

GPEX Remediation Policy

Note

This policy commences on 1 January 2016 and will apply to all registrars in the GPEX training program under the Australian General Practice Training (AGPT) program. This policy is intended to compliment the AGPT Remediation Policy 2017.

1. Purpose

- 1.1 To identify and manage registrars enrolled in the GPEX training program who have performance difficulties.
- 1.2 It is recognised that the quality of registrar performance may be affected by a number of different factors, which in turn may require varying remedial and reporting requirements. Registrar health, professional behaviour and clinical knowledge and skills are the principal areas that underpin performance issues.

2. Scope of this policy

This policy applies to registrars enrolled in the GPEX training program.

3. Responsibility for implementation, compliance monitoring, measuring and continual improvement

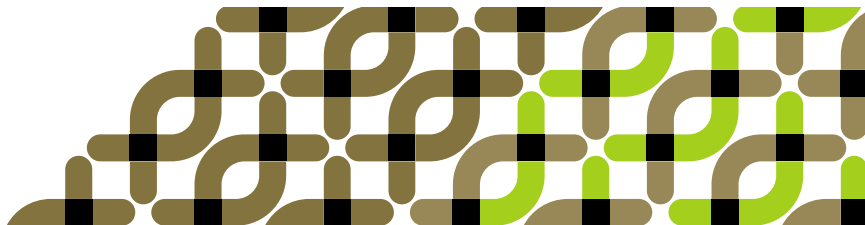
- Director of Medical Education (DOME)
- Chief Executive Officer (CEO)
- Director of Education Operations (DEO)

4. Policy statement - General

- 4.1 This policy defines the process that GPEX will use to identify and manage issues relating to registrar remediation when underperformance has been identified.
- 4.2 Registrar performance assessment will be ongoing and this is addressed in the *GPEX Performance Review Policy*.
- 4.3 Registrars may be referred to the Performance Management Panel (PMP), in accordance with the *GPEX Performance Review Policy*.

5. Remediation process

- 5.1 One or more members of the PMP will meet with the registrar to discuss the issues in question. The PMP will:



- 5.1.1 review all relevant documentation;
- 5.1.2 form a view about the content and scope of the matters of concern;
- 5.1.3 assess registrar response to performance support provided;
- 5.1.4 determine and specify the contents of a Remediation Plan (RP);
- 5.1.5 make recommendations to the CEO regarding further action.

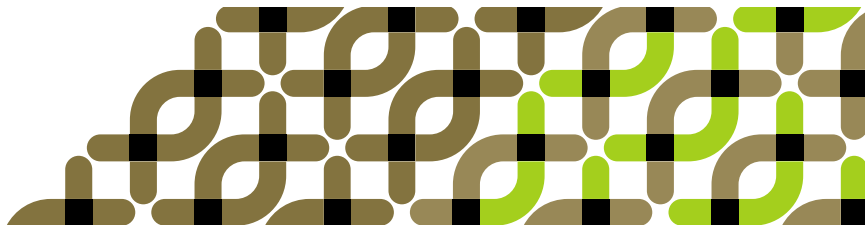
6. Remediation plans

- 6.1 Where the PMP determines that a RP be implemented, the RP will be developed between GPEx and the registrar. The RP must be submitted to Department of Health for approval and funding before it can be implemented. The RP will define required activities, outcomes and timeframes. Once a RP has been entered into, the registrar will cease to accrue training time until such time as the registrar has satisfactorily completed the agreed obligations of the RP.
- 6.2 The following are examples of activities that may be included in a RP:
 - 6.2.1 additional Direct Observation Visits (DOV) ;
 - 6.2.2 mediation between a practice, GP Supervisor and Registrar;
 - 6.2.3 educational remediation;
 - 6.2.4 mandatory extension of training time;
 - 6.2.5 additional in-practice teaching time;
 - 6.2.6 a requirement for assessment including as discussed further below.
- 6.3 GPEx will notify the respective College/s when a registrar is undertaking an approved RP.
- 6.4 Performance/progress reviews will be undertaken which will be included in the registrar's training record and a copy provided to the registrar and the PMP.

7. Assessment process

- 7.1 Following completion of the RP, the PMP may require the registrar to complete a formal assessment which may include:
 - 7.1.1 online knowledge assessment and subsequent feedback;
 - 7.1.2 multi-station assessment and feedback;
 - 7.1.3 standardised patient role plays;
 - 7.1.4 written stations;
 - 7.1.5 oral stations;
 - 7.1.6 language assessment.**
- 7.2 At the completion of the assessment GPEx will, with the advice of those involved, inform the registrar of the outcome, which may include:
 - 7.2.1 the identified performance issue has been addressed and the registrar will resume training; or
 - 7.2.2 the identified performance issue has not been addressed and the registrar may require further remediation, discretionary leave or withdrawal from training.

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8. Withdrawal

Registrars who fail or refuse to complete a RP shall be subject to withdrawal from the GPEX training program under the terms of the *GPEX Withdrawal Policy*.

9. Related documents

This policy should be read in conjunction with the following GPEX and AGPT policies:

- GPEX Performance Review Policy
- GPEX Wellbeing and At Risk Policy
- GPEX Withdrawal Policy
- AGPT Remediation Policy 2017
- AGPT Withdrawal Policy 2017