

POSTGRADUATE MEDICAL COUNCIL OF VICTORIA

PMCV 2025-2026 Match Rules

**Rheumatology New and Continuing
Advanced Trainees Match**



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General Rules

There is a central appointment process for Rheumatology Trainees in Victoria and Tasmania.

In 2025, for 2026 positions, the Postgraduate Medical Council of Victoria (PMCV) will conduct the Rheumatology Advanced Training Match for Victorian positions on behalf of the Co-ordinator of Rheumatology VIC TAS Advanced Training and Department of Health (DH).

Applications for Victoria/Tasmania positions are lodged via the PMCV website and close at **05:00 PM 25 July 2025**.

Please note: If you wish to be considered for a position outside Victoria or Tasmania, you will need to lodge a separate application with the relevant State or Territory.

All new applicants who are appointed to new positions in Victoria/Tasmania for 2024 through the Central Appointments Process will be accepted as Rheumatology Advanced Trainees for 2 core years subject to satisfactory progress reports.

Contact:

To ensure the selection process is fair and transparent, we ask that applicants to enter the training program not contact or meet with members of the selection committee (heads of rheumatology departments or their delegate) prior to the selection interview. Please do not email committee members directly or forward them your CV. You may contact PMCV or the Advanced Training Coordinator if you have questions about the application process. However, please read the information in this document carefully before doing so.

DESIGNATION: Dr Sabina Ciciriello - Rheumatology Advanced Training Coordinator - Vic/Tas Rheumatology Advanced training (sabina.ciciriello@mh.org.au).
Allocation & Placement Service - PMCV (allocations@pmcv.com.au)

How to apply

Applications for all Rheumatology advanced training positions must be completed using the PMCV computer matching website. You do not need to apply to the individual sites directly.

Positions are advertised on the RACP website and on the PMCV Allocation and Placement Service.

Applications open on the PMCV Allocation and Placement Service website for Rheumatology Advanced Trainees match for new and continuing trainees Applications open at **9:00 AM 07 July 2025** and close at **5:00 PM 25 July 2025**.

Applicants will be able to re-order or remove their existing hospital preferences until **5:00 PM 13 August 2025**. No new preferences can be added after **05:00 PM 25 July 2025**.

Please note referee reports must be received by **5:00 PM 25 July 2025**, *so early application and nomination of referees is strongly advised. We encourage you to check online if their references have been lodged, and gently remind them if not.* Please note that members of the trainee selection committee cannot act as referees.

1. Rheumatology Advanced Training Institutions

All listed Health Services recruiting Advanced Rheumatology Trainees must utilise the PMCV Rheumatology Advanced Trainee Match and may not go outside the service for the appointment of Rheumatology Trainees. Each Health Service has a pre-determined limit on the number of Rheumatology Trainees it will take as an outcome of the match. Health services are responsible for determining and organising their Rheumatology training programs to meet current RACP curriculum requirements.

We expect that there will be 11 rheumatology positions available in 2025 for trainees entering the program. However, this is liable to change. The RACP requires that the two core years of training are completed at two different sites. The sites included in the Vic/Tas process are:

- Alfred Health
- Austin Health
- Eastern Health
- Monash Health
- Northern Health
- Royal Hobart Hospital
- Royal Melbourne Hospital
- St Vincent's Hospital
- Western Health

In Victoria, trainees are usually employed by the individual institutions (rather than by the Department of Health and Human Services as occurs in other states and territories).

We require candidates to list **all** positions (in your preferred order) in the match.. It is a requirement of acceptance into the Victoria/Tasmania program that candidates agree to listing and being potentially matched to a Tasmania position. This applies to both candidates entering the program for their first year of core training and to those already in the program who are participating in the match for their second core year of training. If candidates are matched to a Tasmanian position, they will be required to move to Tasmania for the year. If the successful applicant declines a job offer at the hospital to which they were matched, they will be out of the match and the next highest applicant who missed selection initially will be offered that position.

Details of the positions are found in the Health Service Directory (see Reading Materials under the match).

The Advanced training selection process is competitive, and therefore merit-based. Both candidates and Health Services rank their preferences as part of the Match process. In accordance with the allocation and placement procedures, the preferences of candidates are considered with reference to where a candidate is ranked by a Health Service.

