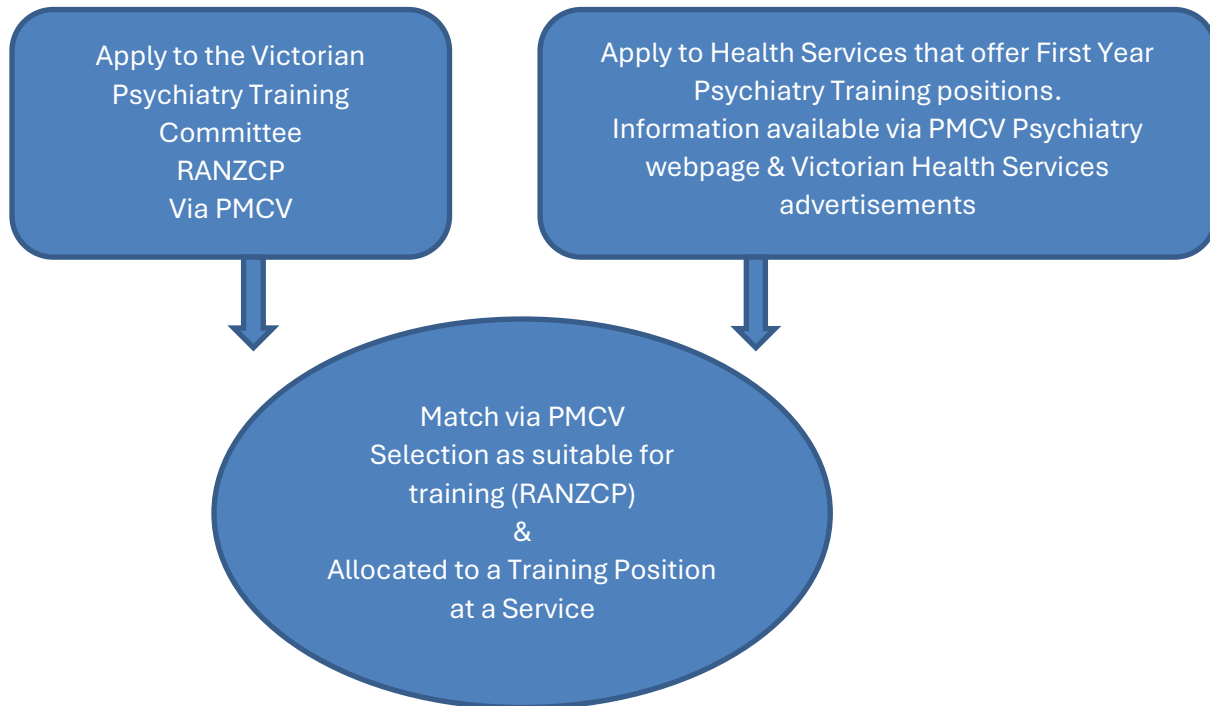


Victorian Psychiatry Application and Selection

To be eligible for a Psychiatry training position, applicants must apply to both the VPTC via the PMCV and to each Health Service they wish to train in via the Health Services individual advertisements.



Who can apply for Psychiatry Training

Prerequisites for applying to enter the Fellowship Program are:

- a medical degree
- in Australia if you have completed medical training after 2023, the NFPMT (National Framework for Prevocational Medical Training) Certificate of Completion
- at least two years of full-time general medical training after medical school for applicants commencing in 2025
- current, general or specialist registration as a medical practitioner in Australia or current registration within general, provisional general or vocational scope of practice in New Zealand
- doctors in Aotearoa New Zealand must hold general medical registration without endorsement

To be selected to the training program you need to have

- a job offer for an accredited training post. The VPTC match allocates successful applicants to training positions in Victoria. Considering applicant and services confidential preferences for training. It is important for applicants to meet with prospective services in order to be considered for preferencing.

Applicants Lacking Full Medical Registration:

Any applicant who has or has had special conditions, limitations, notations, undertakings or provisional requirements imposed on their registration must provide full disclosure of the nature of these to the Committee for Training (CFT) via the VPTC. The CFT will review the information provided on a case-by-case basis to determine the applicant's suitability for training.

Applicants who are NZ medical school graduates, are required to have completed two years of prevocational medical training prior to commencement of training in Australia.

Applicants who hold the NZREX qualification and have successfully completed the required rotating internship (4 runs accredited) are eligible for the competent pathway. International Medical Graduates (IMGs) on this pathway can be provisionally registered in Australia. Once registered, IMGs then complete 12 months of supervised practice and will need to provide evidence in their application of availability and likely completion prior to commencing training.

