1. POSITION DESCRIPTION

Position Title: Member, International Medical Graduate (IMG) Committee
Reporting to: Chair, International Medical Graduate Committee (review and feedback mechanism)
Direct Reports: n/a
Responsible for: n/a
Date: May 2016

College Mission
The mission of The Royal Australian and New Zealand College of Radiologists is to drive the appropriate, proper and safe use of radiological and radiation oncological medical services for optimum health outcomes by leading, training and sustaining our professionals.

Preamble
Position descriptions of The Royal Australian and New Zealand College of Radiologists are there to serve as a guide for potential candidates in the nomination process.

The role of a Member, IMG Committee
The International Medical Graduate Committee is comprised of the alternate Chair, Chief Censor (Clinical Radiology), Chief Censor (Radiation Oncology) Clinical Radiology New Zealand VEAB representative, Radiation Oncology New Zealand representative, two senior clinical radiologists and community representative.

Members are expected to participate actively and represent the views of the committee, jurisdiction or cohort they represent.

Election
Member positions will be filled from expressions of interest followed by recommendation of the relevant Education and Training Committees. Nominees submit to the Secretariat their Curriculum Vitae and an application (approximately 200 words) outlining their interest and fit for positions.

Qualifications, Experience, Qualities and Skills (Selection Criteria)
Essential attributes:

- At least five (5) years post-FRANZCR.

Desirable attributes, but not essential:

- Available to travel interstate and overseas
- Overseas qualification or first hand experience as an IMG applicant.
- A Fellow or Life member of the College
- An understanding of the general, limited and specialist medical registration (Australia) or general, provisional vocational within a scope of practice, or vocational within a scope of practice registration (New Zealand)
- An understanding of District of Workforce Shortage (DWS) and/or Area of Need (AON) processes
- Highly-developed advocacy, negotiation and chairing skills.
- Australian Radiation Oncology member to have IMG assessor experience.

Key Activities and Responsibilities

The IMG Committee is responsible for:

1. Administering the International Medical Graduate assessment processes for both Australia and New Zealand

2. Conducting assessments of International Medical Graduates to determine levels of comparability and suitability to a RANZCR trained specialist, including previous training and experience.
3. Making recommendations regarding the competencies, criteria and guidelines for assessment of IMGs in the long term and improving current assessment policies and processes in the short term.
4. Establishing and monitoring the supervision and performance review arrangements for appointees to area of need positions
5. Reviewing cost structures for economically sustainable ongoing assessment arrangements

Documenting and publishing information on the College website in line with the recommendations of the AMC, MCNZ, and the ACCC/AHWOC Review of Specialist Medical Colleges

Internal Duties

May include, but not limited to:

- Attendance at Committee meetings (teleconference and face to face in Sydney)
- Attendance at IMG assessor and / or Committee training session, where relevant
- Developing IMG policies / guidelines as required
- Reviewing College IMG communications / responding as required

External Duties

- None

Time Commitment

Attendance at meetings as outlined above plus ability to dedicate appropriate time to college activities.

Key Relationships

- International Medical Graduate Committee
- Senior Education Officer (IMG) and Education Officer (IMG)
- Medical Council of New Zealand (for New Zealand assessors)

Relevant Documentation and Resources

All Office Bearers must comply with the RANZCR Delegations Manual.
Current College Handbook
Articles of Association
Faculty of Clinical Radiology By-Laws
Meeting Conduct Guidelines
RANZCR Clinical Governance Chart
RANZCR Committee Chart

RANZCR Professional Documents: http://www.ranzcr.edu.au/resources/professional-documents

Confidentiality

Confidentiality must be kept for all matters that may affect the interests of the College. This includes matters relevant to individual IMG applicants, Fellows or specific cases of patient care.

Conflict of Interest

All conflicts of interest are to be declared either on the Conflict of Interest Form, which is reviewed annually, or in meeting minutes. Refer to: Conflict of Interest Policy.

Copyright Guidelines and Copyright Assignment

A Copyright Assignment must be signed, to give the College authority to use all right, title and interest in materials resulting from joint work with the College.

Expenses

Travel and associated expenses incurred during the undertaking of College duties are reimbursed by the College according to the Reimbursement of Expenses Policy.

Authority required to change criteria

- International Medical Graduate Committee