



# 2020 Selection Regulations

**2020 Regulations for Selection into 2021 Plastic &  
Reconstructive Surgical Education and Training.**

Version 3

Version 3  
18 June 2020

# 1. Introduction

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## 1.1. Definitions of Terms

- 1.1.1. **AMC** means the Australian Medical Council.
- 1.1.2. **Applicant** means an individual who applies for selection into the Plastic and Reconstructive Surgical Education and Training Program.
- 1.1.3. **ASPS** means the Australian Society of Plastic Surgeons.
- 1.1.4. **AQF** means the Australian Qualifications Framework.
- 1.1.5. **Board** means The Australian Board of Plastic and Reconstructive Surgery.
- 1.1.6. **College or RACS** means the Royal Australasian College of Surgeons.
- 1.1.7. **P&RS** means Plastic and Reconstructive Surgery.
- 1.1.8. **Selection** means selection into the accredited Plastic and Reconstructive Surgical Training Program.
- 1.1.9. **SET** means Surgical Education and Training.

## 1.2. Selection Rationale

The Australian Board of Plastic and Reconstructive Surgery selects surgical trainees annually. Two separate selection processes are conducted, one occurs in Australia, the other in New Zealand. Applicants who are applying to the New Zealand training program are not eligible to apply to the Australian training program in the same year.

The aim of the College and the Board is to select surgical trainees who possess the attributes outlined in the College Competencies. The Competencies are as follows:

- Professionalism
- Scholar/Teacher
- Health Advocacy
- Management and Leadership
- Collaboration
- Communication
- Medical Expertise
- Judgment and Clinical Decision Making
- Technical Expertise

The selection of Plastic and Reconstructive Surgery Trainees in Australia is conducted by ASPS, as a component of the service agreement between RACS and ASPS.

We endeavour to maintain the fairest possible best practice selection process for the benefit of patients, applicants and the training program. This is accomplished through the Board's annual review and refinement of the process.

## 1.3. Purpose of Regulations

These selection regulations, in combination with the RACS Policies "Selection to Surgical Education and Training" and "Aboriginal and Torres Strait Islander (ATSI) Surgical Trainee Selection Initiative" (available at [www.surgeons.org](http://www.surgeons.org)), are the final authority governing the Plastic and Reconstructive Surgical Selection Process.

## 1.4. Addendum

Refer to the Addendum in relation to selection during the COVID-19 pandemic.

## 2. Application Process Overview

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### 2.1. Relevant dates

- 2.1.1. **Registration opening date** means Mon. 6 January 2020 12:00pm AEDT.
- 2.1.2. **Registration closing date** means Mon. 3 February 2020 5:00pm AEDT.
- 2.1.3. **Application opening date** means Wed. 20 May 2020 12:00pm AEST.
- 2.1.4. **Application closing date** means Wed. 3 June 2020 12:00pm AEST.
- 2.1.5. **Offer date** means the date that selection offers are made (refer to addendum).
- 2.1.6. **Last five (5) years** means 26 March 2015 to 25 March 2020, inclusive.
- 2.1.7. **Last three (3) years** means 26 March 2017 to 25 March 2020, inclusive.
- 2.1.8. **Last two (2) years** means 26 March 2018 to 25 March 2020, inclusive.
- 2.1.9. **Notification date** means the date that correspondence is sent either by ASPS staff or a system used to manage the selection process.

### 2.2. Step 1 – Registration to RACS

- 2.2.1. To be eligible to apply for selection, an applicant must first register online at the RACS website between **Registration opening date** (see 2.1) and **Registration closing date** (see 2.1) and satisfy the RACS generic eligibility requirements posted on the RACS website and in the [Registration For Selection Into SET](#) policy.
- 2.2.2. Details of eligible registrants who indicate an intention to apply to the SET in Plastic and Reconstructive Surgery (Australia) will be forwarded to the ASPS by RACS.

### 2.3. Step 2 – Application to ASPS

- 2.3.1. Applications will be accessed online via an email link sent by ASPS. General selection information is available on ASPS website [www.plasticsurgery.org.au](http://www.plasticsurgery.org.au). **Application opening date** (see 2.1) and **Application closing date** (see 2.1).
- 2.3.2. The Board applies three selection tools in assessing an applicant's suitability for the training program: the Structured Curriculum Vitae, the Online Referee Report, and the Semi-Structured Interview. In 2020, the weighting of each of these tools is as follows:
  - 2.3.2.1. Structured CV = 20%
  - 2.3.2.2. Referee Reports = 35%
  - 2.3.2.3. Interview = 45%Refer to the relevant sections of this document for further details on each selection tool.

2.3.3. The maximum possible composite score for selection is 1,000 points.

## **2.4. Step 3 – Interviews**

2.4.1. The minimum standard for being offered an interview is defined in 7.3.3. All shortlisted applicants are entitled to an interview.

2.4.2. Interviews will be held in **September / October**.

2.4.3. Interview notifications will be sent out at least five (5) working days prior to the interview date.

2.4.4. Applicants may not necessarily be interviewed in their state of residence.

## **2.5. Step 4 – Minimum Standard for Selection**

2.5.1. Applicants will be considered to have met the minimum standard for selection where it can be demonstrated that the applicant has progressed through each selection tool and achieved at least the minimum weighted score of 65% (650 points) out of the maximum possible score in 2.3.3.

## **2.6. Step 5 – Outcome**

2.6.1. Interviewed applicants will be informed of the outcome of their application via email. For further information, refer to the Applicant Feedback section of this document.

2.6.2. Announcement of offers will be made on the **offer date** (see 2.1).

2.6.3. The number of training positions offered in Australia is determined by the number of available training positions in the following year. In 2018 there were seventeen (17) and in 2019 there were fourteen (14) positions. It is estimated that approximately twelve (12) to fifteen (15) training positions will be offered in 2020 (for 2021 intake).

## **2.7. Selection Administration**

2.7.1. All Selection correspondence will be by email. Applicants are responsible for providing a correct and secure email address.

2.7.2. The following Australian Board of Plastic and Reconstructive Surgery members participate in and are responsible for all Australian selection decisions:

2.7.2.1. Chair of the Board

2.7.2.2. Five (5) Regional Subcommittee Chairs

2.7.2.3. Executive of the Board

2.7.2.4. Other Board members as determined appropriate by the Board

2.7.3. The Board approves ASPS management the right to appoint application Assessors as determined appropriate for the selection process.

2.7.4. The persons identified in 2.7.2. may consult other persons, including administrative Assessors, as determined appropriate for the selection process.