Overseas Qualifications:

IMGs are required to have obtained Australian General Medical Registration before commencing training in Victoria. At the time of application and shortlisting applicants must provide evidence they have no examination or access to supervised practice requirements to be considered for shortlisting.

- Applicants who have not passed AMC examinations at the time of shortlisting are not eligible to apply.
- Applicants who have successfully completed the AMC examinations and/or qualifying process to gain Australian General Medical Registration and are waiting for registration to be awarded, **must provide written evidence in their application of their eligibility to gain general medical registration in their application.**
 - Evidence of AMC examination completion and
 - Letter from current and future employer confirming availability of rotation to ensure completion of all clinical requirements before the beginning of the training year.

Summary of Processes of Victoria's Psychiatry First Year Training Match

1. Applicants **apply to both**
 - **PMCV** to enter Psychiatry first year match, with complete application and relevant evidence and nominated health service preferences
 - **Individual health services** to be considered for preferencing for training
2. Shortlist meeting by VPTC considers **eligible applicants** to proceed to selection panel based on
 - Quality of the application including 300-word statement
 - evidence of general medical registration
 - prior clinical experience in psychiatry
 - nature of references; it is preferable that referees have worked in a supervisory role with the applicant in the recent period, and a reference from a psychiatrist
3. VPTC selection panel determines **applicants selected as suitable** to enter the match
 - VPTC advises applicants and services
4. Applicants selected to enter match can reorder or delete existing health service preferences
5. Services finalise their preferences
6. PMCV Conducts Match and results are published of **applicants matched to a training position** for 2026
7. Successful applicants must **accept or decline** within 48 hours or will result in an automatic decline
8. **Unmatched applicants'** details will be shared with services with any unmatched positions
9. Unmatched applicants to consider interstate or NZ training

See the **full list of Key Dates** link to a PDF here: <https://www.pmcv.com.au/2025-first-year-psychiatry-training-match>

Application to VPTC

All applications will be made via the PMCV Allocation and Placement Service (APS) website (<https://www.pmcv.com.au/2025-first-year-psychiatry-training-match/>). Applications open on Tuesday 29th April 2025 @10:00am

Please make sure all supporting documentation is included in your application. It is the responsibility of the applicant to make sure a complete application is made by the closing date and time. Only fully completed applications will be considered by the VPTC at the short-listing meeting.

**Closing date for applications is Monday the 26th of May @ 5:00pm AEST
A late or incomplete application will not be accepted**

Referee Reports:

Applicants must nominate referees via their APS account as soon as possible when applying for the Match. Referees will then automatically receive an email with a link to an online Referee Report Form. Once a referee has completed the form it is saved against the relevant candidate's profile. It is recommended to have a 'psychiatrist' complete one or more of your referee reports.

Please note candidates must contact their referee before they nominate them, to ensure they consent to providing a reference, to ensure that they will be available to do so during the application period, and to confirm their contact details. It is the candidate's responsibility to ensure their nominated referee completes the form on time.

The closing date for the Referee Reports is Monday the 26th May @ 5:00pm AEST

Please note - all referee reports will be accessible to services; this process is consistent with other state branches within the college and reduces the impact on applicants and referees' time.

Application to Services: Hospital Interviews and Selection:

All applicants MUST simultaneously apply for positions at the relevant hospitals/services which are accredited training providers to be considered in the Match for available first year positions (i.e. as well as applying to VPTC). These institutions have a separate application procedure. The list of the first-year training positions available in each hospital/service is provided on the PMCV Psychiatry webpage.

Hospital Preferences:

Applicants are strongly advised to only preference services with whom they are willing to be matched, and work in. Applicants can decline a match, however this can create a disadvantage that results in other applicants and services not matching with their highest preference. For this reason, applicants are discouraged from declining matches. In the event of an applicant withdrawing after accepting a match, candidates will need to provide a statement of reasons for withdrawal with VPTC prior to gaining approval to apply for the match in a subsequent year.

Applicants are required to submit a preference list in their application outlining their preferred hospitals/services with accredited first year training position/s. Applicants should contact hospitals/services they are considering preferencing in making this decision. Applicants are advised to include several hospitals/services in case they are not successfully matched to their first preference.

