



TRAINING PROGRAM HANDBOOK

CWH, DRANZCOG & DRANZCOG Advanced

{A Guide on the process and general information related to three RANZCOG Women's Health Training Programs}

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IMPORTANT NOTICE:

INFORMATION AND REGULATIONS IN THIS HANDBOOK

Regulations

Every effort has been made to ensure that the information and College regulations in this Handbook were correct at the time it was produced. For current regulations refer to:
www.ranzcog.edu.au/about/Governance/Constitution-Regulations

RANZCOG policies relating to training

For all the College policies governing the CWH, DRANZCOG & DRANZCOG Adv. Training Program refer to:
www.ranzcog.edu.au/about/Governance/Policies-Procedures

Updates

This handbook is regularly updated and readers are strongly advised to consult the current website version when checking information or regulations:
www.ranzcog.edu.au/training/Certificate-Diploma/Handbook-Curriculum

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Prepared by: The Royal Australian and New Zealand College of Obstetricians and Gynaecology 1 Bowen Crescent, Melbourne, Victoria 3004.

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Published by Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG) comprising representatives of the following Colleges:

The Royal Australian and New Zealand College of Obstetricians and Gynaecologists
1 Bowen Crescent
Melbourne Vic 3004

The Royal Australian College of General Practitioners
100 Wellington Parade
East Melbourne VIC 3002

The Australian College of Rural and Remote Medicine
Level 2
410 Queen Street
Brisbane QLD 4000

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College Vision and Mission

Vision

Delivery of excellence and equity in women's health.

Mission

To be the leader in education, training and advocacy in obstetrics and gynaecology.

RANZCOG will achieve its Vision by innovative training, accreditation and continuing education supported by active assessment of the effectiveness of those programs.

The College will actively support and communicate with Fellows, members and trainees in order to ensure that they are capable, physically, psychologically and professionally, of providing the highest standards of care.

The College will support research into women's health and will act as an advocate for women's health care, forging productive relationships with individuals, the community and professional organisations both locally and internationally.

1.0 INTRODUCTION

1.1 Purpose of this handbook

Trainees will find information necessary for the administrative aspects of the three RANZCOG Women's Health Training Programs in this handbook. Requests for any additional information may be directed to the RANZCOG Training Programs Department, (Refer to Section 2.2 for contact details).

1.2 Women's Health Training Programs: An overview

The Conjoint Committee for the Diploma in Obstetrics and Gynaecology (CCDOG) offers three programs for medical practitioners providing care in women's health.

Certificate in Women's Health (CWH)

This is a training program intended for medical practitioners who desire increased knowledge in aspects of women's health that centre primarily on office-based practice, including shared antenatal and postnatal care, office gynaecology and family planning. All training and assessment requirements for the CWH must be completed within two (2) years from the date of commencement of training.

Diploma of the RANZCOG (DRANZCOG)

The RANZCOG Diploma (DRANZCOG) builds on the knowledge and skills developed through the Certificate of Women's Health program. It is intended for medical practitioners who wish to gain skills in obstetrics and gynaecology to a level that will enable them to safely undertake non-complex deliveries and perform basic gynaecological procedures. All training and assessment requirements for the DRANZCOG must be completed within two (2) years from the date of commencement of training. If completing concurrently with CWH trainees have four (4) years from the date of commencement of training.

Advanced Diploma of the RANZCOG (DRANZCOG Adv)

This is a hospital-based training program intended for medical practitioners who have gained skills in obstetrics through the Diploma and who wish to develop them to a level that will enable them to safely undertake complex deliveries and perform more advanced gynaecological procedures.

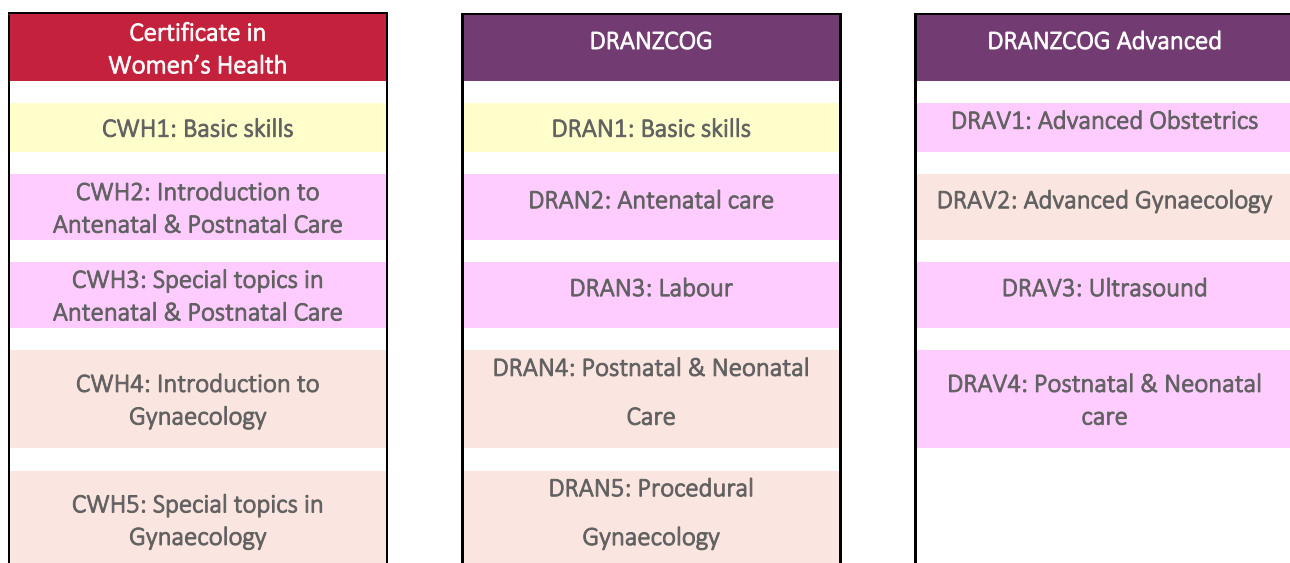
Each qualification addresses subject areas that offer considerable breadth in terms of the subject matter and the depth of knowledge and skills that are acquired.

