

# TRANSFER POLICY 2010

**NOTE:**

This policy will apply to ALL registrars from 1 July 2010.

## Scope of this policy

This policy outlines how registrars can apply to transfer between regional training providers (RTPs) and/or between the general and rural training pathways within the AGPT program.

The policy is based on the following principles:

- i. All transfers are subject to GPET approval.
- ii. Registrars are not automatically entitled to a transfer.
- iii. This policy enables GPET to manage the movement of registrars within the AGPT program.

## Policy statement

1. There are five categories of transfer:
  - a) **Category 1** – Transfers between RTPs within six months of commencing training.
  - b) **Category 2** – Transfers between regional training providers.
  - c) **Category 3** – Transfers from the general pathway to the rural pathway.
  - d) **Category 4** – Transfers from the rural pathway to the general pathway.
  - e) **Category 5** – ADF registrar transfers.
2. Registrars initiate the transfer process by completing the Application for Registrar Transfer form (ART-1) and submitting it to their RTP for consideration.
3. All transfers must be approved by GPET.
4. GPET can only consider transfer applications that;
  - a) are completed in full and signed by the parties to the transfer; and
  - b) have any required supporting documents attached.

5. Approved transfers (all categories) must be recorded in the minimum dataset.
6. GPET may require a registrar to provide further information in support of a proposed transfer.
7. GPET may decline to approve a transfer notwithstanding its compliance with this policy.

### **Category 1 – Transfers between RTPs within six months of commencing training**

8. Applications for a transfer between RTPs within the first six months of training are restricted by this policy.
9. Applications within the first six months of training will only be approved by GPET where the registrar:
  - a) can demonstrate that there are extenuating or unforeseen circumstances;
  - b) can demonstrate that the circumstances were unforeseen at the commencement of training; and,
  - c) can provide evidence of the extenuating or unforeseen circumstances; or
  - d) wishes to transfer in order to undertake approved special skills training which is not available through their current regional training provider.
10. The CEOs of the two RTPs involved in the transfer must be aware of the extenuating or unforeseen circumstances at the time of signing the transfer.

### **Category 2 – Transfer between regional training providers**

11. Registrars may be eligible to transfer between RTPs in circumstances where the registrar:
  - a) is a member of the Australian Defence Force; or
  - b) has an identified career or training need; or
  - c) has unforeseen changes to their personal circumstances; or
  - d) is enrolled with an RTP that ceases to exist.
12. The identified reasons for the proposed transfer must be set out and any supporting documents provided.
13. The agreed date of the transfer must be shown on the application.
14. RTPs are responsible for determining the terms and conditions of the proposed transfer, including any funding or training arrangements.
15. Transfers are negotiated on the full disclosure of information between the two RTPs involved.
16. Registrar training records must be complete and provided to the receiving RTP prior to the commencement of a transfer taking place.

### **Category 3 – Transfer from the general pathway to the rural pathway**

17. Applications for a transfer from the general pathway to the rural pathway are based on merit and will be supported by RTPs where appropriate.

### **Category 4 – Transfer from the rural pathway to the general pathway**

18. Applications for a transfer from the rural pathway to the general pathway can only be made where a registrar:
  - a) has exceptional and/or unforeseen changes to their personal circumstances; or
  - b) has an unforeseen medical condition as assessed by a medical practitioner independent of the RTP that precludes the registrar from being adequately or safely managed in the region in which they are based; or
  - c) is an overseas trained doctor who has received a moratorium (S.19AB) exemption letter from the Australian government after accepting a place in the AGPT program.

### **Category 5 – ADF registrars transfers**

19. ADF registrars must attach a copy of their posting orders (or equivalent documentation) in support of their transfer application.
20. The date of the transfer must align with the registrar's posting orders.

### **Related Documents**

- Application for Registrar Transfer Form (ART-1)
- Section 19AA and Section 19AB of the Commonwealth *Health Insurance Act 1973* (as amended) and any regulations made thereunder.
- ADF Registrar Training Policy 2010 (in draft)
- Leave Policy 2010
- Training Time Policy 2010