The closing date to add new Hospital Preferences is Monday the 26th of May @ 5:00pm AEST

The final date for candidates to re-order/delete existing preferences is Tuesday 22nd July 2025 @ 5:00pm AEST

Interview:

Candidates who have been approved to participate in the Match process will have a button appear on their APS candidate dashboard once the interview process is open. Applicants will also receive a notification email advising them once the interview has opened. Candidates will need to log into their APS account to complete their video interview.

Please note the following dates:

Tuesday 27th May 2025 @ 10:00am AEST	Video Interviews Open
Thursday 29th May 2025 @ 5:00pm AEST	Video Interviews Close

The format of the interview will be several standardised questions, with an opportunity to first do a practice question that is not recorded. Once the actual interview starts, applicants will have a minute or two to read and contemplate a question, then another couple of minutes to record their answer. The interview will be approximately thirty minutes in duration. Those applicants who are successfully shortlisted will have their interview reviewed by considered members of the VPTC.

You can find out more about One Way Video Interviews here:

<https://www.indeed.com/career-advice/interviewing/one-way-video-interview>

Short Listing:

The VPTC shortlists applicants to determine if they are eligible to be considered for training. The VPTC will regard the following criteria as particularly relevant:

- prior clinical experience in psychiatry
- nature of references; it is preferable that referees have worked in a supervisory role with the applicant in the recent period.
- having at least one reference from a psychiatrist

Applicants not shortlisted will be notified as soon as possible and individual feedback offered at the request of the applicant.

Notification of Results of Selection and Allocation Procedure:

Refer to the PMCV schedule of dates

Approved applicants and registered health service administrators will be emailed the Match results on **Thursday 7th August 2025**. The results will also be accessible by logging in to the APS system.

Accept or Decline Deadline:

Please note you **must formally** accept the offer made as a result of the Match process within 48 hours. If you do not do so, **the offer will lapse. Accept/Decline deadline 9th August 10am AEST.**

Match Process:

The following provides a brief explanation of the match process:

A mathematical matching algorithm is used by PMCV to allocate candidates to available positions.

This algorithm uses four parameters to allocate a candidate to a position. The four parameters are:

- Candidate health service preferences.
- Health service's ranking order of candidate.
- Number of positions available.

The algorithm considers the first preferences of the trainees in the rank order and if this matches with the services preferences as listed within the number of positions they have; this is a match. The system considers all trainees first preferences in turn. During this process if positions are taken up by other trainees, the first preferences of all unmatched trainees is revisited again until this is completed. It then considers trainees second preferences only when a trainee's first preference is not possible (i.e. the service has not listed them or have filled their training positions) and this is done in the same systematic way until these possible matches are exhausted before moving onto the third, then fourth preferences in turn. This process guarantees transparency and fairness to all applicants, and the outcome is additionally scrutinized by members of the VPTC committee prior to the Match outcome release.

Commencement as a Psychiatry Trainee:

Only applicants selected by the VPTC and who have been matched to a training position with a hospital/service will be accepted into training and have their training accredited by the RANZCP. A hospital cannot independently appoint someone who has not been selected by the VPTC.

Applicants unable to secure a training position in Victoria, are encouraged to consider applications interstate or to New Zealand for training positions and liaise through the VPTC Office for further details.

Selection into the training contingent on being matched to a hospital/service with accredited first year training position/s

An approved deferment of the commencement of training is a type of break in training. Deferment will be considered and approved on a case-by-case basis by the VPTC. Trainees must include the reason(s) for their application, duration of proposed deferment and proposal for commencement of training in their application. Deferment can only be approved for a period of 1 year.

An applicant's VPTC approved deferred commencement of training will remain valid, subject to the applicant continuing to meet the eligibility criteria. If applicants fail to commence or are not approved for deferment, they are required to apply in the next year's intake, generally late April. After applications open all previously approved applicants who have not yet enrolled in training will need to re-apply, other than when deferment has been granted as per above.

Formal Education Course

All psychiatry trainees must complete a 3-year accredited formal education course during their first three years of training. Applicants who have commenced a formal education course prior to becoming a psychiatry trainee may have up to one year of this training recognised prior to their commencement of training, with discussion and approval by their Regional Director of Training.

Mid-Year Commencement:

Occasionally an applicant who is successfully matched to a training position for the following year is already working in an accredited first year training position; they are then eligible to enter training from mid-year on the proviso that they:

- are enrolled in the formal education course.
- are receiving the supervision requirements for a Stage 1 Trainee.
- can provide a supporting letter from the hospital/service where they are currently working, can provide a supporting letter from the training service they have been matched to that supports their application and will ensure access to all training requirements in the minimum time required for training.

