

APPLICATION FORM FOR: PROVISIONAL ACCREDITATION OF INTERN/ PGY2 POST(S) AT A NEW GENERAL PRACTICE

General Practice: Yarrowonga Medical Clinic

Contact	Mrs Marilyn Schultz Dr Clyde Ronan Dr Margi Gould Dr Bernie Moore All doctors can be contacted through the general practice. The on-call doctor can be contacted on the on-call phone number after-hours.	Contact	03 5744 3115
Term Supervisor:		Email:	Ymc29@bigpond.net.au

Unit/Rotation name: General Practice **Parent Health** Yarrowonga health

Duration (no. weeks):	20	Type of Post? (PGY1 or PGY2)	PGY1	Practice Accredited by RTP for vocational training?	Yes
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*For intern posts refer to the *Guide for Interns in Victoria* (<http://www.pmcv.com.au/resources/publications>) and the *National Intern Training Framework* (<http://www.amc.org.au/index.php/ar/psa>).

Intern/PGY2 Requirements	
Does the Intern/PGY2 have a dedicated consulting room?	Yes
Does the Intern/PGY2 have living accommodation provided?	Yes
Does the Intern/PGY2 accompany his/her Supervisor to visit patients off-site in a local hospital or other facility? If so, please specify which facility/facilities.	Yes During this rotation the intern will be rostered to attend the local Aged Care facilities where the supervisor (s) have patients. They will also attend on anaesthetic / theatre roster and ante natal clinics on an ad hoc basis. Interns will also spend time with a variety of visiting medical specialists including Physicians, surgeons etc
Parent Health Service Details	

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Parent Health Service	Name: Yarrawonga Health
Parent Health Service Supervisor of Intern Training (S if applicable):	Name: Time allocated to PGY2 activities (FTE):
Parent Health Service Director of Clinical Training (DCT) if applicable	Name: Dr Jack Best Time allocated to PGY2 activities (FTE):
Nature of relationship between the Practice & the Parent Health Service <i>(e.g. level of contact about HMO staffing & management, support provided by parent hospital, shared education programs, existing administrative arrangements (if any), visits by senior staff, etc.)</i>	
<p>The Yarrawonga Medical Clinic general practitioners provide VMO services to Yarrawonga Health. Yarrawonga Health coordinate the following medical meetings:</p> <ul style="list-style-type: none"> • Medical Administration • Clinical Reviews • Obstetricians & Midwives <p>Yarrawonga Medical Clinic also have representatives sit on the following committees at Yarrawonga Health:</p> <ul style="list-style-type: none"> • Medication Safety & Compliance • Health Information • Clinical Governance • Credentialing <p>Yarrawonga Medical Clinic in conjunction with the Yarrawonga Denis Medical Group coordinates and organise the Doctors Journal Club meetings on a weekly basis and hold them at the health service rooms.</p> <p>The Yarrawonga Medical Clinic general practitioners provide Emergency services and inpatient care services at the hospital and obstetrics and anaesthetics services to Yarrawonga Health including on-call services in the Emergency/Urgent Care Centre and Obstetrics.</p> <p>Geriatricians visit 6 weekly at Yarrawonga Health, with GPs from Yarrawonga Medical Clinic involved in case conferencing with the Geriatricians.</p> <p>All medical practitioners and staff at Yarrawonga Medical Clinic are invited to attend applicable education sessions, workshops held at Yarrawonga Health, eg. Grand Rounds, Geriatrician Education Sessions, Medical Education Sessions, Skills Workshops, SIM Training Scenarios, etc.</p>	
Is there a secondment agreement in place? Yes	
Distance of General Practice from Parent Health Service	Less than 1km. (approx.)

1. Overview of Practice

approx. clinical catchment size, clinical casemix, relationships with local health services etc.

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The approximate patient catchment of Yarrawonga is 13,527 people including the towns of Yarrawonga, Mulwala, Bundalong and Tungamah – population increases to between 25,000 – 30,000 people during tourist times such as Easter and Summer Holidays. Yarrawonga Medical Clinic is located in a large, state of the art, modern, purpose-built medical centre, in the township of Yarrawonga, across the road from Yarrawonga Health. There are seven consulting rooms, all with PC and internet access, and three treatment rooms. Healthscope Pathology is located next door to Yarrawonga Medical Clinic, Aged Care facilities across the street and two pharmacies within walking distance. There is a private staff carpark adjacent to the clinic.