- 2.7.5. Applicants are responsible for the submission of all supporting documentation requested prior to the application deadline. Insufficient supporting documents may result in a reduced selection score or the exclusion of the application from the selection process.
- 2.7.5.1. All documentation must be retrospective, except where noted.
  - 2.7.5.2. Evidence must be on letterhead and dated, and should be signed where applicable.
  - 2.7.5.3. All documentation must be in English, or be accompanied by a certified English translation. Translation services are available from the National Accreditation Authority for Translators and Interpreters.
  - 2.7.5.4. Further information regarding documentation can be found in *Section 5: Curriculum Vitae (CV)*.
- 2.7.6. By submitting the application, the applicant certifies that the information is correct to the best of his or her knowledge. Any intentionally misleading or falsified information will result in the application being excluded from the selection process.
- 2.7.7. The Board has the right to contact previous supervisors and employers to confirm that the information provided in the application is correct.
- 2.7.8. Applicants must notify the ASPS office, via [education@plasticsurgery.org.au](mailto:education@plasticsurgery.org.au), of any changes during the process.
- 2.7.9. Feedback to applicants is provided in accordance with *Section 8*.

## **2.8. Maximum attempt limit**

- 2.8.1. Every applicant who submits an application via the online application system, and is determined to be eligible for selection, will have that attempt counted towards a maximum attempt number (2.8.2).
- 2.8.2. The maximum eligible attempt limit is three (3) eligible attempts. Thereafter an applicant will become ineligible for selection.
- 2.8.3. Applications made prior to 2020 will not count towards the maximum limit.

## **2.9. Research into Selection Tools and Processes**

- 2.9.1. To improve the quality and efficacy of selection into surgical training, RACS and ASPS may conduct research and evaluate the performance of selection instruments and processes, Research and evaluation may include 'pilot' implementation of selection instruments or processes to study their utility in the RACS context. Applicants to SET may be invited to participate in selection research or evaluation.

## 3. Regional Preferences

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- 3.1.** Regional Preferences form part of the application to the Australian SET Program in Plastic and Reconstructive Surgery. Regional Preferences are not scored.
- 3.2.** Applicants to the Australian SET Program in Plastic and Reconstructive Surgery may indicate their preferences for up to two (2) of the following training regions:
  - 3.2.1. New South Wales (includes Australian Capital Territory)
  - 3.2.2. Victoria (includes Tasmania)
  - 3.2.3. Queensland
  - 3.2.4. South Australia (includes Northern Territory)
  - 3.2.5. Western Australia
- 3.3.** Applicants will be considered for available training posts in all regions. The Board endeavours to give successful applicants their first preference of training region but cannot guarantee this.
- 3.4.** Applicants must be willing to accept a post in any region and are expected to accept a post in any region offered, even if not listed as a preference.
- 3.5.** Regional preferences cannot be altered after the application has been submitted.

## 4. Aboriginal and Torres Strait Islander Selection Initiative

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- 4.1. RACS Council approved the Aboriginal and Torres Strait Islander (ATSI) Surgical Trainee Selection Initiative policy (ETA-SET-046). The Australian Board of Plastic and Reconstructive Surgery implemented the initiative in the 2018 selection process for the 2019 intake.
- 4.2. It is expected that there will be one (1) initiative post set aside for each annual intake.
- 4.3. Where there are more applicants eligible for an initiative post than posts available, those applicants shall be ranked against each other based on their composite selection score out the maximum points in 2.3.3. The applicant who is ranked highest will be considered for this initiative post. The remaining applicants will be considered for selection in accordance with *Section 8*.
- 4.4. Any initiative posts unfilled under this initiative will be returned to the general pool and offered to applicants in accordance with these Selection Regulations.
- 4.5. An Applicant will be considered for the initiative post if:
  - 4.5.1. They have identified themselves as Aboriginal and Torres Strait Islander during the RACS registration process, and
  - 4.5.2. They have satisfied the eligibility requirements for membership of Australian Indigenous Doctors' Association, and
  - 4.5.3. They have satisfied the minimum standard for selection as per Selection Regulation 2.5.1.

## 5. Curriculum Vitae (CV)

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- 5.1. The Curriculum Vitae (CV) forms part of the application to the Australian SET program in Plastic and Reconstructive Surgery. The maximum available score for this selection tool is 200 points.
- 5.2. The CV scoring process is designed to capture information on aspects of the applicant's surgical experience, publications and presentations, research and educational qualifications, and special skills.
- 5.3. Evidence claimed in the wrong section of the online application will not be counted towards the correct activity. Applicants are responsible for uploading their documentation correctly.
- 5.4. Applicants who are unsure whether an activity will attract points, or where to claim an activity to attract maximum points, should contact the ASPS office via [education@plasticsurgery.org.au](mailto:education@plasticsurgery.org.au).
- 5.5. CVs are scored independently by at least two (2) scorers (ASPS employees) and marks are compared for discrepancy. In the instance of a discrepancy of more than five (5) points between scorers, the final scoring decision will be made by a person specified in 2.7.2.

### 5.6. Minimum Eligibility Criteria

- 5.6.1. Applicants who meet the minimum eligibility criteria will be considered competitive in the selection process. The minimum eligibility criteria do not receive points.

#### 5.6.2. Emergency or Critical Care Rotation

Applicants must complete a rotation that meets the following criteria:

Emergency/ Critical Care Rotation	Evidence required:
Post-graduate level (PGY1+) rotation in Emergency or Critical Care <b>prior to 25 March 2020</b> (see 2.1). The term must be <b>at least eight (8) working weeks in length</b> .	Statement of Service from hospital administration identifying level of employment, length of employment and specialty working in. Prospective evidence is not valid.

- 5.6.3. The following conditions apply for Emergency and Critical Care experience:
  - 5.6.3.1. Applicants will be exempt from this requirement who are in year 3 SET or higher of a non-Plastic & Reconstructive SET training program.
  - 5.6.3.2. Emergency or Critical Care includes the following:
    - o Emergency Department (ED)
    - o Intensive Care Unit (ICU)
  - 5.6.3.3. Trauma, Burns, Cardiothoracic and Vascular unit experience are not considered as being an Emergency or Critical Care rotation.
  - 5.6.3.4. Emergency or Critical Care experience may be acquired within Australia or overseas.
  - 5.6.3.5. No credit will be given for any Emergency or Critical Care experience acquired after **25 March 2020** (see 2.1).



5.6.3.6. Combination and part-time terms will be adjusted pro-rata. For example, 20 weeks 0.5FTE in a part-time Emergency rotation will be credited as 10 weeks of Emergency experience.