All training and assessment requirements for the DRANZCOG Advanced must be completed within two (2) years from the date of commencement of training. If completing concurrently with CWH and DRANZCOG trainees have four (4) years from the date of commencement of training.

Structure of the Training Programs

The three-tier structure of the Women’s Health qualifications is reflective of the progressive increase in knowledge and skills required and the shift toward independent practice as trainees continue from one training program to the next.

As each qualification is re-certifiable, trainees are not required to repeat the requirements of their existing qualification should they wish to up-skill and undertake training in subsequent qualifications. For example, holders of the Certificate who wish to undertake the Diploma or Diploma Advanced Training Programs do not have to repeat the training and assessment requirements of the Certificate, which forms part of the DRANZCOG training program.



2.0 RANZCOG INFORMATION

2.1 RANZCOG Contact Details

Please direct all enquires to the Diploma Training team at the College, details listed below.

Area	Area of responsibility	Email
CWH/Diploma Training Programs	Trainee enquiries Registration/training documentation Certification	dts@ranzcog.edu.au
Assessments	CWH, DRANZCOG & DRANZCOG Advanced Examinations	assessment@ranzcog.edu.au
eLearning	CWH, DRANZCOG & DRANZCOG Advanced online resources	elearning@ranzcog.edu.au

2.2 Governance & Administration

The CWH, Diploma and Advanced Diploma training program is governed and administered by the Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG). The CCDOG comprises representatives from RANZCOG, the Royal Australian College of General Practitioners (RACGP) and the Australian College of Rural and Remote Medicine (ACRRM).

CCDOG

Chair: Dr Jared Watts

Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG) defines and oversees all aspects of education, training and recertification in relation to qualifications awarded jointly by RANZCOG, ACRRM and RACGP, including, but not limited to the Diplomas known as the DRANZCOG and DRANZCOG Advanced, and the Certificate of Women's Health. In addition, the committee reviews the curricula for the above programs in conjunction with the RACGP and ACRRM, through the CCDOG.

To get further details on the roles and responsibilities as stated in the terms of reference (ToR) for this committee you can contact the training team at dts@ranzocg.edu.au

2.3 Accredited CWH, DRANZCOG & DRANZCOG Advanced Training Sites

NOTE: RANZCOG is undertaking the re-accreditation of all the sites listed on the [College Website](#), including the formal accreditation of Certificate of Women's Health (CWH) training units. Prospective CWH trainees in a hospital setting can undertake their training at any site accredited for DRANZCOG training.

2.4 RANZCOG Trainees' Committee

The Trainee Committee comprises:

- a Chair, who is undertaking their final years of RANZCOG Fellowship training or post-Fellowship training (i.e. subspecialty training);
- Fellowship trainee representatives from each state/region in Australia and New Zealand;
- a representative of RANZCOG Subspecialty trainees;
- a representative of CWH/DRANZCOG/DRANZCOG Advanced trainees;
- a representative of recent RANZCOG Fellows (i.e. of less than five years' standing);
- a RANZCOG Fellow representing the College Training Accreditation Committee; and
- a RANZCOG Fellow representing the Education and Assessment Committee.

The Chair attends all meetings of RANZCOG Council and the RANZCOG Education & Assessment and Training Accreditation Committees.

Current Chair: Dr Sara Ooi

Current: Dr Fleur Muirhead CWH/DRANZCOG/DRANZCOG Advanced trainee representative:

The Committee meets via video conference or face-to-face three times a year.

Trainee representatives are also included on various RANZCOG committees and working groups, ensuring trainee involvement in RANZCOG decision-making.

