

The Postgraduate Medical Council of Victoria (PMCV) will conduct the RACP Match for Advanced Training in Geriatric Medicine in collaboration with the Victorian Geriatric Medicine Training Program. The PMCV will conduct the 2023 RACP Match in accordance with the [Code of Conduct](#) published on the [PMCV Allocation and Placement Service \(APS\) website](#).

This guide is to...

## Contents

<b>General Rules</b> .....	<b>2</b>
<b>1. Advanced Training Institutions</b> .....	<b>3</b>
<b>2. Candidates Eligibility</b> .....	<b>5</b>
<b>3. Match Process 2023</b> .....	<b>5</b>
<b>4. Match Results</b> .....	<b>7</b>
<b>5. Unmatched Candidates</b> .....	<b>7</b>
<b>6. Application of Business Rules</b> .....	<b>8</b>
<b>7. Privacy and Confidentiality</b> .....	<b>8</b>



## General Rules

Appointments for Advanced Training in Geriatric Medicine in Victoria in 2024 will be made through a centralised match.

The Postgraduate Medical Council of Victoria (PMCV) will conduct the Geriatric Medicine Specialty Match on behalf of the Royal Australasian College of Physicians (RACP) and the Victorian Geriatric Medicine Training Program.

The centralised match is for full-time Advanced Training positions. The match for full time Advanced Training positions will be held over two rounds. The first-round match is for continuing trainees and any eligible trainee not matched in the first-round. New Advanced Trainees are eligible to participate in the second-round match.

The process supports a flexible approach to training. Part-time and part-year positions will be appointed outside the centralised match. Candidates should contact the health services directly for details.

Match resources can be found on the computer matching website: <https://allocations.pmcv.com.au/matches> or for Geriatric Medicine specifically on <https://www.pmcv.com.au/all-matches>. They may also be found on the Victorian Geriatric Medicine Training Program (VGMTP) website at <https://vgmtp.org/centralised-match.html>

Please note: If you wish to be considered for a position outside Victoria, you will need to lodge a separate application with the relevant State or Territory.

### Contacts:

VGMTP - Assoc Prof Benny Katz ([Benny.Katz@svha.org.au](mailto:Benny.Katz@svha.org.au)) or Dr Rohan Wee ([Rohan.We@nh.org.au](mailto:Rohan.We@nh.org.au))

Allocation and Placement Service - PMCV ([allocations@pmcv.com.au](mailto:allocations@pmcv.com.au))

### Overview:

- All sites accredited for Advanced Training in Geriatric Medicine in Victorian will be participating in the centralized match.
- All full-time appointments for Advanced Training in Geriatric Medicine in Victoria in 2024 will be made through the centralised match.
- Special arrangements are in place to support a flexible approach for part-time trainees. These positions will be appointed outside the centralised match.
- The centralised match will be run over two rounds.
- The first-round of the centralized match is for continuing full-time trainees.
- Applicants who have undertaken advanced training in another physician specialty are eligible to

participate in the first-round match.

- New advanced trainees are eligible to join the second-round match along with candidates not matched in the first-round. This match is for entry into multiple RACP advanced training programs.
- To participate in the match, applicants must register with PMCV, and submit their preference list. They must also apply to each Health Service on their list.
- The match is competitive. Participation in the match does not guarantee employment or training. Applicants are encouraged to apply widely.
- The results of the match are binding. Candidates should not apply for a position that they would not be prepared to accept.

## How to apply

Positions are advertised on the PMCV Allocation and Placement Service, on the VGMTP website and on the Health Services' website.

To participate in the match, you must apply both to PMCV and to every Health Service of interest. When registering with PMCV you will be asked to provide your details, CV, three referees and your preference list of Health Services. Health services will only be able to access the information of candidates who have listed that health service as one of their preferences.

The centralised match is for full-time positions. Special arrangements are in place to support a flexible approach for part-time trainees. Part-time and part-year positions may be appointed outside the match. Please contact the Health Services directly. Candidates securing part-time employment should not participate in the match. Candidates who have not been successful in securing part-time employment may participate in the centralised match for a full-time position.

The centralised match will be held over two rounds.