It is not permissible for candidates or Health Services to divulge their preferences / rankings to another party at any time.

All Health Services participating in this Match abide by the allocations and placement service code of conduct as detailed on our web site [PMCV Allocation and Placement Service](#) and must utilise the PMCV Rheumatology Allocation and Placement Service and may not go outside the service for the appointment of Rheumatology registrars.

2. Candidates Eligibility

To be eligible to apply for selection as a Rheumatology Advanced Trainee undertaking clinical training with the Royal Australasian College of Physicians (RACP) through the Specialty of Rheumatology, an applicant must meet the requirements described below.

- **Royal Australasian College of Physicians (RACP)**

The applicant must be registered with the RACP and, unless stipulated by the College to the contrary, have successfully completed all Basic Physician Training examination requirements. The continuing trainee match is for continuing trainees in Rheumatology only.

- **Residential qualification:**

Although the RACP does not have any specific residential requirements for trainee registration, selection committees are aware that the employing Health Service(s) or institutions may have citizenship/residency requirements which need consideration in appointment decisions. **Overseas-trained specialists in Rheumatology must be residing in Australia and hold a valid working visa for their application to be considered by the employing institutions.**

- Australian and New Zealand citizens and applicants with permanent residency who are eligible for appointment will be offered positions before those with temporary visas.

If you meet the Eligibility Criteria for Rheumatology Advanced Training, you can enter the match.

3. Match Process 2025

All participating Health Services have agreed to participate in the Victorian and Tasmanian state-wide selection process, with no Health Services permitted to go outside the match. The selection committee shall comprise of the Head of the Rheumatology Departments of the participating institutions (or their delegate) and a Vic/Tas ARA representative.

New applicants who are successful in the competitive selection process outlined below, and advanced trainees entering their second year of core training can enter the match.

Selection Criteria

Only applicants who meet the eligibility criteria above will be considered.

Key Skill Requirements/Competencies:

1. Demonstrated suitable academic achievement and interest in rheumatology.
2. Demonstrated clinical competence, encompassing logical diagnostic reasoning, and sound medical knowledge.
3. Demonstrated interpersonal skills, including the ability to work as a team member and to relate successfully with other staff at all levels.
4. Demonstrated ability to communicate clearly and concisely in both spoken and written English, including formal and informal presentation of scientific, teaching, or clinical material.
5. Ability, interest, and willingness to participate in the teaching of rheumatology and in research.
6. An understanding of the concepts of a client focused service, and of the principles of quality management and continuous quality improvement.

Applications and referee reports from all eligible applicants will be evaluated based on the eligibility and selection criteria. A short list will be created and interviews will be offered to these candidates.

Factors considered in the short-listing process include:

- Applicant's CV addresses the criteria detailed further in this document
- Past performance as indicated in referee reports

Ranking of Applicants

Applications from all new applicants to the rheumatology advanced training program are ranked independently by each of the members of the selection committee resulting in an aggregate rank order from which a shortlist will be created. Interviews will be offered to shortlisted candidates.

The actual number of positions available for new applicants to Rheumatology Advanced Training will be determined by the number of current advanced trainees continuing training and the total number of positions for each given year.

Application and Curriculum Vitae:

All CVs are independently assessed and scored by the selection committee members. The domains against which a candidate's CV will be ranked include:

Educational achievements including medical degree, other degrees and postgraduate study

- Candidates should list all qualifications relevant to the medical field.
- Success in specialty examinations and awards or academic prizes should be included.

Rheumatology experience

- Candidates should include any rheumatology terms undertaken, and the length of time spent in a rheumatology setting.
- All rheumatology-related interest or experience should be included.

Publications and Presentations

- Candidates should reference all publications, audits, abstracts, posters and presentations in the field of rheumatology, as well as publications more generally. The category of publication or presentation should be clearly stated. Publications should be cited with full information in a standard format as accepted for references in a published paper.

Quality Assessment and Improvement Activities

- Involvement in activities such as audits designed to measure and improve the quality of processes or outcomes.

Teaching

- Candidates should detail any teaching they have undertaken.

Other endeavours

- Candidates should detail any activities that they excel in outside the field of rheumatology. This could include, but is not limited to: achievements in sporting activities, the business arena, performing arts and music, volunteer activities, awards, and positions on boards or committees.