Further information on the RANZCOG Council and Committees is available at [RANZCOG website](https://www.ranzcog.edu.au/Our-College/Governance) at <https://www.ranzcog.edu.au/Our-College/Governance>

3.0 TRAINING & ASSESSMENT

3.1 Training & Assessment Guide for Trainees

CERTIFICATE OF WOMEN'S HEALTH

Trainees must complete the CWH training and assessment requirements within **two (2) years** from the date of commencement of CWH training.

The requirements include successful completion of the following:

Requirements	Prior to 1 January 2022	From 1 January 2022
Modules	5	5
Logbook	✓ ¹	✓ ²
Workplace-based Assessments	✓	✓
Written Exam	✓	✓
Online mTOP training – MS-2Step	NA	✓

¹ as per paper-based logbook received from RANZCOG

² as per interactive logbook provided by RANZCOG

Training & assessment requirements	
Training	Modules
	CWH1: Basic Skills
	CWH2: Introduction to Antenatal and Postnatal Care
	CWH3: Special Topics in Antenatal and Postnatal Care
	CWH4: Introduction to Gynaecology
CWH5: Special Topics in Gynaecology	
Assessment	Family Planning Experience: minimum number of 12 family planning consultations.
	Antenatal Care Experience: minimum number of 70 antenatal consultations.
	Gynaecological Experience: minimum number of 70 gynaecological consultations.
	Logbook: Record of training experience, workplace-based assessments, workshop participation and monthly logbook checks by the Training Mentor.
	Workplace-based Assessments: Paper-based assessments of clinical and procedural skills
	Written examination: 100 multiple-choice questions

DRANZCOG

Trainees undertaking DRANZCOG training must complete the training and assessment requirements within **two (2) years** from commencement of training. If completing both the Certificate of Women's Health (see page 13) and DRANZCOG (see below) concurrently trainees will have **four (4) years** from the date of commencement of training.

The requirements include successful completion of the following:

Requirements	Prior to 1 January 2022	From 1 January 2022
All CWH requirements ¹	✓	✓
Modules	5	5
Logbook	✓ ²	✓ ³
Workplace-based Assessments	✓	✓
Written Exam	✓	✓
Oral Exam	NA	NA
Fetal Surveillance Program	NA	✓

¹can be completed concurrently

²as per paper-based logbook received from RANZCOG

³as per interactive logbook provided by RANZCOG

Training & assessment requirements	
Training	Modules
	DRAN1: Basic Skills
	DRAN2: Antenatal Care
	DRAN3: Labour
	DRAN4: Postnatal and Neonatal Care
Assessment	DRAN5: Procedural Gynaecology
	Minimum procedures: personally perform minimum number of obstetric and gynaecological procedures.
	Antenatal Care Experience: minimum number of 70 antenatal consultations.
	Gynaecological Experience: minimum number of 70 gynaecological consultations.
Assessment	Logbook: Record of training experience, workplace-based assessments and monthly logbook checks by the Training Supervisor.
	Workplace-based Assessments: Paper-based assessments of clinical and procedural skills.
	Fetal Surveillance Program
	Written examination: 50 multiple-choice questions.

DRANZCOG Advanced

Trainees undertaking DRANZCOG Advanced training must complete the training and assessment requirements within **two (2) years** from commencement of training. If completing the DRANZCOG Advanced concurrently with the DRANZCOG (see page 14) and/or CWH (see page 13) trainees will have **four (4) years** from the date of commencement of training.

The requirements include successful completion of the following:

Requirements	Prior to 1 January 2022	From 1 January 2022
All DRANZCOG requirements ¹	✓	✓
Modules	3	4
Logbook	✓ ²	✓ ³
Workplace-based Assessments	✓	✓
Case Syntheses	5	5
Oral Examination	✓	✓
Summative Assessment	✓	✓
Fetal Surveillance Program	✓	NA
Basic Obstetric Skills Workshop	✓	✓
Obstetric anal sphincter injuries (OASIS) course ⁴	NA	✓
Online mTOP training – MS-2Step ⁵	NA	✓

¹ can be completed concurrently

² as per paper-based logbook received from RANZCOG

³ as per interactive logbook provided by RANZCOG

⁴ or have completed course within the 12 months prior to the commencement of DRANZCOG Advanced training

⁵ or be a current authorised PBS prescriber of medical abortion

Training & assessment requirements	
Training	Modules
	DRAV1: Advanced Obstetrics
	DRAV2: Advanced Gynaecology
	DRAV3: Ultrasound
	DRAV4: Postnatal and Neonatal Care
	Minimum Procedures & Scans: personally perform minimum number of procedures and ultrasound scans
Assessment	Logbook: Record of training experience, workplace-based assessments and monthly logbook checks by the Training Supervisors.
	Workplace-based Assessments: Paper-based assessments of procedural and ultrasound skills
	DRANZCOG Advanced Oral Examination
	DRANZCOG Advanced Summative Assessment
	Obstetrical anal sphincter injuries (OASIS) course
	Basic Obstetrics Skills Workshop
	Case Syntheses: Written case syntheses on a range of obstetric conditions

3.2 Applying for Prospective Approval of Training

Eligibility

Prospective trainees for the Certificate of Women's Health must hold a primary degree in Medicine and Surgery issued by a medical school listed in the WHO Publication *World Directory of Medical Schools*. They must have one of general/provisional/restricted registration with the Medical Board of Australia and be in their first or subsequent year of postgraduate training.