Yarrawonga Medical Clinic provides medical consultations to approximately 800 to 1000 patients each week. The practice is fully computerized and uses Medical Director as a clinical package and Pracsoft as an accounting/appointment package.

The Clinic is accredited for Registrar and PGPPP training. Tutorials are held weekly by one of the GP Supervisors. Medical education is encouraged through educational meetings held at Yarrawonga Health, many other local meetings including satellite broadcasts, Doctors Study Group held fortnightly and Doctors Journal Club held weekly.

The Clinic offers such services as Women's Health-Female GP and Qualified Pap Smear Nurse, Immunisations, Obstetrics – Antenatal care, with confinements at Yarrawonga Health, Anaesthesia – Pre anaesthetics prior to surgery and procedures at Yarrawonga Health, Visiting Mental Health Nurse, Psychologist, Paediatricians, Surgeons and Diabetes Educator.

On line resources such as medical journals and GP learning are available and all M2M Education Program sessions are available.

2. GP structure and medical staffing

medical staffing (GP, registrars, medical students) & approx. FTE, and any other clinical team members (ie: nursing/allied health staff).

The practice has one principal partner and one Medical Educator who are both GP Term Supervisors, and four full or part-time associates. They also have access to an experienced GP Locum, a qualified Supervisor, who will take on the supervising role during leave times. There is a practice manager, an office manager and receptionists and two practice nurses on duty. One of the supervising GPs provide anaesthetic and obstetric services and all GPs admit patients to Yarrawonga Health. The Clinic provides ante natal clinics on site and Pap Smear Clinics with their qualified Pap Smear Nurse.

The practice also provides support and training for GP registrars, Murray to the Mountains interns and placement for final year medical students.

3. Supervision

Nominate the Principal Supervisor and outline supervision arrangements both in and after hours *if applicable* and if trainee attends local hospital (see also *PGPPP Guidelines*). **If the new post is in addition to currently accredited posts in that practice please also discuss availability of supervision across all.**

Yarrawonga Medical Clinic has five experienced rural general practitioners. The Practice Principal will be the main supervisor for interns, with the GP Educator conducting 1:1 weekly tutorials and other supervision. The practice principal is nominated as supervisor for the intern rotation. In times of leave the GP Locum will act in the role of main

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supervisor for the interns. All GPs and qualified nursing staff assist in the supervision and education of the interns. The practice principal and GPs are:

- Dr Clyde Ronan (Practice Principal)
- Dr Margi Gould (GP Educator/Supervisor)
- Dr Syed Rashed Huq
- Dr Khing Aung
- Dr The Nu Phyo Wai
- Dr Myint Lwin

All nominated Supervisors are experienced supervisors and have supervised doctors-in-training, including interns, registrars and medical students. The intern sees patients in a classic parallel consulting model with the default position being interns see two patients per hour. This may increase or decrease based on the intern's experience and competence.

Several GPs from the Practice have regular sessions at the local Aged Care Facilities and the Intern will attend these sessions on a regular basis with their Supervising Doctor. The doctor providing the services to the aged care facility at the time will provide supervision for the intern during the Aged Care sessions. The same process will occur in regard to the on site ante natal clinics. The Interns will also be rostered to sessions such as visiting Geriatrician case conferencing where available.

The anaesthetic and obstetrics sessions will be supervised by the qualified and experienced GP who provides anaesthetic or obstetrics coverage at Yarrowonga Health. The level of involvement in obstetrics care will be dependent on birthing timing. This will be ad hoc and may be in addition to standard sessions per week.

Interns will also be rostered with visiting medical specialist such as surgeons, physicians and paediatricians etc. The visiting medical specialists will provide supervision for the intern under the principal supervisor.

