete 6 week & end of term feedback forms and discuss with GP registrar • GP registrar to complete 6 week and end of term feedback forms and discuss with GP supervisor 	GP supervisor GP registrar and GP supervisor GP registrar and practice manager GP supervisor and GP registrar GP registrar and GP supervisor
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OTHER USEFUL INFORMATION

Mandatory Terms and Completion of Training (COT)

Mandatory terms RACGP	<ul style="list-style-type: none"> • Paediatrics • General medicine • General surgery • Emergency medicine • ALS before completion of training • Exams • BLS
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Mandatory terms ACRRM	<ul style="list-style-type: none"> • General medicine • General surgery • Emergency medicine • Anaesthetics • Obstetrics & gynaecology • 2 emergency courses (1 = REST) • Advanced specialised training • Most training in rural/remote areas • 4 ACRRM online modules • Assessments
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Mandatory NTGPE requirements	<ul style="list-style-type: none"> • Educational release time according to training status • ECTV x 5 (incl 1 video) • 6 mth FTE MMM7 location and/or 12 mths MMM6 min 3 nights p/wk • 6 mth FTE AHT post, if town based AMS or FIFO min 2 days/wk over 6 mth • 125 RTO education hours • GP registrar to teach 4 sessions and provide evidence • Training review meetings and completion of training • 6 mth full time equivalent (FTE) mainstream post recommended
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Eligibility for Payments

<p>Teaching Allowance – Supervisor Practice Based Teaching (PBT)</p> <p>Training posts are required to maintain teaching logs for in-practice teaching that is occurring for GP registrars, the logs should contain the training post name, the GP registrar’s name, the date, the topic, time spent and signed by both the GP registrar and GP supervisor. As you would be aware the training post is required to provide the below protected in-practice teaching. Click here for a GPRA guide on in-practice teaching.</p> <ul style="list-style-type: none"> • GPT/CGT1 = 3 hrs in practice, 1 hr must be face to face with GP supervisor • GPT/CGT2 = 2 hrs in practice, 1 hr must be face to face with GP supervisor • GPT/CGT3-4 = 1 hr in practice, 1 hr must be face to face with GP supervisor <p>Teaching allowance is paid at \$130 per hour up to max teaching time for each stage per GP registrar (pro-rata for part time GP registrar) and will be paid to the training post at the end of the training term</p> <ul style="list-style-type: none"> • Email queries to supervisor@ntgpe.org <p>Practice Subsidy</p> <ul style="list-style-type: none"> • GPT/CGT1 = \$520 per week (pro-rata for part time GP registrars) • GPT/CGT2 = \$260 per week (pro-rata for part time GP registrars) • GPT/CGT3-4 = none <p>The practice subsidy will be paid to the training post at the end of the training term</p> <ul style="list-style-type: none"> • Email queries to supervisor@ntgpe.org

Practice Support for GP/PRRT1 term GP registrars

NTGPE is aware of the level of work that is required to orientate GP/CGTT1 GP registrars to GP training in those first few weeks and to show our support to training posts who take on this considerable task we have developed a 2-week support package. To review requirements and payments please refer to the link on the NTGPE webpage - <https://ntgpe.org/gp-supervisors/agreements-payments>.

Supervisor PD payments

Supervisor Professional Development Payment

- Regionally based supervisor professional development days – calendar year max = 12 hrs @ \$130
- Invoice to NTGPE, email to supervisor@ntgpe.org