- The first-round match for continuing Advanced Training opens on the PMCV Allocation and Placement Service website on **Monday 5<sup>th</sup> June 2023** and close at **5:00 PM on Thursday 22<sup>nd</sup> June at 5PM**. Applicants will be able to re-order or remove hospital preferences until 5:00 PM on **Friday 7<sup>th</sup> July 2023**. No new preferences can be added after **Thursday 22<sup>nd</sup> June 2023 at 5PM**. Please note referee reports must be received by 5:00 PM **Thursday 29<sup>th</sup> June 2023**, so early application and nomination of referees is strongly advised.
- The second-round match for new Advanced Trainee applications opens on the PMCV Allocation and Placement Service website on **Tuesday 18<sup>th</sup> July 2023** and close at **5:00 PM on Tuesday 8<sup>th</sup> August 2023 at 5PM**. Applicants will be able to re-order or remove their existing hospital preferences until **5:00 PM on Tuesday 22<sup>nd</sup> August 2023**. No new preferences can be added after **Tuesday 8<sup>th</sup> August 2023 at 5PM**.

## 1. Advanced Training Institutions

Health Service	Head of Unit	Contact(s)
<b>Albury Wodonga</b>	Assoc Prof Hong Yu <a href="mailto:Hong.Yu@awh.org.au">Hong.Yu@awh.org.au</a>	Assoc Prof Hong Yu <a href="mailto:Hong.Yu@awh.org.au">Hong.Yu@awh.org.au</a> Dr Nicholas Sharrock <a href="mailto:nicholas.sharrock@awh.org.au">nicholas.sharrock@awh.org.au</a>
<b>Alfred</b>	Assoc Prof Peter Hunter	Dr Eva Kipen <a href="mailto:e.kipen@alfred.org.au">e.kipen@alfred.org.au</a> Dr Ronald Leong <a href="mailto:r.leong@cgmc.org.au">r.leong@cgmc.org.au</a>
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Details of the positions may be found in the Health Service Directory available on the PMCV and VGMP websites.

The Advanced Training selection process is merit-based and competitive. Both candidates and Health Services rank their preferences as part of the Match process. In accordance with the allocation and placement procedures, the preferences of candidates are considered with reference to where a candidate is ranked by a Health Service.

It is not permissible for candidates or Health Services to divulge their preferences / rankings to another party at any time.

All Health Services participating in this Match abide by the allocations and placement service code of conduct as detailed on our web site [PMCV Allocation and Placement Service](#).

## 2. Candidates Eligibility

To be eligible to participate in the centralised match for Advanced Training in Geriatric Medicine the applicant must be registered with the Royal Australasian College of Physicians (RACP) and, unless stipulated by the College to the contrary, have successfully completed all Basic Physician Training examination requirements and be eligible for Advanced Training.

It is a condition of entry into the match that if successful, both applicants and Health Services MUST accept the appointment.

## 3. Match Process 2023

- All participating Health Services have agreed to participate in the Victorian state-wide selection Process. No Health Services will go outside the match.
- Candidates must register with PMCV and must also submit applications for employment with Health Services of interest.
- Candidates may apply to as many Health Services as they like.
- Health Services will only be able to access information of candidates who have included that Health Service on their preference list.
- It is not permissible for candidates or Health Services to request or divulge their preferences / rankings to another party at any time.
- VGMP will send notices prior to important deadlines. All current trainees will receive these updates. If you are not currently registered with VGMP but would like to receive these updates, please email [admin@vgmp.org](mailto:admin@vgmp.org) and include Centralised Match in the subject line. Registering your details with VGMP does not constitute an application for employment.

### INTERVIEW

- Each Health Service has its own arrangements for interviews and may choose not to interview all applicants.
- Some Health Services undertake joint interviews with other Health Services.
- You may need to attend multiple interviews.

#### SELECTION CRITERIA

- Successfully completion of the FRACP Part 1 examination (written exam and clinical exam)
- Demonstrates ability to work effectively in a multidisciplinary clinical team – diligence, punctuality, organization, record keeping, time management, problem solving skills, teamwork.
- Demonstrates excellent communication (verbal and written) with patients, their families, medical and non-medical colleagues.
- Excellent theoretical knowledge and clinical judgement.
- Demonstrates ability to provide empathetic and expert clinical care.
- An aptitude to cope with stress - resilience to work pressures and to prioritise competing demands appropriately.
- Insight – the ability to accept feedback about oneself, and to seek help and advice when needed.
- Demonstrates commitment to ongoing Advanced Training education, research and teaching in Geriatric Medicine.
- Demonstrates commitment to continuous quality improvement.