Please note, the cut-off date for successful applicants to apply for mid-year entry: Friday 5th

September 2025 @ 5:00pm AEST

Process of Appeal:

If an applicant is not satisfied with the outcome of any part of the selection process, they may initially appeal to VPTC for an informal review. If they are still not satisfied at the conclusion of such a review the applicant is able to make a formal appeal to RANZCP. This process is outlined on the RANZCP website.

Applying to Health Services

All Services with vacant training positions usually advertise their RANZCP-accredited Training Positions in April or May. Applicants should review services websites, looking for positions described as 'First Year RANZCP Training Positions'.

If an applicant does not see an advertisement from a service, they may either:

- Contact that Service directly, enquiring to the Hospital Coordinator of Training about RANZCP Training Positions for First Years or
- Contact the RANZCP Regional Director of Training, who will be aware of any RANZCP-accredited Training Positions and be able to advise who the applicant should contact within the service to apply.

Each Service will have an application process, including submission of current Curriculum Vitae, Referees and a formal letter of application. Applicants are encouraged to meet with the staff member nominated by each service as responsible for recruitment to the RANZCP Positions. This will ensure that the Applicant has the opportunity to gather information about the Service, and the unique training opportunities provided by each service.

Each Service will require the applicant to attend a formal interview in addition to the above if the applicant wishes to seek a position in that service.

Applicants are required to submit a list of preferences in their application, of which services they are applying to work at. Services will also prepare a list of preferred applicants for submission to PMCV. When applicants are meeting with Service Representatives, there are clear requirements when discussing preferences for the VPTC Match:

Services may certainly indicate to the applicant that they would like to have the applicant work with them. Services may not, however, offer applicants accredited training positions which are included in the VPTC Match. This is not permitted, as occupation of these positions is contingent upon selection to RANZCP Training.

Services may not ask applicants anything of how they will be listing their preferences, nor direct them to list any preferences. Services will not be informed of applicants preference ranking; they however will only have visible those applicants who have preference that service.

Applying to the Victorian Psychiatry Training Committee (VPTC)

VPTC applications will be available to begin on 29 April 2025 via the PMCV APS website.

The application process includes clear instructions as to what applicants must submit to the VPTC on the PMCV, including:

- **An application form**
- **Completion of online Curriculum Vitae form, including a 300-word statement**
- **References x3**
- **Proof of unconditional General Medical Registration with the Medical Board of Victoria.**

- If relevant - AMC examination pass and support letter from service that have access to positions to meet remaining clinical requirements for General Medical Registration before commencement of the training year
- **A statement regarding your work performance from each hospital/training scheme or practice at which you have been employed up to the time of application, or for the last 24 months.**
 - This is usually obtained from the Clinical Director or the Medical Workforce Unit of a Service and is a brief statement which includes your period of employment, classification i.e. PGY2, general performance and any other comments.
- **One way video interview:** Video Interviews open 10am AEST Tuesday 27th May 2025 and close at 5pm AEST Thursday 29th May 2025

The VPTC Dates for Selection and Allocation for 2025 lists the deadline dates for application on the PMCV Psychiatry webpage <https://www.pmcv.com.au/2025-first-year-psychiatry-training-match/> noting a completed application includes Referee reports, and the applicant's preferences for Service Positions.

Applications submitted by the deadline that also meet the selection criteria will be assessed by VPTC for the purposes of short listing. Shortlisted (selected) applicants will be eligible to participate in the Match.

Applications will only be accepted if completed by the closing date Monday 26th May 2025 @ 5:00pm AEST

Only applications made via the PMCV APS website will be considered.

Applications will not be accepted:

If an application is incomplete or if it is not made via the PMCV APS website.

The Applicant is selected to the RANZCP Victorian Psychiatry Training Program on the basis of:

Their application, written references, one-way web-based interview.

Selection occurs at a VPTC meeting after all interviews are completed. Please note 'selected applicants' are still required to be successfully matched to a training position in the PMCV Match to commence training in RANZCP.

Once selected to be suitable for RANZCP Training, successful applicants are included in the PMCV Match. In this process, preferences of applicants and Services are matched. Assuming both parties have selected one another, a match may be successful, dependent upon the number of placements available for that Service. Services are not informed of the applicants' preference rating and can only view the applicant if the applicant had preferenced that service. It is recommended: for all applicants to list all services in which they would be prepared to work at, prior to the closing date Monday 26th May 2025. Those applicants who proceed to the Match are asked to re-order/delete existing preferences before the 22nd July 2025, to ensure their willingness to train with this service. Applicants cannot add additional services to their preferencing after 26th May, 2025.

