



ISSUE	Assessment model
SUBJECT	AMC Supervision Guidelines.
DATE	February 2008

## BACKGROUND

Under the COAG IMG Assessment model, International Medical Graduates (IMGs) are required to undergo a period of structured supervision within the Australian healthcare setting.

## PURPOSE

The purpose of IMG supervision is to monitor and support the IMG throughout the introductory period of working within the Australian healthcare setting. The supervision period introduces and sets in place a culture of continuous learning and professional development, which are fundamental to medical practice in the Australian healthcare system.

Performance review and feedback are an integral component of continuous learning throughout a doctor's career, and feedback should encompass the IMGs strengths, areas that need to be improved and strategies which the doctor can employ to improve performance.

The level and frequency of supervision will be part of the conditions of registration granted to IMGs to work under conditional registration in the health system. Each IMG will be allocated a principal supervisor and may have one or more co-supervisors, when necessary, for their period of conditional registration. All of the supervisors will meet the criteria of the registration body for supervision of IMGs and will be willing and able to provide supervision for the period of conditional registration.

The principal supervisor is responsible, at the completion of the period of conditional registration, for providing an opinion on the suitability of the IMG for general registration.

It is suggested that uniform supervision reporting documents and framework should be used for all supervisees in the same category, for example both IMGs and local graduates in JHMO positions. This will negate the need for extra training for supervision of IMGs and should improve supervision for all doctors in supervised positions.

## PRINCIPLES OF SUPERVISION FOR IMGs

### Supervisors

- There will be a principal supervisor who oversees the supervision process and works with co-supervisors, when necessary, to collate information about the IMG
- All supervisors will agree to be supervisors and all will meet the registration body's criteria for supervisors
- It is expected that the supervisor will directly observe a significant amount of the IMG's performance
- When the principal supervisor is absent for a considerable time (>2 months) then an appropriate co-supervisor will be appointed to be the principal supervisor in the principal supervisor's absence

- Supervisors will be indemnified for providing reports about IMGs
- Supervisors will understand and comply with the reporting requirements
- Supervisors duties of supervision should occur in paid time

### **Supervisor Training**

- Supervisors should participate in agreed supervisor training, or provide evidence of appropriate recent training (for example, College )
- The training will include information on grading applicants to level of position and understanding of terms used in reports for example “expected level”, “consistently demonstrates”
- Supervisors must understand that the level expected of an IMG being assessed for general registration via the Competent Authority Pathway is that of a doctor who has successfully completed PGY1.
- Supervisors need to understand the position description of IMG and the expectations of the position including: clinical load, special features, out of hours work
- Supervisors will develop an understanding of the expectations of IMG in relation to this position and of the IMG’s prior skills and capabilities

### **Supervision Organisation**

- The Supervisor will arrange that the IMG meets a supervisor at the frequency specified in the registration document
- When any of the supervisors become aware of any concerns about the IMG’s work or other areas they will address these as soon as they are able
- If the concerns require reporting to the employing authority or the registering authority the supervisor will report these concerns in an appropriate format immediately

### **Provision of Regular Reports to Authority**

- Reporting frequency will be as specified in the registration document
- Reports will be provided in required format:
  - Will be matched to position descriptions
  - Should be matched to appropriate framework, for example ACFJD for JHMOs, GP reporting frameworks for GPs and other College frameworks for Specialists
  - Should be the same as those used for non IMG trainees
  - Must include the Position or Rotation of the trainee and the rotation within the year (if applicable) for example PGY3 Psychiatry, 1<sup>st</sup> rotation
  - Must include the usual grade or year of doctor who fills this position, for example PGY 2, First GP rotation etc
  - Must include period of appointment, and period of supervision being reported (if less)