#### 5.6.4. **Plastic and Reconstructive Surgery Rotation**

Applicants must complete a rotation that meets the following criteria:

<b>P&amp;RS Rotation</b>	<b>Evidence required:</b>
Post graduate level (PGY1+) rotation in Plastic & Reconstructive Surgery <b>within the last five (5) years</b> (see 2.1). The term must be <b>at least ten (10) working weeks in length, including a minimum of five (5) continuous weeks.</b>	Statement of Service from hospital administration identifying level of employment, length of employment and specialty working in. Prospective evidence is not valid.

5.6.5. The following conditions apply for surgical experience:

5.6.5.1. Surgical experience may be acquired within Australia or overseas.

5.6.5.2. No credit will be given for any surgical experience acquired after **25 March 2020** (see 2.1).

5.6.5.3. Combination and part-time terms will be adjusted pro-rata. For example, three months in a Plastic and Reconstructive and ENT Surgical rotation will be credited as 1.5 months of Plastic and Reconstructive experience.

5.6.6. Applicants will be exempt from this requirement who are:

5.6.6.1. In year 3 SET or higher of a non-Plastic & Reconstructive SET training program.

5.6.6.2. Possess a non-Plastic & Reconstructive Surgery FRACS.

5.6.6.3. Possess an overseas specialist surgical qualification.

#### 5.6.7. **Surgery In General Rotation**

Applicants must complete a rotation that meets the following criteria:

<b>Surgery in General Rotation</b>	<b>Evidence required:</b>
Post graduate level (PGY2+) rotation in any surgical specialty <b>within the last five (5) years</b> (see 2.1). The rotation/s must be <b>at least twenty-six continuous (26) working weeks in length</b> and must be <b>completed prior to 25 March 2020</b> (see 2.1).	Statement of Service from hospital administration identifying level of employment, length of employment and specialty working in. Prospective evidence is not valid.

5.6.8. The following conditions apply for surgical experience:

5.6.8.1. Surgical experience may be acquired within Australia or overseas.

5.6.8.2. No credit will be given for any surgical experience acquired after **25 March 2020** (see 2.1).

5.6.8.3. Combination and part-time terms will be adjusted pro-rata. For example, three months in a Plastic and Reconstructive and ENT Surgical rotation will be credited as 1.5 months of Plastic and Reconstructive experience.

5.6.8.4. The same surgical rotation may be claimed for more than one minimum requirement. For example, a 26 week rotation in Plastic and Reconstructive Surgery would satisfy both the “Plastic and Reconstructive Surgery Rotation” and the “Surgery In General Rotation” requirements.

5.6.9. Applicants will be exempt from this requirement who are:

5.6.9.1. In year 3 SET or higher of a non-Plastic & Reconstructive SET training program.

5.6.9.2. Possess a non-Plastic & Reconstructive Surgery FRACS.

5.6.9.3. Possess an overseas specialist surgical qualification.

5.6.10. **Surgical Examinations**

Applicants for selection must pass the following examination(s) prior to **25 March 2020** (see 2.1):

<b>Examination</b>	<b>Evidence required:</b>
RACS Surgical Sciences Exam (SSE)	Certificate of completion or letter on organisation letterhead. Prospective evidence is not valid.

*Note:* The Clinical Exam (**CE**) will become a minimum eligibility requirement for the 2021 selection (2022 intake) and future rounds. Please refer to [RACS examination page](#) for updates.

5.6.11. **Referee Reports**

Applicants must nominate the minimum number of referees in the valid date range as per selection regulation 6.3 and its subclauses.

## 5.7. Surgical Experience & Qualifications Section

5.7.1. The maximum available score for this section is 60 points.

### 5.7.2. Surgical Experience

Points will be awarded for the following surgical experience, not including experience counted towards the minimum eligibility criteria:

Surgical Experience	Evidence required:
Resident level or higher (PGY2+) experience in P&RS over the <b>last five (5) years</b> (see 2.1).	Statement of Service from hospital administration identifying level of employment, length of employment and specialty working in. Prospective evidence is not valid.
Accredited SET experience NOT in P&RS over the <b>last five (5) years</b> (see 2.1).	SET Transcript from RACS or correspondence from appropriate Specialty Society. Evidence must identify location of training, length of employment and specialty working in. Prospective evidence is not valid.
Registrar level or higher (PGY3+) experience NOT in P&RS and NOT in SET, over the <b>last five (5) years</b> (see 2.1).	Statement of Service from hospital administration identifying level of employment, length of employment and specialty working in. Prospective evidence is not valid.

5.7.3. The following conditions apply for surgical experience:

5.7.3.1. Surgical experience may be acquired within Australia or overseas.

5.7.3.2. No credit will be given for any surgical experience acquired after **25 March 2020** (see 2.1).

5.7.3.3. Credit will only be given for experience in excess of the minimum weeks required for eligibility.

5.7.3.4. Combination and part-time terms will be adjusted pro-rata. For example, three months in a Plastic and Reconstructive and ENT Surgical rotation will be credited as 1.5 months of Plastic and Reconstructive experience.

5.7.3.5. Maximum credit available for surgical experience not already used for minimum eligibility is fifteen (15) points per half year in unaccredited P&RS experience or accredited non-P&RS SET experience; five (5) points per half year experience not in P&RS and not in SET (PGY3+); three (3) points per 10 week rotation in P&RS (PGY2+).

### 5.7.4. Surgical Qualifications

Points will be awarded for the following surgical qualifications:

Surgical Qualification	Evidence required:
Non P&RS FRACS	FRACS certificate / Correspondence from RACS verifying award of Fellowship
FRACDS	FRACDS certificate / Correspondence from RACDS verifying award of Fellowship

5.7.4.1. Maximum credit available for surgical qualifications listed above is sixty (60) points.

**5.7.5. Surgical Examinations**

Points will be awarded for applicants passing the following examinations prior to **25 March 2020** (see 2.1):

<b>Examination</b>	<b>Evidence required:</b>
RACS Clinical Examination (CE)	Certificate of completion or letter on organisation letterhead. Prospective evidence is not valid.

5.7.5.1. Important note: For the 2021 selection round (2020 intake), a pass in the Clinical Examination will be a minimum eligibility requirement. Accordingly, no points will be available in that and future years.

