Queensland Basic Paediatric Training Network

How to apply

This document provides guidance on recruitment and selection processes for the Queensland Basic Paediatric Training Network. It outlines the selection requirements for eligible applicants and includes guidelines for preparing an application.

Contents

Queensland Medical Specialty Training

Queensland Rural Medical Service
A unit of Darling Downs Health

What is the network?

The network applies to all first and second year basic paediatric trainees seeking an appointment in Queensland.

The network:

- aims to improve access to training and broaden existing clinical experience available to paediatric trainees, including managing complex patients in regional settings.
- aims to increase the capacity for and quality of paediatric training across Queensland, through a centralised selection and allocation process.

The network comprises three rotations that consist of a defined group of metropolitan and regional Royal Australasian College of Physicians (RACP) accredited training hospitals, through which trainees rotate to complete the requirements of the College for their basic training. Network trainees are allocated a Director of Paediatric Education (DPE) who will be responsible for approving all basic training.

Queensland Children's Hospital Rotation	Townsville University Hospital Rotation	Gold Coast University Hospital Rotation
Queensland Children's Hospital	**Townsville University** Hospital	**Gold Coast University** Hospital
Bundaberg Hospital	**Cairns** Hospital	**Bundaberg** Hospital
Caboolture Hospital	**Ipswich** Hospital	**Queensland Children's** Hospital
Cairns Hospital	**Queensland Children's** Hospital	**Logan** Hospital
Hervey Bay Hospital	**Logan Hospital**	**Redland** Hospital
Ipswich Hospital	**The Royal Darwin** Hospital	**The Tweed** Hospital
Logan Hospital		
Mackay Base Hospital		
Redcliffe Hospital		
Redland Hospital		
Rockhampton Hospital		
Sunshine Coast University Hospital		
The Prince Charles Hospital		
Toowoomba Hospital		

Royal Darwin Hospital accepts first year trainees as part of the Queensland Network. These trainees are governed through the Townsville rotation and will complete 12 months in Darwin, 12 months in Townsville and 12 months at The Queensland Children's Hospital. Applicants who select this option may as a result be offered an employment contract that is not from Queensland Health.

Eligibility criteria

The eligibility criteria for new applicants prior to commencement of training are:

- general registration with the Medical Board of Australia
- eligible for registration as a recognised trainee of the Royal Australasian College of Physicians (RACP) at the time of appointment to the network
- commencing your first or second year of paediatric training in 2025
- commencing your post graduate year three (PGY3) or above in 2025

Selection criteria

You will be assessed on your ability to demonstrate the following key attributes. Within the context of the responsibilities described in the network role description, the ideal applicant will be someone who can demonstrate the following:

- **commitment to pursuing a career as a paediatrician**
- **clinical skills, knowledge and personal attributes consistent with those required for appointment as a first/foundation year basic paediatric trainee at PGY3 or above**
- **ability to work in a complex clinical environment**
- **excellent verbal and written culturally appropriate communication skills**
- **leadership, management, and teamwork**
- **judgement, and problem-solving skills**
- **participation in teaching, ability to plan and manage their learning in a clinical environment**
- **professional and ethical behaviour in clinical and training environment**
- **commitment to Queensland**
- **exposure to regional and rural clinical experience (desirable)**

Key dates

Refer to the key dates on the network webpage.

Applications

Applications must be submitted through the Queensland Health RMO Campaign. The network supports and encourages applications from Aboriginal and Torres Strait Islander applicants. Link to info below

Late applications will not be accepted.

Preparing your application

When preparing your application, you should review the role description, which outlines assessment criteria, which all applicants will be assessed against to determine eligibility and suitability for a position. You will also be required to provide a copy of your curriculum vitae (network specific template) and

complete a paediatric clinical experience template. These documents can be prepared in advance and uploaded when completing your application and are available on the network webpage.