Prospective trainees for the DRANZCOG and DRANZCOG Advanced must hold a primary degree in Medicine and Surgery issued by a medical school listed in the WHO Publication *World Directory of Medical Schools*. They must have one of general/provisional/restricted registration with the Medical Board of Australia. Trainees who occupy DRANZCOG and DRANZCOG Advanced training posts must be in their second or subsequent postgraduate year.

Application for prospective approval to commence training

Prospective CWH/DRANZCOG/DRANZCOG Advanced trainees must have secured a position in a hospital or other appropriate setting approved by the RANZCOG for the relevant training program. Accredited hospitals are listed in Section 2.5 of this handbook.

RANZCOG does **NOT** assist prospective trainees with hospital or clinic placements. Trainees must obtain their placement **PRIOR** to registration and **BEFORE** applying for prospective approval of training.

At least four (4) weeks prior to the commencement of training, prospective trainees must complete the relevant CWH/DRANZCOG/DRANZCOG Advanced Registration/Prospective Approval of Training application available at www.ranzcog.edu.au/Training/Certificate-Diploma/Applying

The completed application must be sent to dts@ranzcog.edu.au accompanied by:

- a certified copy of the applicant's primary medical degree or AMC Certificate, and
- payment of the applicable fee.

All of these requirements must be submitted for the registration process to be complete.

Once the relevant application form and requirements are received by RANZCOG a confirmation email will be sent with details of training documents and assessments to be completed for the program

Trainees **must** familiarise themselves with the following documents available on the RANZCOG website:

- *CWH/DRANZCOG/DRANZCOG Advanced Curriculum 4th Edition*, containing the objectives, syllabi and training and assessment of each training program
 Available at: www.ranzcog.edu.au/Training/Certificate-Diploma/Handbook-Curriculum
- *CWH/DRANZCOG/DRANZCOG Advanced Training Handbook*, outlining administrative processes and procedures pertaining to each training program
 Available at: www.ranzcog.edu.au/Training/Certificate-Diploma/Handbook-Curriculum
- *RANZCOG Regulations* detailing the regulations pertaining to the CWH, DRANZCOG and DRANZCOG Advanced Training Programs
 Available at www.ranzcog.edu.au/about/Governance/Constitution-Regulations (Section F)

3.3 Registration & Training Fees

Registration – individual program structures	
CWH	AUD \$1208.00
DRANZCOG (Upgrade from completed CWH)	AUD \$1208.00
DRANZCOG Advanced ONLY (Upgrade from completed DRANZCOG)	AUD \$1208.00
Registration – combined program structures	
DRANZCOG (including CWH)	AUD \$2416.00
DRANZCOG Advanced (including CWH and DRANZCOG)	AUD \$3624.00
DRANZCOG and DRANZCOG Advanced (Upgrade from completed CWH)	AUD \$2416.00
Examinations	
CWH - written examination	AUD \$660.00
CWH upgrade to DRANZCOG - written examination	AUD \$435.00
DRANZCOG (including CWH) - written examination	AUD \$880.00
DRANZCOG Advanced - Oral examination	AUD \$2485.00
Certification	
CWH/DRANZCOG/DRANZCOG Advanced Certification (Includes enrolment on Register and issuing of certificate)	AUD \$329.00

All fees are reviewed annually and are subject to change. Current fees are available at :

www.ranzcog.edu.au/members/membership-fees/Annual-Training-Fees and

www.ranzcog.edu.au/members/membership-fees/Assessment-Fees

3.4 Workshops and Courses

Trainees are required to attend some RANZCOG run and externally provided workshops and courses as a part of the Women's Health Training Programs. The workshops and courses promote active learning and include practical activities to optimise individual participation. Workshops and courses are delivered both online and face to face at various locations within Australia. For more information, refer to www.ranzcog.edu.au/Training/Certificate-Diploma/Training-Requirements or contact your RANZCOG State and Territory Office with details available at <https://www.ranzcog.edu.au/Contact-Us>

CWH – Online training for mTOP (MS-2step)

Trainees are required to complete online training for mTOP (MS-2step) or be a current authorised PBS prescriber of medical abortion.

DRANZCOG – Fetal Surveillance Education Program (FSEP)

RANZCOG Fetal Surveillance Education Program (FSEP) has a range of programs to suit the needs, resources and risk management strategies of all Australian and New Zealand facilities offering antenatal and intrapartum care. All of our programs cover the following topics:

- uteroplacental function,
- the physiology of fetal heart rate control,
- the normal CTG,
- the importance of the complete clinical picture in CTG interpretation,
- the abnormal CTG including interpretation and management and a case-study workshop.

