



The Royal Australian
and New Zealand
College of Radiologists®

RE-ENTRY INTO THE TRAINING PROGRAMS POLICY

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Re-Entry into the Training Programs Policy, Version 1.0

Approved by:
Faculty of Clinical Radiology Council and Faculty of Radiation Oncology Council

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About the College

The Royal Australian and New Zealand College of Radiologists (RANZCR) is a not-for-profit professional organisation for clinical radiologists and radiation oncologists in Australia, New Zealand, and Singapore. RANZCR is a membership organisation led by clinicians who are elected by the membership, with oversight from a Board of Directors.

We are the leaders in medical imaging and cancer care. We enable the best practice of clinical radiology, radiation oncology and associated subspecialty areas through engagement, education, and advocacy; and by supporting clinical excellence. Our Fellows play a critical role in the diagnosis and monitoring of disease, provide interventional treatments and targeted treatments for cancer.

Our evidence-based culture focuses on best practice outcomes for patients and equity of access to high quality care, underpinned by an attitude of compassion and empathy. As an organisation we are committed to diversity and inclusion, and to the training and professional development of our Fellows and Trainees throughout their career. We are dedicated to enhancing the health outcomes of Māori, Aboriginal and Torres Strait Islander peoples and to increasing their participation in the professions of clinical radiology and radiation oncology by ensuring our educational programs support best outcomes for them. This includes a commitment to cultural safety in our organisation, for staff and members.

Purpose

To enable the safe and appropriate use of clinical radiology and radiation oncology to optimise health outcomes for our patients and society.

Values

Our leadership values underpin all that we do and embody our focus on quality patient outcomes:

Integrity

We maintain the confidence and trust of our stakeholders through our honesty, transparency, and authenticity.

Accountability

We take responsibility for all our actions, behaviours, performance, commitments, and decisions.

Inclusivity

We foster an inclusive workplace and clinical environments for people in Australia and New Zealand.

Innovation

We constantly strive to reimagine excellence in everything we do.

Code of Ethics

The Code defines the values and principles that underpin the best practice of clinical radiology and radiation oncology and makes explicit the standards of ethical conduct the College expects of its members.

1. INTRODUCTION

1.1 Approval and Commencement

This policy:

- (a) Commences operation on 1 July 2022.
- (b) Operates in conjunction with the Withdrawal from Training Policy.

1.2 Background and Objectives

The College recognises that some trainees may wish to voluntarily discontinue their progression in the Clinical Radiology Training Program or the Radiation Oncology Training Program ('Training Programs').

The College also upholds that trainees who do not achieve (or are unable to achieve) the required standards of training and practice, are withdrawn from the Training Programs.

In certain instances, trainees who voluntarily withdraw or are withdrawn by the College and wish to re-enter their respective Training Program, may be permitted to re-enter.

Decisions made under this policy must:

- (i) be in accordance with this policy;
- (ii) afford procedural fairness to the trainee;
- (iii) be evidenced-based; and
- (iv) be supported with the written reasons for the decision.

1.3 Purpose

This Re-Entry into the Training Programs Policy is intended to assist the College, its staff, members and Fellows in processing requests from former trainees who wish to re-enter the Training Programs.

1.4 Scope

This policy:

- (a) Applies from 1 July 2022 to all former trainees who wish to re-enter the Training Programs irrespective of the date they commenced their training.
- (b) Outlines the categories in which former trainees may be eligible to re-enter the Training Programs.
- (c) Outlines the process by which former trainees apply to the College seeking permission to re-enter the Training Programs.
- (d) Outlines the process in which applications to re-enter the Training Programs are considered by the College.

To the extent that there are any inconsistencies between this Policy or the Handbooks, this Policy prevails.

Please note: Any meeting, interview, assessment, panel, hearing, Reconsideration/Review/Appeal deliberations may be conducted by electronic means, as the College may determine, in lieu of a face-to-face or physical meeting.