4. Intern/PGY2 role and responsibilities

- expected patient load, duties (e.g. including inpatient, aged care/procedural), & rostered hours and oncall (*if applicable*). **If the new post is in addition to currently accredited intern/PGY2 posts in that practice please also discuss the impact on all.**

It is expected the intern will work at Yarrowonga Medical Clinic in a dedicated room, for 5 to 6 sessions per week. These are standard hours in the morning and afternoon. The exact days of sessions will depend on rosters for 2015. The patient load will begin at 1-2 patients per hour in a standard parallel consulting model. The number of patients may increase per hour dependent on the experience and competence of the intern. This is especially relevant for the 20 week term where the intern may grow considerably in their ability to see patients. The intern will be exposed to the common cross section of patients that the practice services. Yarrowonga medical Clinic undertakes minor procedures and the intern will be exposed to these experiences.

The sessions at the Aged Care facilities will be centred on the scheduled appointments by the intern's supervisor. The role of the intern during any session will be to prepare the patients to be seen by their supervisor during the supervisor's usual 'ward call' to the Aged Care Facility. The intern will then accompany the supervisor during their 'ward rounds' at the Aged Care Facility and if applicable remain for the full or half day session to follow up on any

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activity requested by the Supervisor. The session that the intern participates in may be at different Aged Care facilities across different weeks. Where the intern has time to undertake other activity during these sessions they will be directed to undertake medication reviews.

The anaesthetic session will be once a week/once a fortnight, depending on the rosters of the supervisors at the time. The intern will accompany the supervisor to Yarrowonga Health and assist them with their anaesthetic roster. Involvement in this on an ad hoc or continual basis will be dependent on the learning objects of the intern.

Exposure to obstetrics experiences will be dependent on the involvement of supervisors and GPs in obstetric activity during the term of the intern. Some of this activity may be after hours and on call under the supervision of the GP supervisor.

Interns will be able to participate in the town after hour roster under the supervision of the GP supervisor. The majority of after-hours services are conducted from the Emergency Department of Yarrowonga Health. This will be by negotiation with the intern and GPs in the Practice and will reflect the competence level and enthusiasm of the intern.

The structure of these sessions may allow the intern to follow patients from the General Practice to outpatients at Yarrowonga Health hospital to aged care facilities etc. Where appropriate, interns will have the opportunity to track and assist patients navigate the health system in the local area.

The Intern will also be provided access to the visiting medical officers providing services from both Yarrowonga Health and the Clinic.

- They will be given the opportunity to parallel consult with a visiting Physician.
- Attend theatre and patient consults with visiting surgeons in areas such as General Surgery, Urological Surgery, Orthopaedic Surgery and O&G.
- Attend consultations by Visiting Specialists such as Paediatricians & Geriatricians.

5. Describe the Orientation to the practice provided to the Intern/ PGY2, and any resources to support this.

Each Intern, on their first day in the GP rotation, is provided with an Orientation to both the Clinic and the Parent Health Service.

One Half day is spent at the Clinic where the Practice Manager and Supervisor take the intern through items such as, tour of the Clinic and introduction to staff and work colleagues, log in and access to computer systems and medical director, etc. The other half day is spent at the Parent Health Service giving a tour of all hospital facilities, organising “swipe card” access, confidentiality agreements, etc.

The clinic and health service is provided with a standard “checklist” which they must complete with the intern during orientation and sign. **A copy of these documents are attached.**

Each Intern is also provided with an M2M Intern Manual at the commencement of their internship (Orientation Week). This manual contains all information on Orientation, Assessment, Evaluation etc.

All interns must attend the M2M orientation program conducted at the commencement of employment. This

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program includes orientation to the general practice and shadowing” in the general practice. **A copy of the M2M orientation program is attached.**

6. Describe the formal and informal learning opportunities available and expected learning outcomes/Learning Plan for the intern/PGY2 in this rotation

- **Formal/informal learning opportunities**

(comment on access to teaching and learning including tutorials, case presentations etc.)

Interns will be presented with a learning environment that provides exposure to a range of clinical presentations that meet AMC and ACFJD learning objectives

Education will be available to the intern during their community placement at 4 different levels.