The FSEP MCQ assessment is undertaken on completion of most of our programs.

<https://www.fsep.edu.au/>

The FSEP moved from being a requirement of DRANZCOG Advanced to DRANZCOG on 1/1/2022. Trainees MUST have completed this program before being awarded their DRANZCOG if they commenced from this date.

DRANZCOG Advanced - Basic Obstetrics Skills (BOS) Workshop

Satisfactory completion of a BOS Workshop. This workshop is generally conducted at the accredited training site, offering flexibility, and can be undertaken as a full-day workshop, two half-days, or over several weekly or fortnightly sessions.

DRANZCOG Advanced – Obstetric Anal Sphincter (OASIS) course

Satisfactory completion of an OASIS course.

3.5 Logbooks

The Logbook is used by each trainee as a record of all required procedural and other training experiences in every year of CWH/DRANZCOG/DRANZCOG Advanced training. It is an essential proof of training utilised by the Training Mentor/Training Supervisor(s) and the Chair of the Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG) to monitor the trainee's experience and ensure that it is appropriate for the level of training. Information in trainee Logbooks is also used by RANZCOG to monitor each trainee's training experience. Trainees must have their Logbooks on hand at all times and ensure they are always up-to-date.

Logbooks are issued by the RANZCOG Training Programs Department after a complete application is received (including applicable fee). Applications and payments must be made prior to the commencement of the training period.

The Logbook must be reviewed by the Training Mentor or Training Supervisor(s) once a month.

IMPORTANT: CWH, DRANZCOG and DRANZCOG Advanced trainees are to ensure all procedures have been satisfactorily met before submitting training documentation to the CWH/Diploma Training Programs for processing. Any incomplete training documentation received will be returned along with notification of the item/s requiring attention.

Upon completion of training:

- a) once all procedural requirements have been satisfactorily met and the logbook has been signed off by the Training Supervisor/Mentor, trainees are to submit this to the CWH/Diploma Training Programs as a **scanned pdf document** or interactive pdf via email to dts@ranzcog.edu.au
- b) CWH/Diploma Training Programs will assess the training documentation and communicate with the trainee of the next steps.

3.6 Workplace-Based Assessments (WBA)

Workplace-based assessment (WBA) is part of the holistic assessment framework for the CWH, DRANZCOG and DRANZCOG Advanced curricula. It involves a process whereby a trainee's competency in core clinical and procedural skills is assessed in real patient scenarios during a trainee's everyday work against clearly defined criteria and established standards.

The strength of a WBA is that trainees are assessed at the time of undertaking clinical work with real patient encounters during a normal working week.

A suitable Assessor is one who has worked with the trainee and who can make a balanced and informed judgement of the trainee's performance: the Training Mentor, Training Supervisor or another 'teacher' who has guided and supported the trainee's knowledge and skill development, namely other consultants or registrars in obstetrics and gynaecology who have passed their FRANZCOG Examinations, and have been approved by the Training Supervisor to act as Assessors.

When a trainee is involved in a clinical encounter or performing a procedure that is to be assessed, an approved Assessor utilises the relevant form to assess the trainee's performance against the standards described for each criterion.

Workplace-based assessments are designed to be formative, for feedback and planning for further learning, as well as summative for final satisfactory sign-off assessment. For each WBA, either formative or summative, the relevant assessment form **MUST** be completed by the approved Assessor.

Assessment forms are available on the RANZCOG website: www.ranzcog.edu.au/Training/Certificate-Diploma/Training-Requirements/Workplace-Based-Assessments.

Each form clearly articulates the assessment criteria for that WBA, with clinical descriptors for:

- 'Below AT LEVEL EXPECTED'
- 'At LEVEL EXPECTED'';
- 'Above LEVEL EXPECTED''; and
- 'Not Observed.

Trainees **must** meet the Minimum expected level for each criterion as described on the assessment form. If 'Below LEVEL EXPECTED'' or 'Not Observed' is recorded for one (1) or more criteria, the WBA is deemed 'unsatisfactory' and must be repeated until at least 'At LEVEL EXPECTED'' is achieved for all criteria in any one attempt of the WBA.

It is **not** expected that trainees achieve expected level on all criteria on the first attempt of any given WBA; the trainee may use the assessments, where appropriate, as a formative process prior to having a final satisfactory summative sign-off assessment.

There is no limit to the number of formative attempts. Formative attempts are encouraged and the number required to achieve a satisfactory outcome can be recorded in the *Workplace-based Assessments Log* in the Logbook.

