

THE ROYAL AUSTRALASIAN COLLEGE OF MEDICAL ADMINISTRATORS

Training Requirements of Fellowship Training Program For 2019 Commencing Candidates via Medical Executive Pathway

<p>Fellowship Training Program e-Induction Module (includes Discussion Forum, Registration for Self- Assessment Tool/Myer Briggs and Medical Leadership & Clinical Governance Workshop)</p> <p><i>Link to the College Learning Management System (LMS) for this module will be provided upon enrolment in the training program.</i></p>
<p>Engagement with College allocated Executive Coach</p> <p>Link to the College website: <u>Candidate/Candidate Handbook/Executive Coach</u></p>
<p>Webinar on Annual Training Plan – discusses the development of the ATP with the Executive Coach and what to look for to address gaps in knowledge.</p>
<p>Annual Training Plan (ATP):</p> <ul style="list-style-type: none">• Submission of Annual Training Plan (ATP) – development with Executive Coach• Review of Annual Training Plan with the Executive Coach and confirmation of readiness to sit the Oral Examinations <p>Link to the College Website: <u>Candidates/College Handbook/Annual Training Plan</u></p>
<p>Learning Sets (as part of the Personal and Professional Leadership Domain) – 3 per year on contemporary topics in medical management in line with the RACMA Curriculum</p>
<p>Workshops:</p> <ul style="list-style-type: none">• Medical Leadership & Clinical Governance Workshop (2 days) - <i>Compulsory</i>• Workforce Engagement & Performance Workshop (2 days) - <i>Optional but highly recommended</i>• Advanced Medical Leadership Workshop (2.5 days) - <i>Compulsory</i> <p>Link to the College Website: <u>Candidates/College Handbook/Leadership Program</u></p>
<p>Management Case Study (MCS):</p> <ul style="list-style-type: none">• Webinar on Management Case Study (MCS)• Submission of Management Case Study Proposal• Submission of Management Case Study Paper• Oral Presentation of Management Case Study <p>Link to the College Website: <u>Candidates/College Handbook/Case Study and Oral Presentation</u></p>
<p>Webinar on Reflective Writing</p>

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Trial Oral Examinations (compulsory) – formative assessment

Link to the College Webpage:

[Candidates/College Handbook/Oral Examination](#)

Oral Examinations - summative assessment

Link to the College Webpage:

[Candidates/College Handbook/Oral Examination](#)

Election to Fellowship – subject to satisfactory completion of all training requirements, including satisfactory pass of the Oral Examinations

Candidates are required to follow the **Annual Training Calendar** for the Medical Executive Pathway to ensure that their training tasks are completed on time.

Please note that all your training requirements should be successfully completed before presenting for the Oral Examinations. Your Executive Coach should approve all your submissions of training tasks and application to sit Oral Examinations.

Queries regarding submissions should be addressed with Soundra Subramanian at the College Office at SSubramanian@racma.edu.au and/or your Executive Coach.

The College Handbook provides information on Fellowship Training Program at:

[Candidates/Candidates Handbook](#)

Information on the College policies and regulations is available on the College website at:

[Candidates/Candidates Handbook/Policies and Regulations](#)