1.5 Definitions

In this Re-Entry into the Training Programs Policy:

Action Plan means a plan collaboratively prepared by the trainee and their Director/s of Training (DoT/s) which identifies the proposed goals to be achieved, the timeframes associated with meeting the goals and the responsibilities of the parties involved in facilitating the action plan. The purpose of the action plan is to address issues associated with a trainee's performance and/or progression

Assessment means an activity used to gauge a trainee's progression through the Clinical Radiology Training Program or the Radiation Oncology Training Program and/or their competency against the requirements of the Clinical Radiology Training Program or the Radiation Oncology Training Program. Note: for the purpose of this Policy, the term 'assessment' is distinct to the term 'examination'

CEO means the Chief Executive Officer appointed by the Board of Directors of the Royal Australian and New Zealand College of Radiologists. This definition also includes an interim CEO for the College

Chief Censor means the clinician appointed under the Faculty By-laws to oversee all aspects of training and assessment conducted as part of the Clinical Radiology Training Program or the Radiation Oncology Training Program

College means The Royal Australian and New Zealand College of Radiologists

Decision means a decision which is the subject of this Policy and referred to in Part 2 of this Policy

Education and Training Committee (ETC) means the governing body under the Faculty By-laws that develops the educational content, assessments and accreditation mechanisms that ensure that trainees can become competent clinical radiologists and radiation oncologists

Examination means a form of assessment as defined in the College's Examination Policies

Fellow means a College member admitted to Fellowship of the Royal Australian and New Zealand College of Radiologists

Maximum Duration of Training means the upper limit of 10 years in which a trainee must complete all Clinical Radiology Training Program requirements or Radiation Oncology Training Program requirements

Member means a member of the College as specified under the RANZCR Articles of Association

Recognition of Prior Learning means the process by which a trainee is able to apply to the College to have their previous learning, experience or assessments (which predate commencement of approved RANZCR Clinical Radiology and Radiation Oncology accredited training), recognised

Recommencement of training means when a trainee who has been out of an accredited training position for a period of less than one calendar year is approved to commence accredited training again

Re-entry into training means when a trainee who has been withdrawn from training is approved to enter the Training Program again

Remediation refers to the processes/procedures contained within the Remediation in Training Policy which occur during/in training. This is in contrast to 'remediation' (after training) which is outlined under the College's Examination Policies

Remediation Plan means a plan collaboratively devised between a DoT/s and a trainee in accordance with the Remediation in Training Policy

Trainee means a College member actively participating in either the Clinical Radiology Training Program or the Radiation Oncology Training Program and is considered a student member under the RANZCR Articles of Association

Training Programs means the Clinical Radiology Training Program or the Radiation Oncology Training Program, which when successfully completed, leads to Fellowship of RANZCR

Training Site means an organisation that actively engages and is responsible and accountable for the delivery of training in Clinical Radiology or Radiation Oncology. These organisations may be public or private entities who are accredited by the College and are required to follow the relevant training curriculum and accreditation standards as set out by the College

2. RE-ENTRY INTO THE TRAINING PROGRAMS

2.1 Eligibility to Apply to Re-Enter the Training Programs

- (a) With direct reference to the Withdrawal from Training Policy, a trainee who has previously been enrolled in the Clinical Radiology Training Program or the Radiation Oncology Training Program and has voluntarily withdrawn is eligible to apply to re-enter the respective Training Program.
- (b) A trainee who has previously been enrolled in their respective Training Program and has been withdrawn by the College from that Training Program, will not be eligible to apply nor permitted to re-enter the same Training Program if the trainee has been withdrawn by virtue of:
 - Exhausting all examination opportunities/attempts available to them. Note: not sitting at an available opportunity is recorded as a missed opportunity and counted towards the maximum number of examination opportunities.
 - Reaching the maximum duration of training time limit or the maximum duration of time within a phase of training.
 - Refusing to participate or not engaging in completing an action plan process under the Performance and Progression Policy, or a remediation plan process under the Remediation in Training Policy (or is withdrawn for any other reason outlined under the Remediation in Training Policy).
 - Other grounds outlined under relevant College policies.
- (c) With direct reference to the Withdrawal from Training Policy, a trainee who has previously been enrolled in the Clinical Radiology Training Program or the Radiation Oncology Training Program and has been withdrawn due to circumstances other than those outlined in 2.1(b), is eligible to apply to re-enter the respective Training Program.