5.7.5.2. Maximum credit available for surgical examinations listed above is two (2) points.

**5.8. Publications & Presentations Section**

5.8.1. The maximum available score for this section is 60 points.

**5.8.2. Research Publications**

Points will be awarded for the following publications:

<b>Publication</b>	<b>Evidence required:</b>
Article in a listed P&RS journal	A letter of acceptance from the journal or journal article front page with full bibliographic details including the journal impact factor in 5.8.4.
Article in other journals meeting the conditions below	A letter of acceptance from the journal or journal article front page with full bibliographic details including the journal impact factor in 5.8.4.
Case report in either a listed P&RS journal, or another journal meeting the conditions listed below	A letter of acceptance from the journal or journal article front page with full bibliographic details including the journal impact factor in 5.8.4.
Chapter in a medical or surgical textbook	A letter from the publisher showing level of contribution, plus a copy of the book chapter or full bibliographic details.

5.8.3. Articles and case reports published in a recognised peer reviewed Plastic and Reconstructive surgery journal will attract full points. The list of accepted PRS journals is:

- Aesthetic Plastic Surgery
- Aesthetic Surgery Journal
- Annals of Plastic Surgery
- ANZ Journal of Surgery
- Archives of Facial Plastic Surgery

- Australasian Journal of Plastic Surgery
- The Breast Journal
- Burns
- Clinics in Plastic Surgery
- European Journal of Plastic Surgery
- Hand
- Journal of Burn Care and Research
- Journal of Craniofacial Surgery
- Journal of Hand Surgery (European)
- Journal of Hand Surgery (US)
- Journal of Plastic, Reconstructive and Aesthetic Surgery (formerly British Journal of Plastic Surgery)
- Journal of Plastic Surgery and Hand Surgery
- Journal of Reconstructive Microsurgery
- Microsurgery
- Ophthalmic Plastic and Reconstructive Surgery
- Oral and Maxillofacial Surgery
- Plastic and Reconstructive Surgery
- Scandinavian Journal of Plastic and Reconstructive and Hand Surgery

5.8.4. Articles and case reports published in other medically-related, peer-reviewed printed journals will also attract points, provided that the Journal Impact Factor is 2.5 or greater, as published on line on the Research Gate website.

5.8.5. The following conditions apply for all research publications:

5.8.5.1. Full credit will be given for eligible publications where the applicant is the principal author. Credit may be given in increments of five (5) points to a maximum of fifteen (15) points per publication.

5.8.5.2. Partial credit will be given for eligible publications where the applicant is a subsequent author. Credit may be given in increments of two and a half (2.5) points to a maximum of seven and a half (7.5) points per publication.

5.8.5.3. An article is considered creditworthy if it is medically related and peer-reviewed containing critically assessed data and results. Book reviews, study protocols, letters to journals and abstracts will not be scored and must not be submitted.

5.8.5.4. Multiple publications with duplicate or similar topics or content will only attract credit for one (1) publication or presentation.

5.8.5.5. Publications that have been accepted for publication will be scored as if they have been published, if written proof of acceptance for publication is submitted.

5.8.6. **Research Presentations**

Points will be awarded for the following presentations:

Presentation	Evidence required:
Oral or poster presentation at a conference (*) listed below.	Correspondence from the conference certifying acceptance of presentation, or a copy of the program listing full details of the presenter and name of conference. Evidence must include the topic of the presentation.

<p>Oral or poster presentation at an international medical and surgical science conference, other than those listed below. <i>(determined by the type of event, not the location)</i></p>	<p>Correspondence from the conference certifying acceptance of presentation, or a copy of the program listing full details of the presenter and name of conference. Evidence must include the topic of the presentation.</p>
<p>Oral presentation at another Australian or New Zealand surgical science conference, including all RACS specialties and Obstetricians and Ophthalmologists.</p>	<p>Correspondence from the conference certifying acceptance of presentation, or a copy of the program listing full details of the presenter and name of conference. Evidence must include the topic of the presentation.</p>

5.8.7. (\*) Accepted events for row 1 of the table above include:

- ASPS Plastic Surgery Congress (PSC)
- Australasian Society of Aesthetic Plastic Surgery (ASAPS) annual conference
- Australian and New Zealand Burn Association (ANZBA) annual conference
- Australian Hand Surgery Society (AHSS) annual conference
- Australasian Cleft Lip and Palate Association
- Australian & New Zealand Head and Neck Cancer Society Meeting
- Asian Pacific Craniofacial Association
- International Perforator Flap Course
- New Zealand Association of Plastic Surgeons Annual Scientific Meeting (NZAPS ASM)
- Plastic Surgery, The Meeting (American ASPS' annual meeting)
- RACS Annual Scientific Congress (ASC)

5.8.8. The following conditions apply for all research presentations:

- 5.8.8.1. Applicants will receive credit for presentations and posters at events that involve competitive selection over the **last five (5) years** (see 2.1) only.
- 5.8.8.2. Where the same article has been used as a journal article and also as a presentation or poster presentation it must be submitted once only, either as a publication or a presentation. It will be allocated points once only either as a journal article, presentation or poster presentation.
- 5.8.8.3. A presentation is considered creditworthy if it is medically-related. No points will be awarded for presentations at in-house hospital meetings, Hospital Grand Rounds, Morbidity Meetings, Unit Audits or similar "domestic" venues.
- 5.8.8.4. The applicant must be the first author of the presentation or poster and deliver the presentation. Presentation may be given a maximum of eight (8) points credit, and poster may be given a maximum of four (4) points credit.
- 5.8.8.5. Presentations and posters must be directly relevant to medicine for credit to be granted.
- 5.8.8.6. Presentations at meetings are classified for credit purposes by the target audience, and not the geographical location, of the meeting.
- 5.8.8.7. Multiple presentations with duplicate or similar topics will only attract credit for one (1) presentation only.

5.8.8.8. A presentation or poster that is based on a credited publication will attract no further points and is not to be submitted.

5.8.8.9. Presentations that have been accepted for presentation at a meeting will be scored as if they have been presented, only if written proof of acceptance for presentation is provided.

