
Queensland Haematology Training Information for Applicants

Each state and territory in Australia has its own system for appointing trainees. To be considered in more than one state or territory, separate applications need to be lodged.

Queensland Haematology Training

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There is a centralised appointment process for haematology advanced trainees in Queensland. Appointments to the Queensland Haematology Training Programme are co-ordinated by the RMO Campaign Coordinator, QLD Health and the Medical Support Unit, Pathology Queensland in conjunction with the State Director of Haematology.

How to apply

Positions are advertised through the Queensland Health RMO Campaign at www.careers.health.qld.gov.au/rmo and also on the RCPA website.

Application for a training position must be completed online through the Queensland Health RMO Campaign. On this site, all supporting documentation is uploaded electronically and requests for referee reports are generated and emailed to nominated referees.

Queensland Haematology Training Institutions

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| • Australian Red Cross Lifeblood (ARCLB) | • Queensland Children's Hospital (QCH) |
| • Cairns Hospital | • QML Pathology |
| • Gold Coast University Hospital | • Royal Brisbane & Women's Hospital |
| • Greenslopes Private Hospital** | • Sullivan Nicolaides Pathology |
| • Mater Adult Hospital ** | • Sunshine Coast University Hospital |
| • Mater Pathology | • Townsville University Hospital |
| • Pathology Queensland | • Toowoomba Hospital** |
| • Princess Alexandra Hospital | |

** Toowoomba Hospital, Greenslopes Hospital and one position at Mater Hospital are only RACP accredited for 6 months core training. If appointed to one of these sites, a rotation to another of these sites is required to ensure 12 months of accredited clinical training. Toowoomba Hospital has historically provided accommodation support to trainees in that location.

There are currently 41 haematology training positions (clinical and laboratory) across these institutions, of these 20 are laboratory positions. Appointment may be directly to a clinical position or to the QLD

Network Training Program. Formal network appointments are typically limited to 8 -10 new applicants per year due to the mismatch of clinical and laboratory positions. This is to ensure that all network trainees can be placed in positions to complete 4yrs (JSAC) or 5 yrs (RCPA only) training.

Appointment to the QLD Network Training Program is required for registration with RCPA.

Trainees appointed outside of the QLD Network Training Program to clinical AT positions are eligible to register with RACP and if successful in appointment to network program in subsequent years, may apply to RCPA for retrospective accreditation of training time towards joint training – formal application and fees apply.

NOTE: Appointment to laboratory positions in Brisbane area may involve rotation to another laboratory in the metropolitan region to meet service needs and / or increase diversity of training exposure. For example: a trainee at Central Laboratory may rotate to QCH, ARCLB, Prince Charles Hospital or another metropolitan laboratory. Trainees at other Brisbane laboratories may also be required to rotate to other laboratories in this area.

Eligibility Criteria

To be eligible to apply for selection as a haematology advanced trainee in either the **Clinical Haematology** or **Joint Clinical and Laboratory Haematology** pathways, an applicant must meet the following entry requirements:

- Hold current general medical registration with the Medical Board of Australia/[Australian Health Practitioner Regulation Agency](#) (AHPRA); and
- Have completed RACP Basic Physician Training, including passing the RACP written and clinical examinations**

**As examination results may be not available at the time of application, RACP trainees are encouraged to apply pending DCE results.

To be eligible to apply for selection as a haematology advanced trainee in **Laboratory Haematology**, an applicant must meet the following entry requirements:

- Hold current general medical registration with the Medical Board of Australia/[Australian Health Practitioner Regulation Agency](#) (AHPRA); and
- Have completed two years of general clinical medicine

Note: Applications which do not meet the eligibility criteria will not be considered.

To be eligible for selection on the **overseas trained specialist (OTS) pathway**, an applicant must:

- Have limited registration; and
- Have been issued with an AMC Report 1

In accordance with Queensland Health HR Policy B46 (QH-POL-250) Citizenship, Residency, Visas and Immigration: Queensland Health must ensure that the recruitment of overseas professionals into clinical roles strengthens the regional economies through the engagement of skills that complement but do not replace the skills of the available local labour market. Only in the circumstance that an Australian applicant pool is insufficient to fill clinical vacancy may Queensland Health sponsor applicants from the overseas market.

Applications from overseas trained specialists **must include evidence of AMC Report 1 and limited registration**, and applicants must be **residing in Australia with a valid working visa**.