Presentation of CV

- Ability to communicate clearly in written English

Referee reports:

Structured referee reports are requested from candidate-nominated referees, with five domains assessed on this modality:

- Clinical skills and knowledge base
- Professional and ethical behaviour
- Communication and interpersonal skills
- Teaching and learning
- Leadership and teamwork

For new applicants to Rheumatology Advanced Training, at least one of the three referee reports should be from a current supervisor. Two referees should be from the last 2 years. Members of the selection committee cannot act as referees.

Referee reports are utilised in the short-listing process. In the selection process, they may be used to help determine the strengths and weaknesses of individual candidates, to enable the most appropriate decision regarding the placement of candidates with similar ranking.

Interview

The Coordinator of the Appointment Process for Rheumatology Advanced Training organises interviews after the shortlisting process is completed.

Interviews will be held on the afternoon of Thursday the 7th of August. Shortlisted candidates will be contacted for interview.

A semi-structured interview will be held with the selection committee members. The interview will take approximately 15-20 minutes.

It is the applicant's responsibility to make the appropriate arrangements to attend the interview and to meet the associated costs. The interviews this year will be held virtually via an online teleconferencing platform.

Following completion of the interviews, applicants will again be ranked independently by the selection committee members based on an overall judgement of candidate strength from their CV, referees and

interview. This will result in an aggregate rank which will determine successful candidates to enter the match. Successful candidates will be contacted by phone by the coordinator.

Candidate Preference List (CPL):

Candidates will be able to add all available positions to their Candidate Preference List (CPL) in the Allocation and Placement Service until **05:00 PM 25 July 2025**.

Candidates will be able to re-order existing positions on their CPL until **05:00 PM 13 August 2025**.

Health Services will have access to information only from candidates that apply to them via the PMCV allocation and placement service.

Both candidates and Health Services will rank their preferences prior to the match. In accordance with the allocation and placement process, the preference of candidates will be considered with reference to where a candidate is ranked by a Health Service.

Candidates must complete an application through the APS (Allocation and Placement Service) website prior to the closing date. Any incomplete application will not be considered.

4. Match Results

Successful applicants will be contacted by phone by the hospital Head of Unit or delegate, after a valid match has been declared. If the successful applicant declines a job offer at that hospital to which they were matched, they will be out of the match and the next highest applicant who missed selection initially will be offered that position.

Health Services and candidates will be able to access their match results via log in to the Allocation and Placement Service.

The PMCV will supply the coordinator the complete match results.

IMPORTANT: Only one offer will be made to each successful candidate.

Applicants who decline that offer will NOT be offered any other position within the network.

Matched Applicants: Computer Matching results are available to candidates and Health Service administrators via the PMCV computer matching website from **10:00 AM 26 August 2025**. Matched candidates will receive an email from the PMCV advising them that they have been offered a position through the match and should check the details on the PMCV website.

Letters of appointment are made to successful applicants by the relevant institution.

Overall ranking will not be available to candidates.

Applicants who are not offered a position in the initial round of offers may be contacted if positions become vacant or if new positions are created if they scored sufficiently well as to be considered suitable for employment in a Rheumatology Advanced Training position.

Applicants may submit a request for feedback from the Coordinator of Rheumatology Advanced Training in Victoria and Tasmania, Dr Sabina Ciciriello (sabina.ciciriello@mh.org.au)

5. Unmatched Candidates

Unmatched applicants will receive an email from the PMCV advising them that they have not been offered a position through the match. Unmatched applicants will remain on a ranked list and will be notified should a position become available.

Please note: Rheumatology Advanced Registrar positions which become available during any year due to unforeseen circumstances (such as parental leave or resignation of a registrar already in the training program) may occur outside the PMCV matching service.

6. Application of Match Rules

These Match Rules apply only to the 2025 Rheumatology Match.

7. Privacy and Confidentiality

All personal information submitted by candidates including their application, CV, referee reports and current supervisor's reports will be accepted as private and confidential information.

In submitting that information the candidate consents for their application, CV and referee reports to be made available to the Health Services which the candidate has nominated on their Candidate Preference List and to the members of the relevant interview panel specifically for the purpose of the Central Appointments Process only.