5.8.8.10. Evidence must include a conference logo and/or a signature of the organiser.

## 5.9. Educational Qualifications Section

5.9.1. The maximum available score for this section is 40 points.

5.9.2. Points will be awarded for the following degrees to the maximum indicated:

Qualification	Evidence required:	Maximum Points
PhD (Medically related) (AQF = 10)	<b>If completed with thesis:</b> Transcript or testamur from University confirming awarding of the degree, plus details of thesis submitted.	Forty
	<b>If completed without thesis:</b> Transcript or testamur from University confirming awarding of the degree.	Twenty
	<b>If currently enrolled:</b> Proof of enrolment in the PhD from the University.	Fifteen
PhD (Non- medically related) (AQF = 10)	<b>If completed with thesis:</b> Transcript or testamur from University confirming awarding of the PhD, plus details of thesis submitted.	Twenty
	<b>If completed without thesis:</b> Transcript or testamur from University confirming awarding of the PhD.	Ten
Doctor of Medicine (MD), <b>except MD awarded after 2012 from UNSW</b> (AQF = 10)	<b>If completed with thesis:</b> Transcript or testamur from University confirming awarding of the Doctorate degree, plus details of thesis submitted.	Thirty five
	<b>If completed without thesis:</b> Transcript or testamur from University confirming awarding of the Doctorate degree.	Fifteen
	<b>If currently enrolled:</b> Proof of enrolment in the MD award from the University.(*)	Ten
Master of Surgery (MS) <b>OR</b> Master of Surgical Science, <b>awarded by University of Adelaide or awarded by</b>	<b>If completed with thesis:</b> Transcript or testamur from University confirming awarding of the degree, plus details of thesis submitted.	Twenty five
	<b>If completed without thesis:</b> Transcript or testamur from University confirming awarding of the degree.	Ten

<b>University of Edinburgh</b> (AQF = 9)	
Bachelor of Science (Medicine) <b>with thesis</b> <b>OR</b> Bachelor of Medical Science <b>with thesis</b> <b>OR</b> Bachelor of Medicine / Bachelor of Surgery (MBBS) <b>with thesis</b> <b>OR</b> Doctor of Medicine (MD) with thesis, <b>awarded after 2012 from UNSW</b> <b>OR</b> Master of Medicine, <b>awarded by University of Queensland</b> (AQF = 8 and 9)	Transcript or testamur from University confirming awarding of the degree, <i>plus</i> details of thesis. Ten
Diploma in Surgical Science <b>awarded by University of Edinburgh</b> (AQF = 8)	Transcript or testamur from University confirming awarding of the diploma. Two

- 5.9.3. (\*) = Points will not be awarded for enrolment in a Doctor of Medicine (MD) at the following institutions:
- 5.9.3.1. University of Melbourne if commenced after 1 January, 2010
  - 5.9.3.2. University of New South Wales if commenced after 1 January, 2013
  - 5.9.3.3. University of Western Australia if commenced after 1 January, 2014.
- 5.9.4. Unless specified in 5.9.2, points **will not** be awarded for degrees with AQF equivalent to 7 or below or for any pre-medical course leading to an undergraduate medical degree like MBBS (for example, B. Biomedical Science).
- 5.9.5. The following conditions apply for all educational qualifications not listed in 5.9.2:
- 5.9.5.1. Overseas qualifications must have been assessed by the relevant Australian authority (Department of Education and Training, Australian Government) as being equivalent to the relevant Australian Qualifications Framework (AQF) as per the table in 5.9.2.
  - 5.9.5.2. For a Master of Surgery done overseas, this degree is considered equivalent if the candidate has completed a minimum 12 months of full time study and completed a thesis. A letter from the supervisor outlining these criteria must be provided. A clinically based MS degree is not accepted.



- 5.9.5.3. For a Doctor of Medicine done overseas, the degree is considered equivalent if the candidate can outline the thesis presented for completing the degree. A letter from the university and/or supervisor outlining the work undertaken must be provided. An MD equivalent of an undergraduate qualification is not accepted.
- 5.9.5.4. For a PhD done overseas, it is considered equivalent if the candidate has completed a minimum of 3 years full time study and completed a thesis. A letter from the supervisor and/or institution outlining these criteria must be provided and proof of thesis shown.

## 5.10. Special Skills Section

5.10.1. The maximum available score for this section is 40 points.

### 5.10.2. Undergraduate Academic Awards, Medical & Surgical Awards, and Non-Medical Awards

Applicants will receive credit for the following awards and achievements:

Award	Evidence required:
<b>One or more of:</b> University Medal <b>OR</b> First Class Honours <b>OR</b> Second Class Honours <b>OR</b> Recognition from the university with acknowledgement on a merit list / dean's list	Academic transcript outlining the level of honours achieved, or university recognition for academic achievement.
Golden Key Society Membership	Gold Key Society membership or correspondence on letterhead from the university outlining achievement.
Medical Awards	Correspondence from the awarding institution for medical achievement.
Surgical Awards	Correspondence from the awarding institution for surgical achievement.
Non-medical awards with state, regional or national recognition	Correspondence from the awarding authority, or certificate of award.
Non-medical awards with local recognition	Correspondence from the awarding authority, or certificate of award.

5.10.3. The following conditions apply for awards and achievements:

- 5.10.3.1. Awards and achievements not listed will not attract points.
- 5.10.3.2. Completion of tertiary qualifications (including degrees, masters degrees, etc) will not attract points in this section.
- 5.10.3.3. Evidence dated after **25 March 2020** is not valid.
- 5.10.3.4. A maximum total of five (5) credit points will be awarded for each category 'Undergraduate Awards' and 'Medical and Surgical Awards'.

5.10.3.5. A maximum total of four (4) credit points will be awarded for the category 'Non-medical Awards'.

#### 5.10.4. Positions Held

Applicants will receive credit for the following positions held:

Position	Evidence required:
Paid medical manager or assistant medical manager (minimum 6 months)	Letter from the employer on letterhead detailing the applicant's managerial responsibilities during the time spent in the position.
Leadership position on a medical or surgical committee / board (minimum 6 months)	Letter from the organisation detailing the applicant's position on the committee, time spent on the committee undertaking community work, and details of the organisation.
Clinical teaching or anatomy demonstrating position in an accredited higher education institution (minimum 6 months)	Letter from the organisation detailing the applicant's position in the organisation, time spent in the organisation undertaking clinical teaching or anatomy demonstrating, and details of the organisation.
Unpaid part-time volunteer work in a not-for-profit organisation (minimum 6 months)	Letter from the organisation detailing the applicant's position in the organisation, time spent in the organisation undertaking volunteer work, and details of the organisation.
Continuous, full-time unpaid volunteer work in a not-for profit organisation (minimum 2 weeks) <i>Examples include volunteer humanitarian missions to developing nations.</i>	Letter from the organisation detailing the applicant's position in the organisation, time spent in the organisation undertaking volunteer work, and details of the organisation.

