

Victorian Intern Allocation (VIA) Swap

Purpose

The VIA is used to allocate Interns in Victoria to a health service using an optimised ballot.

This guideline outlines the criteria and procedures for candidates applying to swap their allocation due to a change in circumstances.

Scope

This guideline only applies to candidates participating in the Victorian Intern Allocation in Groups 1, 2 and 3.

Key Outcomes

A candidate who intends to swap their intern allocation with another candidate will be required to adhere to this guideline. Failure to do so may result in their allocation being rescinded.

Procedure

PMCV does not initiate Intern Allocation Swaps. This process is initiated by the candidates seeking to swap their allocation.

All swaps will be reviewed and approved/declined by the PMCV in accordance with this guideline.

PMCV will not assist candidates in finding a suitable swap partner.

Candidates seeking to swap their allocation who do not have a swap partner are recommended to reach out through their university presidents or the Medical Student Council of Victoria (MSCV).

Eligibility Criteria

Candidates participating in the Victorian Intern Allocation in Groups 1-3, who have accepted their allocation to a Victorian Health Service as part of the VIA.

Group 1	<ul style="list-style-type: none">• Graduates from an Australian University identifying as Aboriginal or Torres Strait Islander.• Australian Citizen or permanent resident and New Zealand citizens graduating from a Victorian Medical School.
Group 2	<ul style="list-style-type: none">• Australian Temporary residents graduating from a Victorian Medical School• Australian Citizen or permanent resident and New Zealand citizens graduating from an interstate Medical School but completed year 12 in Victoria.
Group 3	<ul style="list-style-type: none">• Australian citizen or permanent resident or temporary resident, New Zealand citizens or temporary resident graduating from an Interstate Medical School.

Candidates who intend to swap their Victorian Intern Allocation will be required to have the same residency/visa requirements. For example, an Australian Temporary Resident cannot swap with an Australia Citizen.

A candidate may apply ONCE for an Intern Allocation Swap.

If you are unsure if you and the swap candidate meet the criteria, contact PMCV in the first instance for guidance.

Application Process

The candidates who have agreed to swap their Victorian Intern Allocation may apply through PMCV in accordance with the Allocation Swap Guideline.

Submit Application	<p>Each candidate applying for an Intern Allocation Swap MUST individually complete the PMCV online application form.</p> <p>Applications must be submitted by the end of the third offer period as per the Intern Match Key Dates. Late applications will not be considered.</p> <p><i>A candidate may only apply for one swap in Victoria.</i></p>
Declaration	<p>Candidates applying for an Intern Allocation Swap must declare the following has not occurred for this swap to be considered:</p> <ul style="list-style-type: none"> • No money was or will be exchanged between candidates • Neither party were coerced into applying for a swap • They have read and understood the “Intern Allocation Swap” guideline <p><i>In the event of the declaration being breached, PMCV may rescind candidate’s offers of Internship in Victoria.</i></p>
PMCV Receipt of Applications	<p>PMCV will notify both candidates when both applications have been received and advise on the expected outcome date.</p>
Outcome	<p>PMCV will inform candidates in writing of the outcome of their Intern Allocation Swap application within 5 business days of both applications being received or date specified by the PMCV.</p> <p>PMCV will advise the health services involved, if the swap is approved, if they have already received their candidate allocation list.</p> <p>PMCV will update the candidate’s allocation within the official APS to reflect the approved allocation swap.</p>
Appeals	<p>Candidates will not be able to appeal against the PMCV decision.</p> <p>Candidate application for a swap will only be declined if they do not meet the eligibility criteria of the Victorian Intern Allocation Swap Guideline.</p>
Cooling off Period	<p>After a Victorian Intern Allocation Swap has been approved, candidates will have 5 business days as a cooling off period.</p>

	In the event a candidate changes their mind and no longer wants to proceed with the swap, they must inform PMCV in writing of their decision.
Declining Allocation after an Allocation Swap	<p>If either candidate in the Intern Allocation Swap declines their “swapped” allocation before the end of the third national audit period (as per the Intern Match Key Dates) the original allocation will be reinstated.</p> <p>PMCV will notify the candidate and health services affected by the decline of allocation, once this has been identified. This will then be reverted in the PMCV APS.</p>

Version Control

Version approved along with date of next review.

Version	Amendments by	Changes	Date
1	M. Vellios		09/12/2024

Approved by **Julie Hatty**

Next Review: **November 2026**

Date: **07/01/2025**