Trainees and their assessors should make use of the WBA assessment process as a formal mechanism for contemporaneous feedback by using the criteria to help structure discussion as follows:

- **prior to the WBA** in order to discuss the trainee's progress and ascertain whether the trainee is ready to complete a final sign-off assessment, and
- immediately **after** (or as soon as possible) **the WBA** in order to discuss the result and plan for future learning.

Trainees **MUST** retain copies of all satisfactory **and** unsatisfactory assessment forms as the Training Supervisor may review them at any time. Trainees must **only submit satisfactory forms** when submitting their Logbook for assessment at the conclusion of training.

The WBAs for each training program are specified in the respective Logbooks. CWH trainees may complete the Communication Skills WBA concurrently with the Cervical Screening or Antenatal Examination WBA. However, the Communication Skills WBA form must be used **in addition** to the form for the other WBA.

Trainees who have already completed the Certificate of Women's Health and maintained their knowledge and skills by participating in CCDOG-approved professional development requirements do not need to repeat the Certificate of Women's Health WBAs. However, details of these WBAs must be completed in the *Workplace Based Assessments Log* in the DRANZCOG Logbook.

3.7 Compulsory Trainee Feedback Questionnaire

Trainee feedback is vital to the ongoing review and refinement of the CWH, DRANZCOG and DRANZCOG Advanced Training Programs and associated curriculum, assessment and administrative processes and procedures. The Trainee Feedback online survey **must** be completed by DRANZCOG and DRANZCOG Advanced Trainees on an annual basis.

The purpose of the survey is to assess the- clinical and general experience offered by the training hospitals rather than individuals within hospitals, for any quality improvements to be considered for future training. The survey asks trainees to rate and comment on various aspects of their training, including the standard of supervision and appropriate clinical training experience. Responses are de-identified and collated to generate reports for discussion and consideration by the CCDOG, and when appropriate, other relevant standing committees of the RANZCOG Council.

The feedback survey is available on the RANZCOG website at:

www.ranzcog.edu.au/Training/Certificate-Diploma/Training-Requirements

3.8 Examinations

More information on examinations is available on the RANZCOG website at:

[www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](http://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1))

It is the candidate's responsibility to apply for all examinations. Late applications will NOT be accepted.

CWH & DRANZCOG WRITTEN EXAMINATIONS

The CWH/DRANZCOG Written Examination is part of the assessment for the CWH/DRANZCOG qualification. This examination is based on knowledge that underpins the educational objectives and outcomes listed in RANZCOG Curriculum. Candidates are therefore advised to not attempt the written examination until they are confident that they have assimilated the necessary knowledge.

Eligibility for the CWH/DRANZCOG Written Examinations

Please refer to the following sections of the Regulations pertaining to the eligibility to sit examinations within the CWH/DRANZCOG programs on the website: <https://www.ranzcog.edu.au/Our-College/Governance/Constitution-Regulations>

F1.7.1 CWH Written Examination

F2.7.1 DRANZCOG Written and Oral Examinations

F3.7.1 DRANCOG Advanced Oral Examination

Confirmation of your eligibility to sit the examination will be sent to you via email

Format of the CWH/DRANZCOG Written Examinations

- The CWH Written Examination consists of 100 multiple choice questions and candidates will be allocated 2 hours to complete this examination.
- The CWH Upgrade Written Examination consists of 50 multiple choice questions and candidates will be allocated 1 hour to complete this examination.
- The DRANZCOG Written Examination consists of 150 multiple choice questions and candidates will be allocated 3 hours to complete this examination.

RANZCOG Written Examinations will be held in major cities and some regional locations in Australia and New Zealand. All candidates will sit the examinations in an electronic format.

Applying for CWH & DRANZCOG Examinations

Examination applications will open and close for each examination cycle according to the dates published on the College website. Candidates must apply for examinations using the online examination application system. A link to the online system is on the examination applications page on the College website:

www.ranzcog.edu.au/Training/Examinations/Examination-applications

Payment of the examination fee is required at the time of submitting an online examination application. Once the trainee has completed their application and paid the examination fee, they will be emailed a copy of the invoice and an acknowledgment of payment from the NAB.

After the closing date for applications, eligibility checks will be carried out. All applicants will be notified by email regarding their eligibility for the examination and advising them of the process for scheduling their examination.

Closing dates for CWH & DRANZCOG Examinations

Applications Trainees are reminded to carefully note the closing dates and times for examination applications published on the College website as late applications will not be accepted.