5.10.5. The following conditions apply for positions held:

- 5.10.5.1. Medical management positions must be paid.
- 5.10.5.2. Organisational leadership, clinical teaching and anatomy demonstrating positions are subject to investigation by the Board. Points will be awarded at the Board's discretion.
- 5.10.5.3. Membership of a charity only will not attract points. Applicants must demonstrate active participation over a period of at least 6 months.
- 5.10.5.4. Cash donations will not attract points.
- 5.10.5.5. Blood or organ donation will not attract points.
- 5.10.5.6. Paid work in a not-for-profit organisation will not attract points.
- 5.10.5.7. Mandatory service will not attract points.
- 5.10.5.8. Evidence dated after **25 March 2020** is not valid.
- 5.10.5.9. Offers for positions without proof of service fulfilled is not valid.
- 5.10.5.10. A maximum total of four (4) credit points will be awarded for each category of 'Leadership position' and 'Clinical Teaching or Anatomy Demonstration' position.

5.10.5.11. A maximum total of three (3) credit points will be awarded for each category of 'Medical or Surgical Leadership' and 'Volunteer' positions.

#### 5.10.6. Post-Secondary Skills

Applicants will receive credit for the following skills:

Skill	Evidence required:
Sporting achievements (National representative level)	Certificate of participation or accomplishment award on organisation letterhead.
Sporting achievements (State representative level)	Certificate of participation or accomplishment award on organisation letterhead.
Language Skills	Applicants must provide evidence of course completed (with level) and/or a certificate of proficiency, on organisation letterhead.

5.10.7. The following conditions apply for skills:

5.10.7.1. Only post-secondary awards are eligible for points.

5.10.7.2. Coaching achievements at a State or National representative level will attract points.

5.10.7.3. Individual (non-team) sports will not attract points.

5.10.7.4. Casual sporting activities will not attract points.

5.10.7.5. Language skills must be at a minimum of "conversational". This is equivalent to a Certificate III in the Australian Qualifications Framework (AQF = 3), or level B in the Common European Framework of Reference for Languages. The discretion of the markers will be used to determine the equivalent level for evidence presented.

5.10.7.6. English language skills will not attract points.

5.10.7.7. Evidence dated after **25 March 2020** is not valid.

5.10.7.8. A maximum combined total of three (3) credit points will be awarded for language skills and sporting achievements.

#### 5.10.8. Medical Courses & Conferences Attended

Applicants will receive credit for the following courses and conferences:

Course / Conference	Evidence required:
Medical courses including (or equivalent to): <ul style="list-style-type: none"> <li>• ASSET</li> <li>• BSS</li> <li>• CCrISP</li> <li>• CLEAR</li> <li>• EMSB</li> <li>• EMST</li> <li>• Statistics for Surgeons</li> </ul>	Certificate of completion or RACS transcript outlining courses completed.
Any surgical skills course, medically-related ethical skills course, medical management course, or anatomy course not outlined above.	Certificate of completion or RACS transcript outlining courses completed.

Plastic Surgery Congress (PSC)	Proof of registration or attendance at the meeting.
Other Plastic Surgery meeting or conference (state, national or international) that meets the conditions below	Proof of registration or attendance at the meeting.
RACS Annual Scientific Conference (ASC)	Proof of registration or attendance at the meeting.

5.10.9. The following conditions apply for courses and conferences:

- 5.10.9.1. Mandatory basic knowledge courses (such as radiation safety or x-ray interpretation) will not attract points.
- 5.10.9.2. The BASIC course will not attract points.
- 5.10.9.3. The EMSB Instructor course will not attract points.
- 5.10.9.4. Operating with Respect e-module will not attract points.
- 5.10.9.5. No points will be awarded for attendance at hospital grand rounds, morbidity meetings, unit audits or other such “domestic” venues.
- 5.10.9.6. Other Plastic Surgery meetings which attract points include meetings relating to:
  - Aesthetic surgery
  - Burns surgery
  - Craniomaxillofacial surgery
  - Hand surgery
  - Head & neck surgery
  - Microsurgery.
- 5.10.9.7. Virtual meetings or conferences will attract points at the same rate as physical meetings.
- 5.10.9.8. A maximum combined total of eight (8) credit points will be awarded for Medical Courses attended.
- 5.10.9.9. A maximum combined total of five (5) credit points will be awarded for Medical Conferences attended over the **last five (5) years** (see 2.1).

## 6. Referee Reports

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- 6.1.** The Referee Reports (RR) form part of the application to the Australian SET program in Plastic and Reconstructive Surgery. The maximum available score for this selection tool is 350 points.
- 6.2.** The Referee Report is a confidential report gathered from several evaluators who are familiar with the professional and/or technical capabilities of the applicant. The report is an indicator of applicant skills and is divided into several categories of professionalism.
- 6.3. Contacts Required for the Referee Report**

6.3.1. Applicants must provide the following information:

<b>Referees</b>	<b>Evidence required:</b>
<b>All</b> P&RS Consultants from the most recent plastic & reconstructive surgical term.	Correct information for each referee, including current email address. Identifying which consultants an applicant <b>did and did not</b> work with.
<b>No less than three (3) and no more than five (5)</b> consultants worked with from <b>each</b> surgical term over the <b>last three (3) years</b> (in 2.1.7). <i>This includes consultants from P&amp;RS and non-P&amp;RS terms.</i>	Correct information for each referee, including current email address. Where there have been fewer than three (3) consultants in a rotation, the applicant must indicate the reason or reasons on the RR Excel form.
<b>At least one (1)</b> of the following (or equivalent) from <b>each</b> surgical term over the <b>last two (2) years</b> (in 2.1.8): <ul style="list-style-type: none"><li>• Clinical nurse unit manager</li><li>• Charge nurse</li><li>• Clinical nurse consultant</li><li>• Unit nurse</li></ul>	Correct information for each referee, including current email address.

6.3.2. The following conditions apply for all referees listed:

- 6.3.2.1. Board Members are not permitted as referee nominations and will not be considered a valid referee.
- 6.3.2.2. A minimum total of 8 consultants and 2 nurse referees must be nominated by the applicant.
- 6.3.2.3. Prior to submission of an application, applicants must contact each referee and obtain their current email address and mobile telephone number.
- 6.3.2.4. Applicants must confirm that each of the consultants and nurses nominated as referees have been contacted by the applicant prior to the submission of their application **and have been informed that they may be contacted as a referee by ASPS during the selection process**.
- 6.3.2.5. Applicants may be excluded from the selection process if misleading or incorrect contact information is provided.

