



Specialist Training Program – Guidelines for clinics

The Specialist Training Program (STP) seeks to extend vocational training for specialist registrars into regional, rural and remote and private facilities. The program aims to improve the quality of the future specialist workforce by providing registrars with exposure to a broader range of healthcare setting and improving workforce distribution. By 2020, it is a requirement of the Department of Health that 50% of STP training practices are in rural or regional areas (defined as Australian Statistical Geography Standard – Remoteness Areas 2-5).

Aims & Objectives

The aims and objectives of the Specialist Training Program are:

- a) enhance the capacity of the health care sector to provide high quality, appropriate training opportunities to facilitate the required educational experiences for specialists in training;
- b) support quality training posts that build the overall training capacity in the system, by extending specialist training into new “expanded” healthcare settings; and
- c) contribute to improving medical workforce distribution.

Funding

STP positions are eligible to receive the following (per annum/per 1.0FTE):

- \$105,000 (excl. GST) in registrar salary support
- Between \$15,000 - \$30,000 (excl. GST) of Rural Support Loading for registrars in rural clinics. For further information, please see the [Rural Support Loading Guidelines](#).
- \$30,000 (excl GST) in Private Infrastructure and Clinical Supervision (PICS) allowance for clinics in private settings. For further information, please see the [PICS Guidelines](#).

Remuneration principles

Generally, the Registrar should receive:

- Payment of STP Salary Support \$105,000 (exclusive of GST) per FTE for 2018 paid in fortnightly/monthly instalments (for a 36-hour working week).
- 25% of billings made through the clinic on top of their annual STP salary support as per 2018-2020 contract. This includes surgical assisting arranged by the clinic.
- Weekend Team coverage Registrar to be paid up to 75%.
- Registrar to keep 100% of independently arranged surgical assisting and team coverage income outside of 36-hour training week.

The clinic/supervisor should receive:

- The **Private Infrastructure and Clinical Supervision** (PICS) allowance (\$30,000 exclusive of GST per FTE per annum)
- 75% of Registrar billings, and surgical assisting fees if arranged through the clinic (minimum of 25% of weekend coverage contract if arranged through the clinic).

Note: Assisting lists and team coverage arranged independently of the training position are not required to be billed through the clinic and therefore are not subject to the payment rates above.

Responsibilities of the clinic

- To have the appropriate infrastructure to facilitate Registrar training;
- To ensure that the training position has been accredited by the ACSEP;
- To ensure that interim reports and other documents are provided in a timely fashion;
- To develop a business plan to ensure ongoing sustainability of the training position in the absence of funding;
- To participate in the annual review process; and
- To ensure that the registrar is supported and has access to quarantined teaching time with appropriate infrastructure in place for remote access to registrar tutorials (this is to be funded through the PICS allowance).

Key Dates

Performance Reports from Clinic to ACSEP		
Year	Period	Due Date
2019	Report covering 1 January 2019 – 30 June 2019	20 August 2019
	Report covering 1 July 2019 – 31 Dec 2019	20 February 2020
2020	Report covering 1 January 2020 – 30 June 2020	20 August 2020
	Final Report	20 April 2021

Salary Payments from ACSEP to Clinic (per 1.0FTE registrar)			
Year	Period	Amount	Due Date*
2019	Quarter 1 (1 Jan – 31 March 2019)	\$26,250	7 January 2019
	Quarter 2 (1 April – 30 June 2019)	\$26,250	7 April 2019
	Quarter 3 (1 July – 30 Sept 2019)	\$26,250	7 July 2019
	Quarter 4 (1 Oct – 31 Dec 2019)	\$26,250	7 October 2019
2020	Quarter 1 (1 Jan – 31 March 2020)	\$26,250	7 January 2020
	Quarter 2 (1 April – 30 June 2020)	\$26,250	7 April 2020
	Quarter 3 (1 July – 30 Sept 2020)	\$26,250	7 July 2020
	Quarter 4 (1 Oct – 31 Dec 2020)	\$26,250	7 October 2020

*Payment of salary is dependent on the clinic submitting an invoice and all relevant documentation (i.e. performance reports)

PICS Reports and Invoices		
Year	Requirements	Due Date*
2019	PICS Proposed Expenditure Report	10 August 2019
	Invoice for the eligible PICS allowance.	10 August 2019
	PICS Final Expenditure Report	10 January 2020
2020	PICS Proposed Expenditure Report	10 August 2020
	Invoice for the eligible PICS allowance.	10 August 2020
	PICS Final Expenditure Report	10 January 2021

Rural Loading Reimbursement (ASGC-RA 2-5 clinics)		
Year	Requirement	Due date
2019	Rural Loading Claim form	31 December 2019
2020	Rural Loading Claim form	31 December 2020