[https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1))

Examination Withdrawal

Please refer to the following sections of the Regulations pertaining to examination withdrawals within the CWH/DRANZCOG programs on the website: <https://www.ranzcog.edu.au/Our-College/Governance/Constitution-Regulations>

- F1.7.4 CWH Written Examination
- F2.7.4 DRANZCOG Written and Oral Examinations
- F3.7.4 DRANCOG Advanced Oral Examination

If you wish to withdraw from an examination you have registered for, please notify the Assessment Unit directly via email: assessment@ranzcog.edu.au

Examination Attempts

Please refer to the following sections of the Regulations pertaining to maximum number of attempts candidates may have within the CWH/DRANZCOG programs on the website:

<https://www.ranzcog.edu.au/Our-College/Governance/Constitution-Regulations>

- F1.7.3 CWH Written Examination
- F2.7.3 DRANZCOG Written and Oral Examinations
- F3.7.3 DRANCOG Advanced Oral Examination

CWH & DRANZCOG Written Exam Resources

General Information pertaining to CWH & DRANZCOG Written Examinations can be found on the College website: [https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1)). You may also find further exam related information by [logging into your assessment portal](#)

English in Written Examinations

All RANZCOG written examinations must be answered by candidates in English.

Applying for CWH & DRANZCOG Examinations

Examination applications will open and close for each examination cycle according to the dates published on the College website. Candidates must apply for examinations using the online examination application system. A link to the online system is on the examination applications page on the College website:

www.ranzcog.edu.au/Training/Examinations/Examination-applications

Payment of the examination fee is required at the time of submitting an online examination application. Once the trainee has completed their application and paid the examination fee, they will be emailed a copy of the invoice and an acknowledgment of payment from the NAB.

After the closing date for applications, eligibility checks will be carried out. All applicants will be notified by email regarding their eligibility for the examination and advising them of the process for scheduling their examination.

Closing dates for CWH & DRANZCOG Examinations

Applications Trainees are reminded to carefully note the closing dates and times for examination applications published on the College website as late applications will not be accepted.

[https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1))

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- F1.7.3 CWH Written Examination
- F2.7.3 DRANZCOG Written and Oral Examinations
- F3.7.3 DRANCOG Advanced Oral Examination

CWH & DRANZCOG Written Exam Resources

General Information pertaining to CWH & DRANZCOG Written Examinations can be found on the College website: [https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1)). You may also find further exam related information by [logging into your assessment portal](#)

English in Written Examinations

All RANZCOG written examinations must be answered by candidates in English.

REVISION COURSES FOR CWH & DRANZCOG TRAINEES

There is no requirement for attendance at an approved course; however, trainees are encouraged to attend revision courses which are offered in Queensland, NSW and Victoria to prepare trainees for the CWH and DRANZCOG examinations. For details on course registration and events, contact the relevant Executive Office in your State as per the contacts table on p. 7.

DRANZCOG ADVANCED ORAL EXAMINATION

The DRANZCOG Advanced Oral Examination is designed to address the scope of practice that will be expected of an Advanced Diplomate upon completion of the training program. As such the examination will include curriculum topics from across the CWH, DRANZCOG and DRANZCOG Advanced curricula.

Eligibility for the DRANZCOG Advanced Oral Examination

DRANZCOG Advanced trainees must have successfully completed the DRANZCOG Written Examination before attempting the DRANZCOG Advanced Oral Examination.

Format of the DRANZCOG Advanced Oral Examination

The examination follows an OSCE (Objective Structured Clinical Examination) format:

- The examination comprises 8 stations developed from the fields of Obstetrics and Gynaecology.
- Each station is scored out of 20 marks; a total of 200 marks are available in the examination
- Candidates are allowed two minutes reading time before each station and are examined for 12 minutes at each station
- The examination will be scored using a global (holistic) scoring method

The following are significant topics in the DRANZCOG Advanced Curriculum and may be included in the examination:

- Management of antepartum haemorrhage
- Instrumental deliveries
- Management of eclamptic patient
- Resuscitation of neonate
- Management of postpartum haemorrhage
- Management of pre-eclampsia
- Management of shoulder dystocia

Please check the RANZCOG website for details of the examination venue and summaries of past DRANZCOG Oral Examination topics: [www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](http://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1))

Venue for the DRANZCOG Advanced Oral Examination

Presently due to the COVID 19 pandemic the oral examination is conducted online in collaboration with the Adelaide Health Simulation Centre.

DRANZCOG Advanced Oral Exam Resources

General Information pertaining to CWH & DRANZCOG Written Examinations can be found on the College website: [https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-\(1\)](https://www.ranzcog.edu.au/Training/Certificate-Diploma/CWH-Diploma-Examinations-(1)). You may also find further exam related information by [logging into your assessment portal](#)

Language and the DRANZCOG Advanced Oral Examination

Candidates for the DRANZCOG Advanced Oral Examination are advised of the following as guidelines for the type of language that should be used when interacting with examiners and standardised patients (SPs) during stations.

- Where a candidate is interacting with a standardised patient, that patient should be treated as a lay person and lay language used with the standardised patient.
- Where a candidate is interacting with an examiner, be it directly or in a scenario involving a telephone conversation with a doctor or other health professional, candidates may use technical medical language.

Administrative information in relation to examination applications including confirmation, eligibility and withdrawal can be found on the [website](#).