Note: Trainees eligible for 'Remediation after Training' will have their circumstances assessed in line with the provisions outlined under the relevant College Examination Policies.

- (d) A former trainee who is eligible to apply to re-enter the respective Training Program must write to the Chief Censor, outlining their circumstances and seeking permission to re-enter.
- (e) A former trainee must first seek permission to re-enter the respective Training Program before securing an accredited training position.
- (f) A former trainee must meet the requirements for re-entry to practice under relevant requirements for recency of practice as set by the MBA, MCNZ or other relevant regulatory authority to enable resumption of training.

- (g) The former trainee has the onus of proof to provide all relevant documentation, information and grounds to support an application for re-entry.

2.2 Approval Process

- (a) Subject to the approval of the Chief Censor and/or the appropriate ETC, the former trainee will be permitted to re-enter the respective Training Program.
- (b) In making their determination, the Chief Censor and/or the appropriate ETC will consider:
- the suitability to re-enter the respective Training Program;
 - the duration of time in which the trainee has been absent from the respective Training Program (recency of practice); and
 - any other considerations the Chief Censor and/or the appropriate ETC determine to be relevant.
- (c) Upon confirmation of having been approved to re-enter the Training Program as determined by the Chief Censor and/or the appropriate ETC, the trainee can then commence pursuing an accredited training position (at an accredited training site) within the respective Training Program.
- (d) The Chief Censor and/or the appropriate ETC may, if making a determination to approve a trainee's re-entry into a Training Program, apply conditions, restrictions or limitations on the former trainee's re-entry into the respective Training Program. This may include pre-entry arrangements for evaluation of skills, supervision arrangements, reporting and assessment requirements and other requirements to ensure safe, contemporary practice.
- (e) A former trainee who has been approved to re-enter a Training Program will be assessed on an individual basis by the appropriate ETC (and/or their delegated bodies/committees) for recognition of their prior learning (completed during the time a former trainee was first enrolled in the respective Training Program) in accordance with the Recognition of Prior Learning Policy.

Refer to the RANZCR Recognition of Prior Learning Policy for further information and application.

Note: A former trainee has the option of submitting an application for Recognition of Prior Learning at the same time that they are seeking permission to re-enter the respective Training Program. Alternatively, a former trainee may wish to initially seek permission to re-enter the respective Training Program and following that outcome, apply for Recognition of Prior Learning.

- (f) Recognition of Prior Learning that had been previously accepted with an original application (during the time in which a former trainee was first enrolled in a Training Program), is not automatically recognised and is to be resubmitted to the appropriate ETC (and/or their delegated bodies/committees) for consideration as outlined in the Recognition of Prior Learning Policy.

Refer to the RANZCR Recognition of Prior Learning Policy for further information and application.

- (g) The determination made by the Chief Censor and/or the appropriate ETC as to whether or not the former trainee will be permitted to re-enter a Training Program, will be made within a reasonable timeframe following receipt of the former trainee's application to re-enter the respective Training Program.

- (h) A former trainee will be permitted to re-enter their respective Training Program once only.

3. RECONSIDERATION, REVIEW AND APPEAL OF DECISIONS

Trainees seeking a reconsideration, review or appeal of decisions relating to permission to re-enter their respective Training Program can do so in accordance with the Reconsideration, Review and Appeal of Decisions Policy.

Refer to the RANZCR Reconsideration Review and Appeal of Decisions Policy for further information.

4. RELATED POLICIES

- Withdrawal from Training Policy
- Interrupted and Part-Time Training Policy
- Performance and Progression Policy
- Remediation in Training Policy
- Recognition of Prior Learning Policy
- Reconsideration, Review and Appeal of Decisions Policy

These policies can be downloaded from the College website.