



SURGICAL EDUCATION & TRAINING (SET) PAEDIATRIC SURGERY 2019 TRAINING CALENDAR

All trainees to note that deadlines should be strictly adhered to.
It is the trainees responsibility to ensure that assessments are submitted to the Executive Officer by the due date.
Trainees must refer to the Examinations website for the most up to date information.

DECEMBER 2018	5 DECEMBER	CLOSING DATE: Clinical Examination 12:00pm AEDT (Melbourne time)
JANUARY 2019	30 JANUARY	CLOSING DATE: May Fellowship Examination 12:00pm AEDT (Melbourne time)
FEBRUARY 2019	8 FEBRUARY	ASSESSMENT: Trainees Assessment forms to be submitted to the Executive Officer
	12 FEBRUARY	CAT 1 sent to Trainees (Due Date: 30 April 2019 5:00pm AEST)
	16 - 17 FEBRUARY	Board Meeting (Melbourne)
	23 - 24 FEBRUARY	EXAM: Clinical Exam (Melbourne)
MARCH 2019	4 - 10 MARCH	DOGS # 1 Session 1 (responses due my midnight on 10 March AEST)
	11 - 17 MARCH	DOGS # 1 Session 2 (responses due my midnight on 17 March AEST)
	18 - 24 MARCH	DOGS # 1 Session 3 (responses due my midnight on 24 March AEST)
	10 - 14 MARCH	ANZAPS Annual Scientific Meeting (Christchurch)
	11 MARCH	Board Meeting (Christchurch) 2:30pm to 5:00pm
	13 MARCH	Surgical Supervisors Meeting (Christchurch) 2:30pm to 3:30pm
APRIL 2019	3 APRIL	CLOSING DATE: Paediatric Anatomy & Embryology Examination 12:00pm AEDT (Melbourne time)
	3 APRIL	CLOSING DATE: Clinical Examination 12:00pm AEDT (Melbourne time)
	3 APRIL	CLOSING DATE: Paediatric Pathophysiology Examination 12:00pm AEDT (Melbourne time)
	8 APRIL	DEADLINE: 2020 Training Preferences to be submitted to the Executive Officer
	11 APRIL	EXAM: Fellowship Examination (Written)
	15 APRIL	SET One Trainee 360 Contacts to be submitted to the Executive Officer for Rotation One
	30 APRIL	DEADLINE: CAT 1 to be submitted to the Executive Officer by 5:00pm AEST
MAY 2019	6 MAY	ASSESSMENT: Trainees Assessment forms to be submitted to the Executive Officer
	6 - 10 MAY	RACS ASC (Bangkok, Thailand)
	15 MAY	Board of Paediatric Surgery Meeting via Teleconference
	24 - 27 MAY	EXAM: Fellowship Examination (Clinical) (Melbourne)
JUNE 2019	12 JUNE	CLOSING DATE: September Fellowship Examination 12:00pm AEST (Melbourne time)
	12 - 13 JUNE	EXAM: Paediatric Pathophysiology Examination
	14 JUNE	EXAM: Paediatric Anatomy & Embryology Examination (Written)
	22 - 23 JUNE	EXAM: Clinical Exam (Adelaide & Auckland)
JULY 2019	5 - 7 JULY	Board of Paediatric Surgery Meeting (Sydney)
	8 - 14 JULY	DOGS # 2 Session 1 (responses due my midnight on 14 July AEST)
	15 - 21 JULY	DOGS # 2 Session 2 (responses due my midnight on 21 July AEST)
	22 - 28 JULY	DOGS # 2 Session 3 (responses due my midnight on 28 July AEST)
	29 JULY	CAT 2 sent to Trainees (Due Date: 25 October 2019 5:00pm AEDT)