Network specific questions

Applicants will need to select **YES** when asked if you are applying to the Basic Paediatric Training Network otherwise, you will not be considered. After selecting **YES**, you will be required to upload a short statement addressing specific questions, outlined in the RMO application.

You will also be asked to indicate rotation and hospital preferences as well as global RMO position preferences in the event that you are not successful in obtaining a network position.

Current year of basic training

You are asked to indicate which basic paediatric training year you are expecting to commence next year. This information will assist the committee in determining your eligibility for appointment to the network. You may be asked to provide evidence of selection or endorsement from your current DPE if you are trainee applying from interstate who is already enrolled with RACP.

Paediatric clinical experience

You are required to upload detailed information about your recent clinical experience-up to the last three years which may include your intern year. You must provide information for all of your terms including your current term. As part of this question, you will be provided with a weblink to an approved clinical experience template that you must complete, save and then upload in response to this question.

In addition to previous experience, you will also be asked to provide details of terms you are expecting to complete in the second half of the 2024 training year if this information is available to you. Once you have completed the paediatric clinical experience template it is recommended that you save this to your desktop and then upload this document as your question response.

Rotation preferences

You are asked to indicate your first, second and third preference for a network rotation as per the figure on page 1. You will also be asked to indicate the following preferences:

- preference for a hospital placement regardless of your rotation preference
- preference for a metropolitan non-tertiary hospital
- preference for a regional non-tertiary hospital

All network applicants will be assessed and notified of the outcome of their application. Successful applicants will generally be offered a 12-month Senior House Officer (SHO) temporary appointment. Depending on previous experience, attributes, skills and training locations, some applicants may be offered an appointment at registrar level upon joining the network.

Part-time positions

Queensland Health encourages and supports the implementation of flexible work practices including the provision of part-time employment and job-sharing arrangements. If you would like to be considered for a

flexible training position, please indicate your preference in the network application. If you are shortlisted for interview you will be emailed a survey and given the opportunity to register your preferences for a flexible work arrangement. The network is better placed to consider requests prior to allocation rather than after allocations have been determined. Part-time positions and job share arrangements are subject to availability and approval by the employing hospital.

Please note selecting this preference does not increase the probability of gaining a training position.

Non-network positions

In the event that you are unsuccessful in obtaining a network position, you may wish to be considered for a non-network paediatric position. It is recommended that you complete Section 10, RMO preferences, 2-5 for non-network paediatric positions by nominating a facility and a position, eg Registrar, PHO or SHO in paediatrics.

Referee details

1. You will be required to nominate two (2) referees, who will each be contacted to provide information about your relevant skills and experience. Queensland Health (via the RMO Campaign) will contact each nominated referee directly using the contact information you provide in your application. You are advised to inform referees of your nomination before submitting your application and to also ensure that they are not on leave.

2. You are required to nominate two specific referees as follows:

    - Your current/immediate supervising consultant, who has observed your daily clinical work

    - The supervising consultant from your most recently completed paediatric term, who has observed your daily clinical work. If you have not completed a paediatric term, then a supervisor from your last 12 months employment may provide the reference.

3. Information provided by your referees will be used in conjunction with your application to determine your suitability for appointment to a network position. It is the responsibility of each applicant to ensure that referees are nominated according to these specifications and that both reports are received by the date indicated on the network webpage in order for your application to be considered.

Selection process

Selection will be overseen by a panel of college recognised Directors of Paediatric Education (DPEs), Directors of Paediatric Departments, Paediatric Consultants and Advanced Trainees. Applicants will be shortlisted for interview based on their application, CV, short statement and referee reports. Shortlisted applicants will be contacted to arrange an interview. Following interviews, all applicants will be ranked in order of merit, and will be notified of the outcome of their application.

Successful applicants will be offered a three-year network position in one of the three rotations. This will be based on merit ranking, previous clinical experience, hospital preferences and special consideration. Unsuccessful applicants will be notified and given the opportunity to re-preference their application to be considered for other (non-network) positions with Queensland Health.