3.9 Certification & Recertification

Information on Certificate and Diploma certification is available in the RANZCOG Regulations on the RANZCOG website at: www.ranzcog.edu.au/about/Governance/Constitution-Regulations

CERTIFICATION - CWH

To be eligible to enrol on the register of Certificate of Women's Health holders, trainees must have satisfactorily completed the following requirements:

- Certificate of Women's Health Logbook, signed by the Training Supervisor/Mentor
- CWH Workplace-based Assessments (WBAs);
- CWH Written Examination;
- CWH Declaration; and
- Enrolment on the Register of Certificants form.

CERTIFICATION - DRANZCOG

To be eligible to enrol on the register of Diplomates, trainees must have satisfactorily completed the following requirements:

- All CWH training and assessment requirements, or maintenance of existing CWH by completing the recertification requirements;
- The DRANZCOG Logbook, signed by the Training Supervisor;
- The DRANZCOG Workplace-based Assessments (WBAs);
- a Fetal Surveillance Program or exemption from this requirement if this or an approved equivalent workshop or course has been completed in the 12 months prior to commencing DRANZCOG training;
- The DRANZCOG Written Examination;
- DRANZCOG Declaration; and

- Enrolment on the Register of Diplomates form.

CERTIFICATION - DRANZCOG Advanced

To be eligible to enrol on the register of Diplomates (Advanced), trainees must have satisfactorily completed the following requirements:

- all DRANZCOG training and assessment requirements, or maintenance of existing DRANZCOG qualification by completing the recertification requirements;
- the DRANZCOG Advanced Logbook, signed by the Training Supervisors and Chair of the Conjoint Committee for the Diploma of Obstetrics and Gynaecology;
- the DRANZCOG Advanced Workplace-based Assessments (WBAs);
- the DRANZCOG Advanced Oral Examination;

- the five (5) case syntheses on a range of obstetric cases;
- the DRANZCOG Advanced Summative Assessment;
- a Fetal Surveillance Program or exemption from this requirement if this or an approved equivalent workshop or course has been completed in the 12 months prior to commencing DRANZCOG Advanced training – for trainees commencing prior to 1/1/2022
- an Obstetric Anal Sphincter injuries Course or exemption from this requirement if this or an approved equivalent workshop or course has been completed in the 12 months prior to commencing DRANZCOG Advanced training;
- Basic Obstetrics Skills Workshop
- the DRANZCOG Advanced Declaration; and
- Enrolment on the Register of Diplomates (Advanced) form.

Certification forms are available for completion in the “*Apply for Certification*” on the [RANZCOG website](http://www.ranzcog.edu.au/Training/Certificate-Diploma/Training-Requirements) at: www.ranzcog.edu.au/Training/Certificate-Diploma/Training-Requirements

IMPORTANT: Certificates are not automatically generated it is the responsibility of the trainee to submit the relevant enrolment to the Register form upon satisfactory completion of training. The enrolment to the Register form is the form that actions the Certificate.

The forms need to be completed and forwarded to College House, along with the payment of the current certificate fee (payable to RANZCOG). This fee covers the administration costs associated with the awarding of the Certificate/Diploma.

The Certificate/Diploma, signed by the Presidents of all three Colleges (RANZCOG, RACGP and ACRRM) will be prepared and forwarded to the trainee.

Certificates/Diplomas will be accompanied with an invoice for a pro-rata subscription fee that entitles the member to receive the RANZCOG magazine “*O&G and the Australian and New Zealand Journal of Obstetrics and Gynaecology (ANZIOG)*”.

RECERTIFICATION

The CWH, DRANZCOG and DRANZCOG Advanced are all re-certifiable and time-limited qualifications. They are granted for a period of three to five years, adjusted to align with the period of the RACGP Quality Improvement and Continued Professional Development (QI&CPD) Program. Recertification occurs every three years thereafter. Recertification is contingent on the Certificate or Diploma holder accruing a set of points in the RACGP QI & CPD Program or the ACRRM Professional Development Program.

<https://www.ranzcog.edu.au/members/cpd/Diplomates-Certificants>

Certificants/Diplomates/Advanced Diplomates who are NOT Fellows of, or vocationally registered with the RACGP or ACRRM will have their points administered by RANZCOG.

NOTE: The Regulations have been separated from the Training Handbook and are now contained in a separate publication, available on the College website at:

www.ranzcog.edu.au/about/Governance/Constitution-Regulations

Trainees, Training Supervisors and Mentors are encouraged to familiarise themselves with this document, in particular **Section F**.



The Royal Australian and
New Zealand College of
Obstetricians and Gynaecologists

AUSTRALIA

College Place
1 Bowen Crescent
Melbourne
Victoria 3004
Australia
t: +61 3 9417 1699
f: +61 3 9419 0672
e: ranzcog@ranzcog.edu.au

NEW ZEALAND

Level 6 Featherston Tower
23 Waring Taylor Street
Wellington 6011
New Zealand
t: +64 4 472 4608
e: ranzcog@ranzcog.org.nz

ranzcog.edu.au