- 6.3.2.6. The referees nominated by an applicant must be persons who are able to assess performance in a plastic surgery or other type of surgical unit within a public hospital environment or a recognised plastic surgery training unit within a private hospital, otherwise the referee will not be a valid referee.
- 6.3.2.7. The surgical referees nominated by an applicant must be employed in a plastic surgery or other type of surgical unit within a public hospital environment or a recognised plastic surgery training unit within a private hospital, otherwise the referee will not be a valid referee.
- 6.3.2.8. The surgical referees nominated by an applicant for experience gained in Australia or New Zealand must be Fellows of the Royal Australasian College of Surgeons (FRACS) and satisfy 6.3.2.6 and 6.3.2.7.
- 6.3.2.9. The surgical referees nominated by an applicant for experience gained while overseas (not in Australia and New Zealand) must be Fellows of the relevant national surgical college or members of the relevant national specialty society or association and satisfy 6.3.2.6 and 6.3.2.7.
- 6.3.2.10. International Medical Graduates (IMGs) on a pathway to specialist recognition in Australia or New Zealand will not be considered a valid referee.
- 6.3.2.11. Vocationally registered doctors in New Zealand will not be considered a valid referee.
- 6.3.2.12. Referees nominated by an applicant must have worked with the applicant prior to **17 April 2020** and for a minimum of 10 working weeks in the valid period (see 6.3.1), excluding leave, to be considered valid.

#### **6.4. Referee Report Information**

- 6.5. No further referee nominations will be accepted after the **Application closing date**.
- 6.6. The Board will collect all Online Referee Reports and applicants will not be involved in the confidential collection process.
- 6.7. Online Referee Report evaluators will be selected by individuals listed in selection regulation 2.7.2.
- 6.8. The Board will choose eight (8) surgical consultants and two (2) nurses to contact from the information provided by the applicant. The Board may contact hospital units and Consultants to ensure that the information provided about the applicant's history is correct.
- 6.9. The Board will upload to RACS all evaluators selected for applicants by a date determined by RACS. No further evaluators will be uploaded beyond that date.
- 6.10. The Board Chair, or Board Executive, will confirm if an applicant is to be excluded from the selection process due to insufficient or invalid information.
- 6.11. The Board will endeavour to include at least two (2) P&RS Consultants in the final report for each applicant.
- 6.12. If the minimum number of valid reports (4 consultants and 1 nurse) is not submitted by the referee report closing date, the application will be excluded from the selection process.
- 6.13. Any Consultant report that is less than seventy five percent (75%) complete (15 out of 20 questions answered) will be considered invalid. Any nurse report that is less than seventy five percent (75%) complete (6 out of 8 questions answered) will be considered invalid.

# 7. The Semi-Structured Interview

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**7.1.** The Interview forms part of the application to the Australian SET Program in Plastic and Reconstructive Surgery. The maximum available score for this selection tool is 450 points.

**7.2.** The interview is designed to enable an interview panel to evaluate non-technical professional skills and to provide the applicant with an opportunity to demonstrate his or her professional behaviours.

## **7.3. Selection for Interview**

7.3.1. The number of interviews is capped at three (3) interviews per one (1) training position available.

7.3.2. Not all applicants will receive an interview during the selection process. Gaining an interview in one year does not guarantee an applicant will be invited to interview in subsequent application.

7.3.3. Applicants must be ranked equal to or above the number in 7.3.1 to be invited to interview.

## **7.4. Interview Information**

7.4.1. It is the responsibility of the applicant to arrive fifteen (15) minutes prior to the interview. Applicants who do not arrive by this time with photo identification (driver's license or passport) will not be considered further in the Selection process.

7.4.2. It is anticipated that interviews will be conducted face-to-face in capital cities, and subject to COVID-19 regulations.

7.4.2.1. Where an applicant is unable to attend a face-to-face interview due to travel restrictions, a technology-assisted interview will be arranged.

7.4.2.2. Where an applicant is unable to attend a face-to-face due to illness, a technology-assisted interview may be arranged. The applicant must inform the Board immediately of their illness with supporting medical evidence. If there are health and safety concerns, the application may be removed from this selection round. In such cases, the maximum attempt clause will be waived (see 2.8).

7.4.2.3. Applicants who are unable to attend face to face interviews must inform the Board in writing within two (2) days of receiving an invitation to interview or as soon as possible after becoming unable to attend at interview. The Board will consider the reason for not attending, and in making related decisions, will consider the safety of all parties before an interview is confirmed.

7.4.3. Applicants are responsible for all travel and technology-related costs incurred when attending face-to-face or technology-assisted interviews.

- 7.4.4. Applicants will be briefed on the interview process and will be given the opportunity to ask any process-related questions.
- 7.4.5. The interview panels will be comprised of two (2) or three (3) Consultant Plastic Surgeons per panel. Applicants will be interviewed at three (3) separate panels. An additional Consultant may attend the interview for observation purposes.
- 7.4.6. All applicants will be asked the same initial questions at interview; follow-up questions may vary based on applicant responses.

## **7.5. Interview Scoring**

- 7.5.1. The interview scoring process was developed through consultation with experts in selection development. This method enables a standardised evaluation of each applicant evaluated against the RACS Core Competencies.
- 7.5.2. Applicant responses at interview are evaluated based on a standard interview scoring guide which contains favourable and unfavourable indicators.
- 7.5.3. Interview questions developed for interviews are approved by the Board and may vary from year to year, as determined by the Board.
- 7.5.4. Each panel member may take notes during the interview. Panel members will discuss ratings following the interview and mark a composite rating on the final assessment sheet.
- 7.5.5. One (1) final assessment sheet will be provided by each panel, equalling a total of three (3) final assessment sheets per applicant. These scores will be combined for each applicant into a weighted total interview score.
- 7.5.6. The completed final assessment sheets will be maintained as records of the interview.



# 8. Outcome & Applicant Feedback

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- 8.1.** Applicants will be classified in accordance with this classification:
- 8.1.1. **Successful.** The applicant will receive a training post offer.
  - 8.1.2. **Unsuccessful.** The applicant satisfies the minimum standard for selection in 2.5.1, but did not rank high enough to receive an offer.
  - 8.1.3. **Unsuitable.** The applicant failed to satisfy the minimum standard for selection in 2.5.1 during the selection process, or did not receive an invitation to interview.
  - 8.1.4. **Ineligible.** The applicant failed to satisfy one or more of the minimum selection criteria in 5.6 during the selection process, or the applicant has reached the maximum number of attempts (see 2.8).
- 8.2.** All feedback to applicants will be provided by email. Any feedback requests must be submitted by email.
- 8.3. Ranking of applicants**
- 8.3.1. The Board will conduct selection decisions relating to the Aboriginal and Torres Strait Islander Initiative (Section 4) before making any further selection decisions.
  - 8.3.2. Applicants who have satisfied the minimum standard for selection in 2.5.1, will be ranked based on their overall score. The overall score of the applicant whose rank is equal to the number of training positions available, will be used to determine the cut-off band (+/-2% of the maximum possible score in 2.3.3). For example, if twelve (12) training positions are available, all applicants whose overall score is within 2% of the 12<sup>th</sup> ranked applicant will be placed into the cut-off band.
  - 8.3.3. For applicants whose overall score is higher than the cut-off band, determination of offers will be made based on the applicant's ranking and their preferences for training region.
  - 8.3.4. For applicants whose overall score falls within the cut-off band, determination of offers will be made based on the applicant's first preference of training region.
  - 8.3.5. Applicants may be offered a training post in a training region that they have not listed as a preference, if there are no other positions available.
  - 8.3.6. All trainee placement decisions are at the Board's discretion and are final. Applicants may not necessarily be placed in their preferred training region.