Successful applicants will be able to view the PMCV APS website of the Match outcome 7th August 2025. Successful applicants will additionally be contacted by their Regional Director of Training. The RANZCP sends written confirmation to successful applicants in the following four - six weeks.

How do the VPTC Select Applicants for Victorian Psychiatry Training

Applicants will be assessed on their academic record, employment history and level of competence in general medicine, interpersonal and communication skills, professional relationships and ability to work in a team setting; and their ability to understand psychological issues relating to their patients and their work environment.

Fairness and transparency:

The selection process follows a standardized RANZCP selection protocol.

We have provided an outline of the criteria and process here, so that all applicants can see this.

How is the selection process organised?

A Selection Committee is convened and is orientated about the selection process, and the criteria and issues as described below. These panels aim to have a mix of genders, to include a trainee representative and often have an advisor with HR experience. They are often members of Branch Training Committees or local Training Program Committees.

You are assessed in several ways:

- Your written application and CV
- Referee reports
- Your performance in the web-based video interview

Weighting:

Advantageous: The criterion is advantageous to the ability to perform the requirements of the post.

Important: The criterion is important to the ability to perform the requirements of the post.

Very important: The criterion is very important, and the applicant must achieve or satisfy this criterion.

What is regarded as important?

There are eight criteria used to identify the most important qualities, skills or experience wanted in applicants taking part in the selection process:

Criterion	Assessment Tool	Weighting
1 Above average performance academically	Online CV form	Important
2 Above average performance from past employment history	CV & Referee Reports	Very Important
3 A good level of competence in general medicine	Referee Reports	Important
4 Experience working in a psychiatry setting	Web-Interview, CV & Referee Reports	Advantageous
5 Proven ability to work in teams	Web-Interview & Referee Reports	Important
6 An understanding of psychological factors in medicine and psychiatry	Web-Interview & Referee Reports	Very Important
7 Good interpersonal and communication skills	Web-Interview & Referee Reports	Very Important
8 Other useful experiences and skills e.g. ability or experience working with indigenous people; experience of other cultures; work in rural areas; and language skills; other useful interests.	Web-Interview & CV	Advantageous

How should you answer questions that you may be asked in the one-way web interview?

Honesty is best. Selection panels are more impressed with applicants having insight into any areas they feel they need to work on, rather than pretending they have no problems or doubts at all.

Similarly, selection panels are more reassured to hear how you generally cope with stress than to be told that you never experience this.

How does the RANZCP selection process tie in with hospital employment?

There is a separate process to apply to potential training services. Services can view applicants recorded interviews, if the applicant has preference the service in their application via the PMCV.

Applicants can liaise with the Service Coordinator of Training as to how this is organised. Services cannot offer a training position to enter first year independent of the First year psychiatry match run with the RANZCP.

What Services can I apply for Selection?

Training Regions in Victoria

The Northern Training Region

The Northern Region Training Program includes the Mental Health Clinical Service Units of Albury Wodonga Health, Austin Health, St Vincent's Hospital, Eastern Health, Forensicare and Bendigo Health. Whilst Trainees usually remain with their training service throughout training, opportunities exist to transfer or have a secondment. There are a number of state-wide positions available in the Northern Region provided through Eastern Health, Spectrum Personality Disorder Service, Austin Health Brain Disorders Program and Psychological Trauma Recovery Service, the St Vincent's Hospital Koori Inpatient Service, and Victorian Dual Disability Service.

Northern Region first year positions are distributed between Albury Wodonga Health, Austin Health, St Vincent's Hospital, Eastern Health, and Bendigo Health. First Year Trainees generally work a six-month rotation within their hospital inpatient unit and then in another six-month rotation in either inpatient or community outpatient positions. In second year, Trainees undertake a six-month Child and Adolescent Psychiatry rotation. The second six-month rotation usually consists of a range of rotations that may include Psychiatry of Old Age, Indigenous Mental Health, Drug and Alcohol Services, Forensic Services or Community Rehabilitation.

In the third year, Trainees spend six months working in Consultation Liaison at Austin Health, St Vincent's, Bendigo, or Eastern Health. Depending on Trainee requests, there is also capacity to undertake rotations in other specialty areas through the Mercy Women's Hospital and Forensicare, however must be negotiated with the Hospital Coordinator of Training.