- The Practice has formal dedicated 1:1 teaching during rostered times, at which the current interns participate. This is generally conducted on a Tuesday with the Clinic GP Educator.
- Both Yarrowonga General Practices coordinate a Doctors Journal Club meeting on a weekly to fortnightly basis. The intern not only attends these meetings but will be rostered to present on a topic of their choosing at one meeting to their peers.
- All interns during their general practice rotation will be required to present at a formal Clinical Grand Round and a Clinical Review. These sessions will require research and delivery to peers both internal and external to the medical professionals within Yarrowonga.
- All interns in their general practice rotation will have coordinated education rostered in working hours. These sessions will include skills workshops, Paediatric Telehealth and video conferenced education sessions. This education will be provided across a range of sites. This is in addition to any education provided at the core rotations at the major health services.
- The interns will also be able to attend any other multidisciplinary education conducted within Yarrowonga and surrounds. These sessions may be conducted by the health service, Medicare local or Regional Training Provider for example.

Additionally, the intern will have supervisors who use every clinical encounter as an informal teaching opportunity. During the community term at Yarrowonga Medical Clinic the intern will be exposed to several supervisors and be exposed to their supervisors in different learning contexts (aged care, anaesthetics, obstetrics)

- **Intern Outcome Statements**

(for intern posts only - provide comments on these for this new post - refer to National Intern Training Framework)

The overall aim of a medical internship is to gain general registration as a medical practitioner through exposure to, and experience in, a defined set of skills and competencies. The M2M Internship will achieve this by assuring adherence to the Medical Board of Australia (MBA) standards for internships and utilising the Australian Medical Council (AMC) Guidelines for Terms (Nov 2013) to develop the program of experiences for the internship.

The experiences will be a mixture of supervised practice and integrated training and as such fit with the AMC ‘National Standards for Programs’ (Nov 2013). The Australian Curriculum Framework for Junior Doctors (ACF) has

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been reviewed to determine what is able to be experienced in a community setting and the competencies listed in this document will form the basis for evaluation of the achievement of the program. The ACF, along with the Intern Outcome Statements (AMC, Nov 2013), form the basis for the education program implementation in the M2M Intern Program.

- **Expected Learning Outcomes** (must be aligned to the Australian Curriculum Framework for Junior Doctors (ACFJD - <http://www.cpmec.org.au/Page/acfjd-project>)

Interns will be presented with a learning environment that provides exposure to a range of clinical presentations that meet AMC and ACFJD learning objectives. During this rotation interns will meet learning outcomes in Clinical Management, Professionalism, Communication, Skills and Procedures Clinical Symptoms and Problems and Conditions

Yarrowonga Medical Clinic has general practitioners with a range of special interests that will provide interns with exposure to an extensive range of patient presentations.

- Obstetrics
- Antenatal care
- Anaesthetics
- Minor Surgery
- Chronic Disease
- Mental Health
- Diabetes Education
- Aged Care
- Immunisation
- Women's Health

Yarrowonga Health has a range of visiting medical specialists that will provide interns with exposure to a wide range of patient presentations and medical procedures.

- General Surgery
- Orthopaedic Surgery
- Urology Surgery
- Obstetrics & Gynaecology Theatre
- Geriatrics
- Paediatrics

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Describe the process for the provision of feedback to the intern/PGY2 for this rotation, including management of an intern/PGY2 with difficulties (ie: not coping/ health issues).

DCT Visits
 Survey
 Mid Term and End Term Assessments and IPAP if required

7. Describe the process for the intern/PGY2 to provide feedback on his/her rotation experience. What happens with this information?

DCT Visits
 Survey
 Mid Term and End Term Assessments
 End GP Rotation Evaluation by Intern (completed at 10 week & 20 week mark)

DCT visits provide an opportunity for the Intern to speak with the DCT and Manager M2M on all aspects of their rotation experience and follow up on any items on their Term Assessment. All Term Assessments, after sign off, are filed in an individually allocated folder for each intern and kept with M2M administration officer. At the 10 week and 20 week mark of the GP rotation the intern is asked to complete a GP Rotation Evaluation (copy attached) and return to M2M administration for collating and filing. Any concerns, issues or matters to be raised are directed to the Manager M2M for follow up.

Additional comments:

(insert reply)

Name & Signature of Rotation Term Supervisor: _____