AUGUST 2019	12 AUGUST	ASSESSMENT: Trainees Assessment forms to be submitted to the Executive Officer
	15 AUGUST	EXAM: Fellowship Examination (Written)
	22 AUGUST	Board of Paediatric Surgery Meeting via Teleconference
	31 AUGUST	EXAM: Paediatric Anatomy & Embryology Examination (Clinical) (Melbourne)
SEPTEMBER 2019	20 - 23 SEPTEMBER	EXAM: Fellowship Examination (Clinical) (Adelaide)
	30 SEPTEMBER	SET One Trainee 360 Contacts to be submitted to the Executive Officer for Rotation Three
OCTOBER 2019	4 OCTOBER	EXAM: Paediatric Pathophysiology Examination
	21 OCTOBER	ASSESSMENT: Trainees Assessment forms to be submitted to the Executive Officer
	25 OCTOBER	DEADLINE: CAT 2 to be submitted to the Executive Officer by 5:00pm AEDT
NOVEMBER 2019	1 - 3 NOVEMBER	Board of Paediatric Surgery Meeting <i>still to be confirmed</i>
	2 NOVEMBER	Trainee Interviews <i>still to be confirmed</i>
	2 - 3 NOVEMBER	Registrar Annual Training Seminar (RATS) <i>still to be confirmed</i>
JANUARY 2020	27 JANUARY	ASSESSMENT: Trainees Assessment forms to be submitted to the Executive Officer

Assessment forms due at Mid-Term & End of Term

Mid-Term					End of Term			
	SET 1 (Rotation 1 & 3)	Early SET	Mid SET	Senior SET	SET 1 (Rotation 2 & 4)	Early SET	Mid SET	Senior SET
SET 1 Assessment Plan Record	✓				✓			
Progressive Non-Operative Logbook					✓	✓	✓	✓
Trainee Assessment Form <i>(according to SET level)</i>	✓		✓	✓	✓		✓	✓
Trainee Self-Reflection & Goal Planning Form	✓	✓	✓	✓	✓	✓	✓	✓
General Surgery Trainee Evaluation Form		✓				✓		
360 Degree Evaluation Form <i>(self-evaluation)</i>	✓ (RT 1 & 3 only)							
Logbook Summary Report	✓	✓	✓	✓	✓	✓	✓	✓
Operative Experience Report Major and Minor Totals Report	✓		✓	✓	✓		✓	✓
Mini-CEX	As per SET 1 Assessment Plan	4 per year			As per SET 1 Assessment Plan	4 per year		
MOUSE	As per SET 1 Assessment Plan		12 per year	12 per year	As per SET 1 Assessment Plan		12 per year	12 per year
DOPS		4 per year				4 per year		



Paediatric Trainees need to generate three MALT reports for the Paediatric Training Board at the end of their rotation:

1. Logbook Summary Report

Reports

MY REPORTS CUSTOM REPORT TOOL

My Logbook Reports

My Logbook Reports

Logbook Summary Report

Logbook * Rotation Period * SET Level *

Hospitals

Generate Report

From the **Logbook Summary Report** section of the **My Reports** screen, select the appropriate options for **Logbook**, **Rotation Period** and **SET Level** from the dropdown selection boxes. Click the **'Generate Report'** button.

2. Operative Experience Report

The remaining two reports can be found within the MALT Custom Reporting Tool. Click on the **'Custom Report Tool'** option under the **Reports** Page Heading. This will open a new browser window.

Reports

MY REPORTS CUSTOM REPORT TOOL



The Paediatric Operative Experience tab should open by default for Paediatric Trainees.

Paediatric Operative Experience Audit Reports

LogBook Type	Rotation	SET Level	Operative Experience
<input checked="" type="checkbox"/> SET - Paediatric Surgery	<input type="checkbox"/> R2 2014 <input type="checkbox"/> R1 2014	<input type="checkbox"/>	1 Print Report Major & Minor Totals ? Print Report

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Select a Logbook Type of **SET – Paediatric Surgery** by clicking in the tick box to the left of the selection.

Click the **"Print Report"** button under the **Operative Experience** label to generate the report.





3. Major and Minor Totals Report

In the Paediatric Operative Experience tab of the MALT Custom Report Tool, ensure that the Logbook Type of SET – Paediatric Surgery and the relevant Rotation Period are selected.



Click the “Print Report” button under the **Major & Minor Totals** label to generate the report.

Each report has been designed and formatted according to the requirements of the Paediatric Training Board. You do not need to change any of the formatting in the Custom Report Tool. Be aware, however, that as this is a custom tool, it does allow the report to be altered.

If you accidentally make changes to the format of the report, click ‘Clear’ to go back to the default settings, or click ‘Back’ to undo the last change.



Any last minute changes made to your logbook data within MALT will not be immediately reflected in the Operative Experience and Major and Minor Totals reports. Check the next refresh time onscreen to see how long before the report will be updated.



If you use the Historical Totals function in MALT, these figures will be reflected in the Logbook Summary and Operative Experience reports.