#### **8.4. Feedback to Successful Applicants**

- 8.4.1. Successful applicants will be offered a SET 1 training placement based on a combination of ranking in the selection process and regional preference. A copy of the training agreement and conditions will be sent to these applicants.
- 8.4.2. To accept their training position, successful applicants must submit their signed training agreement to ASPS by the due date.
- 8.4.3. Successful applicants will be provided with deciles showing their overall standing, and their relative standing in each selection tool.
- 8.4.4. Successful applicants will receive logins for the RACS and ASPS websites after returning their signed training agreement.

#### **8.5. Feedback to Unsuccessful Applicants**

- 8.5.1. Applicants who satisfy the minimum standard for selection in 2.5.1, but did not rank high enough to secure a training position will be informed by email that they were found to be suitable for the program but did not receive an offer.
- 8.5.2. Unsuccessful applicants will be provided with information by email on the wait listing process if second round offers are expected.
- 8.5.3. Unsuccessful applicants will be provided with the number of remaining attempts available, the deciles showing their overall standing, and their relative standing in each selection tool.
- 8.5.4. Upon email request, unsuccessful applicants will be informed of the process to seek further feedback. Feedback queries made by telephone will not be addressed.

#### **8.6. Feedback to Unsuitable Applicants and Ineligible Applicants**

- 8.6.1. Applicants who have reached the maximum number of attempts at selection will be refunded the selection application fee and will not be considered further.
- 8.6.2. Applicants determined to be unsuitable or ineligible will be notified by email and will not be considered further in the selection process.
- 8.6.3. Unsuitable and ineligible applicants will receive information by email on the minimum standard they failed to achieve and the number of remaining attempts available, but will not be ranked in the selection process.
- 8.6.4. Upon email request, unsuitable and ineligible applicants will be informed of the process to seek further feedback. Feedback queries made by telephone will not be addressed.

## **9. Reconsideration, Review and Appeal**

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- 9.1. Disputes are governed by this section of the Selection Regulations and the RACS Policy “Reconsideration Review and Appeal”, (RRA) available at [www.surgeons.org](http://www.surgeons.org).

## Addendum to the Selection Regulations for 2021 entry into the Surgical Education and Training (SET) program

The Education Board of the Royal Australasian College of Surgeons is the senior board responsible for the oversight of the education policy of the College and the maintenance of surgical education, training, examination and other assessment standards. The authority of the Education Board to develop, regulate and approve all education activities is delegated by Council.

For the purpose of enabling selection to the 2021 Surgical Education and Training (SET) Program under COVID-19 conditions, the Education Board has approved a range of amendments to be included in specialty-specific Selection Regulations (Selection Regulations Approved Amendments).

The Selection Regulations Approved Amendments may only apply:

1. For the purpose of the Specialty Training Boards to undertake their respective SET selection process during 2020. The Selection Regulations Approved Amendments cannot be relied upon for SET selection in future years; and
2. To eligible candidates who have successfully completed the SET registration process in 2020. Candidates are deemed eligible once they have satisfied the generic eligibility requirements for the SET program in accordance with the [RACS Registration for Selection into SET Policy](#) in addition to the specialty-specific eligibility requirements as set out in the specialty-specific Selection Regulations (Eligible Candidates).

The Selection Regulations Approved Amendments are as follows:

1. Modifications made to the application opening and closing dates, but only in instances where the application process was suspended prior to the original advertised application closing date communicated as at the end of 2019. Any modification is to allow Eligible Candidates a minimum of two weeks to submit an application for SET selection.
2. Modifications made to the application process, but only in instances where the application process was suspended prior to the original advertised closing date communicated as at the end of 2019. Any modification is to allow Eligible Candidates a minimum of two weeks to submit an application for SET selection.
3. Modifications made to dates, times and locations relevant to the SET selection process and requirements.
4. Modifications made to the composition of interview panels used as part of the SET selection process.
5. Modifications to the delivery mode of the selection tools to accommodate the use of online, teleconference and/or videoconference functionality.
6. Modifications to the SET selection process on the condition that such modifications do not alter the scoring, weighting of the selection tools, shortlisting standards or the ranking process as earlier approved by Education Board for the purpose of selection to the 2021 SET Program and in accordance with the [RACS Selection to Surgical Education and Training Policy](#).
7. Modifications to the SET selection offer dates, on the condition that offers are made prior to the cut-off date of 30 November as determined by the Board of Surgical Education and Training.

The Education Board grants an exception to all Specialty Training Boards to comply with clause 3.1.5 and clause 3.1.10 of the [RACS Selection to Surgical Education and Training Policy](#) for selection to the 2021 SET Program, on the following provisos:

8. A waiver of Clause 3.1.5 *Detailed specialty selection regulations, which have been assessed for compliance with this policy, are publicly available in November prior to the year of selection* is

granted ONLY where the specialty-specific Selection Regulations can be made publicly available prior to the recommencement of selection to the 2021 SET Program.

9. A waiver of Clause 3.1.10 *Notification of the outcome for each specialty selection process must be released on the common announcement dates, as approved by the Board of Surgical Education and Training. This does not preclude earlier notification to applicants as part of any short-listing process* is granted with notification to successful applicants to be made by no later than 30 November 2020.

A revised timeline for the 2020 SET selection is enclosed below. Exact dates may vary for different specialties. Each specialty will be required to publish dates for key selection activities upon opening selection into their programs.

Application opening date*:	20 May 2020
Application closing date*:	12 June 2020
Notification of shortlisting for Interview:	In accordance with specialty specific selection regulations – a minimum of 5 days' notice will be provided
Specialty Specific Exams (where applicable):	to be advised by relevant specialty with 3 months' notice
Interviews:	24 August 2020 to 25 October 2020
Latest date of Notification of outcome:	30 November 2020

\* for specialties where selection was suspended prior to the original advertised application closing date.