Aboriginal and Torres Strait Islander Basic Paediatric Training Affirmative Pathway

The purpose of the Pathway is to promote the success of Aboriginal and Torres Strait Islander junior doctors in the Queensland Health workforce. Eligible applicants will be shortlisted for interview and if successful, will be allocated their first rotation and hospital preference.

Applicants wishing to access the Aboriginal and Torres Strait Islander Basic Paediatric Training Affirmative Pathway as part of the RMO 2025 recruitment campaign will:

- Be of Aboriginal and/or Torres Strait Islander descent; and

- Identify as Aboriginal and/or Torres Strait Islander; and

- Be accepted as an Aboriginal and/or Torres Strait person by the Aboriginal and/or Torres Strait Islander community in which they live, or previously lived.

Applicants will need to provide the following supporting documents in addition to the other documents outlined in the How to Apply.

- Written confirmation of acceptance by the Aboriginal and/or Torres Strait Islander community they live in or previously lived in, or
- A statutory declaration signed by the applicant stating that they are of Aboriginal and/or Torres Strait Islander descent and identify as Aboriginal and/or Torres Strait Islander

If you provide a confirmation of acceptance, it should be from an incorporated community organisation, association or body. The confirming organisation must have a majority of Aboriginal or Torres Strait Islanders in leadership and exist at the time you apply. You can use an original or notarised copy of a letter of confirmation or a confirmation you have from another organisation.

All documents must be certified as copies of the original by either a Justice of the Peace, Commissioner of Declaration, Barrister, Solicitor, or notary public.

PLEASE NOTE:
The Aboriginal and Torres Strait Islander Basic Paediatric Training Affirmative Pathway operates within the RMO 2025 recruitment campaign described on the Queensland Health website at RMO and Registrar Recruitment Campaign | Queensland Health
Applicants wishing to access the Pathway **must** meet all standard requirements of the RMO recruitment campaign and are subject to established pre-employment requirements conducted by the Hospital and Health Services

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Interviews

Network interviews will be held virtually for all applicants. Interviews are a six station Multiple Mini Interview (MMI) assessment with each station covering a specific domain e.g., Communication. Each station has one or two panel members who may be a senior medical officer, advanced trainee or a non-clinical representative. Panels will be standardised, so you may be offered an interview on any of the given days based on the number of applicants. The MMI process takes approximately 1 hour.

Appointments

Appointment of new trainees

Employment contracts will be arranged by the facility where the trainee commences network training. For trainees allocated to the Royal Darwin Hospital or Tweed Hospital, this will mean a non-Queensland Health employment contract for the first 12 months on the Network. Successful applicants will generally be offered a 12-month Senior House Officer (SHO) temporary appointment followed by two, 12-month registrar level temporary appointments, however the level of appointment will be determined by individual hospitals.

Depending on previous experience, attributes, skills and training locations, some applicants may be offered an appointment at registrar level upon joining the network.

All network trainees can be promoted to registrar status at any point in time during their training, at the discretion of their employing hospital. All trainees are subject to a satisfactory annual performance review for continuation on the network. This will be determined by a progress review panel.

If you are undertaking a portion of your training in a setting external to Queensland Health, a process has been established to ensure continuity of employment with Queensland Health, facilitate a smooth transition on your return, and maintain your Queensland Health leave entitlements. Further information is available from the network team by emailing paediatric-training@health.qld.gov.au

Special consideration

It is recognised that some trainees may have exceptional circumstances that will require minimal geographical relocation during basic training. If you believe you have a major medical or social issue that will preclude you from fulfilling a year of training in a regional site (if allocated), you are invited to apply for special consideration. Refer to the *Special consideration guidelines* on the network webpage.

Contacts

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Further information

Please contact Paediatric-Training@health.qld.gov.au for further information about the network or the application process.

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