Fourth- and fifth-year Trainees have a wide range of positions and depending on the Service these can include Advanced Training in Psychiatry of Addiction, Old Age, Consultation Liaison, Child and Adolescent, Psychotherapy, Forensic and Generalist Psychiatry. Sub-specialty rotations are also available to Generalist Trainees, which include Addiction Psychiatry, Intellectual Disability, Post Traumatic Stress Disorder, Perinatal Psychiatry, Neuropsychiatry, Rural Health, Eating Disorders, Research, Trauma - Transcultural Psychiatry and Indigenous Mental Health. There is also opportunity for Northern Region Trainees to train in the private sector, with accredited positions at the Melbourne Clinic, North Park Hospital, Epworth Camberwell, and Delmont Hospitals.

Please see the PDF links below, under 'Accredited Hospitals/Services in Victoria' for a more detailed description of the hospitals/services via the services web pages - career pages, or Hospital Coordinator of Training contacts.

The VPTC's Northern Regional Director of Training is Dr Pam

Cooke: Telephone: 94965308

Email: pam.cooke@austin.org.au

The Southern Training Region

The Southern Region Training Program includes five teaching services:

- Monash Health comprises of Monash Medical Centre, Casey Hospital and Dandenong Hospital.
- Alfred Health (also includes Caulfield General Hospital)
- Peninsula Health
- Latrobe Regional Hospital
- Goulburn Valley Hospital

Each Service is committed to training and is responsible for providing local education programs. In addition, there are linkages between the Services specifically aimed at facilitating preparation for clinical exams.

Quality of the training program in each Service is overseen by the Southern Region Training Committee (SRTC). SRTC is made up of local Hospital Training Coordinators and trainee representatives.

Every Service in the Southern Region (SR) provides trainees with all the mandatory rotations and experiences as set out by the Competency Based Fellowship Program (CBFP).

In addition, a wide range of specialty and subspecialty psychiatric experiences are offered within the region. Some examples include Infant & Perinatal Psychiatry, Addiction Psychiatry, Specialist ABI Services, Psychotherapy experiences, Forensic Psychiatry and rotations to private hospitals such as the Victoria Clinic and St John of God and Pinelodge Clinic.

There are opportunities to be involved in Research in the major Services.

Applicants wishing to work at any of the hospitals in SR must contact the Services directly as per services website career pages, or Hospital Coordinator of Training.

The VPTC's Southern Regional Director of Training is Dr James

Nahamkes: Telephone: 97881827

Email: JNahamkes@phcn.vic.gov.au

The Western Training Region

The Western Training Region consists of Eight RANZCP Training Programs:

- Ballarat Healthcare
- Barwon Health Service (Geelong)
- Mercy Mental Health (Werribee)
- Mildura Base Hospital
- Northern Health
- Royal Melbourne Hospital
- Western Health
- Southwest Health care (Warrnambool)

Western Region Training services have a long reputation of working collaboratively. Trainees in this region enjoy the capacity to undertake secondments between different training partners including Orygen Youth Health, Western Drug and Alcohol Service and the Royal Children's Hospital and well as rural opportunities. All services have developed in house education programs that support trainees in their preparation for college examinations. Along with formative tutorials such as interview and formulation skills, services provide timely access to all mandatory training requirements. For more senior trainees there are a wide variety of subspecialty experiences and opportunities to complete advanced training certificates. Some examples include Neuropsychiatry, Infant Psychiatry, Women's mental health, Eating Disorders, Refuge Mental Health, Forensic Psychiatry, Psychotherapy, and Indigenous Psychiatry. There are also opportunities to work in private psychiatry at sites such as Albert Road Clinic and The Melbourne Clinic.

The training services in the Western Region are also known for supporting trainees to develop individual training pathways that include part-time training, breaks in training or novel training posts. Throughout training, registrars give consistently positive feedback about the supports available to them in the region.

The Director for Training in Western Region is:

Dr Penny Golding.

Email: penny.golding@gmail.com

Telephone: 9318 0318

To secure an appointment to hospitals/services within the Southern, Northern and Western Training Regions, Applicants must refer to the respective Mental Health Services' Careers Hub or Hospital Training Coordinators for service applications. The list of available 1st year Training Positions by Services and the number of positions will be provided on the PMCV site and final numbers will be provided by services closer to the preference closing dates.