

Portfolio:	Education	Ref. No.	ETA-SET-005
Team:	Surgical Education and Training		
Title:	Selection to Surgical Education and Training		

1. PURPOSE AND SCOPE

The Surgical Education and Training (SET) Program is open to doctors who are able to satisfy RACS' eligibility requirements. This Regulation details the principles and standards that apply to the conduct of the annual selection process.

In determining these principles, RACS has been informed by the accreditation requirements of the Australian Medical Council (AMC), the Medical Council of New Zealand (MCNZ), the Report into Trainee Selection in Australian Medical Colleges, January 1998 (The Brennan Report) and current surgical education literature.

2. KEYWORDS

Selection; Eligibility; Surgical; Education; Training; Criteria; SET; Standards

3. BODY OF POLICY

3.1. Selection

- 3.1.1. Selection to RACS' SET program is undertaken by the Specialty Training Boards in collaboration with the relevant specialty societies as determined by the applicable Collaboration, Service or Partnering Agreement.
- 3.1.2. Selection aims to identify those doctors with the values, attitudes and aptitude required to become competent surgeons.
- 3.1.3. The selection process may involve assessment of an applicant's knowledge, skills, and behaviour and may take into account their clinical experience, academic and other achievements.
- 3.1.4. RACS and the Specialty Training Boards may develop initiatives to respond to social or workforce issues in surgery. These initiatives, which are to be referenced in the relevant specialty specific selection regulations, may have the effect of altering the merit-based ranking referred to in clause 3.1.11 to promote applicants in the selection process who meet the objectives of that initiative.
- 3.1.5. The selection process for the individual SET programs – including prerequisites - must be clearly defined and publicly available to potential applicants.
- 3.1.6. Detailed specialty selection regulations, which have been assessed for compliance with this Regulation, are publicly available in November prior to the year of selection.
- 3.1.7. Applicants are assessed using multiple tools, each of which utilise multiple raters, who are provided with clear criteria for marking. Each selection tool has a published maximum score.
- 3.1.8. Tools used in selection typically include curriculum vitae, referee reports and interviews. Referee reports should include the performance of the applicant at work. Other tools suitable for trainee selection process may also be used.
- 3.1.9. Applicants may be short-listed for progression in the selection process based on one or more tools.
- 3.1.10. Applicants are ranked in accordance with the published specialty specific selection regulation either:

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- a. nationally; or
 - b. bi-nationally;
- depending on the SET program applied for.

- 3.1.11. Subject to clauses 3.1.4 and 3.1.12, offers of a training position on the SET program are made in accordance with the final merit-based ranking.
- 3.1.12. Specialty Training Boards may introduce processes where applicants are required to nominate a limited number of regions in which they will be considered for a training position. Where these processes are in place, the following conditions will apply:
- a. Following the national or bi-national ranking process, offers to applicants may be made in line with the applicant's regional nomination.
 - b. The Specialty Training Board may determine that applicants will not be considered for selection in a region which they did not nominate.

For the avoidance of doubt, applicants may not be offered a training position, notwithstanding their national ranking, if there are no available training positions within their nominated regions.
 - c. The Specialty Training Board will implement processes to ensure that all training positions which are available and subject to that year's selection process are filled, notwithstanding the regional nomination process and in accordance with the RACS Training Post Accreditation and Administration Regulation.
- 3.1.13. Notification of the outcome for each specialty selection process must be released as directed by the Board of Surgical Education and Training. This does not preclude earlier notification to applicants as part of any short-listing process.
- 3.1.14. Applicants not offered a position on the training program will be notified in writing of their performance in the selection tools completed and information on any standards not satisfied, or overall performance and ranking if all standards were satisfied.
- 3.1.15. Individual specialties must be able to distinguish between applicants who:
- a. Withdrew from the selection process before its completion;
 - b. Did not meet the standard for appointment to SET (including not satisfying specialty specific prerequisites);
 - c. Met the standard for appointment but were not offered a training position; and
 - d. Were appointed to the SET program.

3.2. Selection Instruments

- 3.2.1. To improve the quality and efficacy of selection into surgical training, RACS conducts research and evaluates the performance of selection instruments and processes.
- 3.2.2. Research and evaluation may include 'pilot' implementation of selection instruments or processes to study their utility in the RACS context.

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3.2.3. Applicants to SET may be invited to participate in selection research or evaluation.

3.3. Reconsideration, Review and Appeal

Trainees may challenge a decision through the Reconsideration, Review and Appeal Regulation.

4. ASSOCIATED DOCUMENTS

Regulations

Registration for Selection into SET
 Trainee Registration and Variation
 Reconsideration, Review and Appeal

Other

Trainee Selection in Australian Medical Colleges, January 1998 "The Brennan Report"
 (available on the [RACS website](#))

JDocs Framework

Approver Education Board
Authoriser Council

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