Please ensure your CV accurately lists:

- Medical qualification – including honours; university or clinical school prizes, dates.
- FRACP exam result and date.
- Other relevant qualifications.
- Publications, including references.
- Research.

#### REFEREES' REPORTS

- Select 3-4 referees who you have worked with in the last 12-24 months. Referees should be consultants.
- Please ensure the referee will be available to lodge the reference in the timeframes. Please encourage them to write comments against at least a few of the domains questioned, not just tick a box. You can see on the PMCV system if a referee has lodged a reference or not. Chase them up politely if they haven't.

#### **Candidate Preferences List:**

For the first-round match candidates will be able to add positions to their Candidate Preference List (CPL) in the Allocation and Placement Service until 22<sup>nd</sup> June 2023 and be able to re-order or remove positions on their CPL until 7<sup>th</sup> July 2023.

For the second-round match candidates will be able to add positions to their CPL until Tuesday 8th August 2023 and be able to re-order or remove positions on their CPL until Tuesday 22<sup>nd</sup> August 2023.

Health Services will only have access to information from candidates that include that Health Service on their CPL.

To be successfully matched the candidate must have listed the Health Service on their CPL and applied for appointment to the Health Service. Any incomplete or late application will not be considered.

Both candidates and Health Services will rank their preferences prior to the match. In accordance with the allocation and placement process, the preference of candidates will be considered with reference to where a candidate is ranked by a Health Service.

The results of the match are binding. A candidate who has been matched is ineligible to enter the second-round match aiming to secure a higher preference.

#### **Advanced Trainees considering part-time or job-share arrangements.**

There is support for a flexible approach to training.

- Health Services not advertising part-time or job-share appointments may be willing to consider such appointments. Applicants are encouraged to contact the Health Services to ascertain whether they will consider an application.
- Part-time and job-share appointments may be appointed outside the match.
- An applicant accepting such an appointment must withdraw from the match prior to the deadline.
- Applicants unable to secure appointment prior to the match deadline are eligible to participate in the match for a full-time position.
- The results of the match are binding.

## **4. Match Results**

Successful applicants will be contacted by phone by the hospital Head of Unit or delegate, after a valid match has been declared.

Health Services and candidates will be able to access their match results via log in to the Allocation and Placement Service.

The PMCV will supply the coordinator the complete match results.

#### **IMPORTANT: Only one offer will be made to each successful candidate.**

A candidate who is matched in the first-round will not be eligible to enter the second-round match aiming to secure a higher preference.

**Matched Applicants:** Computer Matching results are available to candidates and Health Service administrators via the PMCV computer matching website from 10.00am on Tuesday 25<sup>th</sup> July 2023 for the first-round match, or Monday 4<sup>th</sup> September 2023 for the second-round match. Matched candidates will receive an email from the PMCV advising them that they have been offered a position through the match and should check the details on the PMCV website.

Letters of appointment are made to successful applicants by the relevant institution.

Overall ranking will not be available to candidates.

## **5. Unmatched Candidates**

Unmatched applicants will receive an email from the PMCV advising them that they have not been offered a position through the match. Unmatched applicants will remain on a ranked list and will be notified should a position become available.

Unmatched applicants are advised to monitor the VGMTP website or contact the coordinator for further information. Applicants who are not matched may be contacted regarding a vacancy or if new positions become available.

## 6. Application of Business Rules

These business rules apply only to the 2023 Geriatric Medicine Match.

## 7. Privacy and Confidentiality

All personal information submitted by candidates including their application, CV, referee reports and current supervisor's reports will be accepted as private and confidential information.

In submitting that information the candidate consents for their application, CV and referee reports to be made available to the Health Services which the candidate has nominated on their Candidate Preference List and to the members of the relevant interview panel specifically for the purpose of the Central Appointments Process only.