

# Recognition of Prior Learning (RPL) Policy for Subspecialty Training

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## Purpose and Scope

The purpose of this policy is to outline the process for applying for Recognition of Prior Learning (RPL) once a trainee has been selected to undertake a Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG) Subspecialty Training Program.

Where an applicant has completed training in a subspecialty field, it may be counted towards their required training period, reducing their training time as required by the program.

Applicants can apply to one of the RANZCOG's five subspecialty training programs for RPL:

- Certification in Gynaecological Oncology (CGO)
- Certification in Maternal Fetal Medicine (CMFM)
- Certification in Obstetrical and Gynaecological Ultrasound (COGU)
- Certification in Reproductive Endocrinology and Infertility (CREI)
- Certification in Urogynaecology (CU)

## 1. Policy

### 1.1 Eligibility

- Applicants must have successfully applied through Subspecialty Selection for entry to the relevant Subspecialty Training Program and have met the standard eligibility criteria for entry and commencement in that program.
- The training must predate the applicant's commencement in their prospectively approved training position.
- The previous training must be in the field of the applicable subspecialty.
- Meet the criteria as detailed in 1.2. of this policy.

### 1.2 Criteria

To be eligible to apply for RPL, the applicant must meet one of the following:

- Completion of two (2) or more years of supervised and formally assessed training in a recognised College or national certifying body in the applicable Subspecialist training program. This training must include a formalised curriculum, regular summative assessments and logged clinical experience signed off by supervisors/consultants. This training must have been commenced no more than five (5) years prior to the date of application.

Note: Advanced FRANZCOG training in an unaccredited Subspecialty training position does not qualify for RPL for Subspecialty Training.

- Completion of two (2) years of supervised subspecialty training for the Recognition of Training Program (RTP) in a RANZCOG-accredited subspecialty training unit. This training must have been commenced no more than five (5) years prior to the date of application.

## 2 Procedure

### 2.1 Application

Applications for RPL must be made to RANZCOG at the time the applicant is applying for prospective approval of their first-year accredited training position in the applicable training program. Applications cannot be applied retrospectively once an applicant has commenced training; therefore, an application will not be accepted after the training commencement date.

Applications for RPL must be made in writing to the Chair of the relevant Subspecialty Committee and must be supported by all the documentation listed below:

- detailed curriculum vitae
- certified copies of relevant post-graduate certificates/diplomas (if applicable). Noting that certifications of documents must be undertaken as per the [AHPRA Guidelines](#).
- copies of logbooks relating to previous subspecialty training
- copies of all summative assessments conducted as part of prior subspecialty training
- copy of completed research papers in the subspecialty or a related discipline (if applicable)
- evidence of successful completion of written and/or oral examinations in the subspecialty (if applicable)
- a statement or certificate attesting to satisfactory performance in the relevant training program from the appropriate college or certifying body or the supervisor from the subspecialty training unit.

It is the responsibility of the applicant to provide all the above documentation. No application can be assessed unless all documentation has been received. Applications will be valid for six (months). If this six (6) month period has lapsed, the applicant will be required to submit a new application.

### 2.2 Application Fees

An application fee is payable at the time of submission. If the applicant is required to re-apply for RPL because the required documentation was not provided in support of the original application, then an application fee must be paid before the assessment can take place.

### 2.3 Assessment of RPL

RPL applications will be preliminarily assessed by assessors who are nominated by the relevant RANZCOG Subspecialty Committee. The assessors will make a recommendation to the relevant Subspecialty committee.

On review of the RPL application and recommendations made by the assessors, the relevant Subspecialty committee will approve or deny the application. If the application is approved, the committee will determine the period of time the applicant's future training time can be reduced.

### 2.4 Reduction of Training

Where an RPL application is approved, the applicant will be eligible for a reduction of their subspecialty training for up to 46 weeks. An applicant cannot gain more than a 46-week reduction to their training time.

The RPL application does not allow an applicant to be exempt from undertaking mandatory training assessments, including examinations.

#### 2.4.1. Scholarly Elective

Applicants are advised to review the *Subspecialties Scholarly Elective Policy* for information on the Scholarly Elective options, noting that if any prior research was used as part of a Scholarly Elective RPL application, it cannot be considered again for any further exemptions.

### 2.5. Notification of Outcome

Applicants will be notified formally via email of their RPL application outcome. Where the RPL is not approved, reasons will be provided for the decision.

#### 2.5.1. Approved RPL

The applicant will be informed of the period of retrospective training that is approved. This correspondence will also include when they are eligible to commence additional training requirements, including when an applicant can apply to sit an examination.

### 2.6. Commencement of Training once RPL is approved

Once the RPL application has been approved, it is the applicant's responsibility to apply for prospective approval for each year of the program. The applicant will still be subject to all RANZCOG regulations and assessment requirements relating to the program and all subsequent years until the relevant subspecialty qualification has been obtained.

### 2.7. Reconsideration/Review/Appeals

As with all College decisions, RPL applicants have the right to seek reconsideration, review and/or appeal of a decision pursuant to the *RANZCOG Reconsideration, Review and Appeals of Decisions Policy* as applicable. These processes are handled confidentially and are conducted in accordance with the principles of natural justice and procedural fairness. Additionally, they serve to provide a mechanism by which any individual who is dissatisfied with a College decision can seek redress without fear of reprisal. These policies may be accessed via the College website at [Reconsideration, Review and Appeal of Decisions](#)

## 3 Related RANZCOG documents

- RANZCOG Regulation
- Reconsideration, Review and Appeal of Decisions Policy
- Subspecialties Scholarly Elective Policy

Version	Date of Version	Pages revised / Brief Explanation of Revision
v1	March 2023	Creation of a new policy

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