Note: Applications which do not meet the eligibility criteria will not be considered.

Refer to the [Royal College of Pathologists of Australasia](https://www.rcpa.edu.au/) (RCPA) for further information on eligibility and accredited facilities.

Selection Criteria

Key Skill Requirements/Competencies:

1. Demonstrated academic achievement and interest in haematology.
2. Demonstrated clinical competence, encompassing logical diagnostic reasoning, and sound medical knowledge.
3. Demonstrated interpersonal skills, including the ability to work as a team member and to relate successfully with other staff at all levels.
4. Demonstrated ability to communicate clearly and concisely in both spoken and written English, including formal and informal presentation of scientific, teaching or clinical material.
5. Ability, interest and willingness to participate in the teaching of haematology and in research.
6. An understanding of the concepts of a client focused service, ethical practice, and of the principles of quality management and continuous quality improvement.

Applications and referee reports from all eligible applicants will be evaluated based on the eligibility and selection criteria, and if the number of potential candidates requires it, a short list will be created.

Interviews will be offered to these short-listed candidates.

Factors which may be taken into consideration in the short-listing process include:

- Applicant indicates haematology as first preference in RMO application
- Past performance as indicated in referee reports
- Candidates who identify as Aboriginal or Torres Strait Islander in the RMO campaign process will be shortlisted for interview to support increased recruitment and selection of Aboriginal and Torres Strait Islander trainees

The Chair of the Centralised Appointment Process for Haematology Advanced Training (CAP-HAT) organises interviews after the short-listing process is completed.

Interviews are held in August.

Ranking of Applicants

For trainees on the QLD Network Training Program there is a general commitment to ensure ongoing placements in future years to enable completion of training. These trainees are allocated clinical or laboratory positions based on preferences and training needs provided they have met performance expectations and have satisfactory referee and supervisor reports.

Applicants not currently on the formal QLD Network Training Program are required to interview and will be ranked based on interview performance, CV, referee reports and suitability for appointment. Offers of positions will be made according to ranking and preferences.

New applicants who score poorly across domains may be deemed unsuitable for inclusion in the program, and not offered a position.

Options for new applicants wishing to pursue a career in haematology include:

1. Haematology pathology (RCPA – 5 year program)
2. Clinical haematology (RACP – 3 year program)
3. Joint laboratory/clinical haematology (RCPA/RACP – 4 year program)

Scoring

Scoring is undertaken for initial applicants to the haematology training program in an attempt to ensure that candidates are awarded places in the training program based on the degree to which they fulfil the key skill requirements and competencies that are considered essential qualities for haematology training, and for first year trainees applying for their first laboratory year.

Various modalities are utilised to try to ensure that candidates are given opportunities to display these qualities through the written word (as assessed on CV), through their interactions with others (as assessed on referee reports), and through the spoken word (as assessed on interview). Key skill requirements and competencies are assessed on at least one modality in the scoring process.

Applicants should not be disadvantaged because they have done their prior training outside of centres with established haematology advanced training programs, and the modalities used in scoring aim to allow a relatively standardised and transparent assessment of applicants, in order for the selection process to be as fair as possible.

Curriculum Vitae:

All CV's will be independently assessed and scored by at least 2 individuals (which could include Haematology HOD or their delegate, Training Network Coordinator, members of the selection committee or external haematologists).

The maximum score for the CV is 20 points. The domains against which a candidate's CV will be scored include:

Australian first nations / indigenous identity - please indicate if applies

Rurality

- Secondary school or medical course in regional/rural area; include location and number of years.

Educational achievement in medical degree and post-graduate study

- Candidates should list all qualifications relevant to the medical field.
- Success in specialty examinations, and awards or academic prizes should be included.

Publications and presentations

- Publications, abstracts, and presentations in the field of haematology, or publications more generally within 5 years of application should be listed. Please indicate the level of your contribution to any of these listed.

Quality Improvement

- Project/audit within 5 years of application. Description should include candidate's role, any formal presentation of findings and outcomes of intervention. Projects/audits should not overlap with published work or conference presentations.

Haematology experience

- Please include any haematology clinical terms undertaken, and the length of time spent in these.
- All haematology-related interests or experience should be included.

Teaching

- Candidates should detail any teaching they have undertaken.

Extracurricular / Leadership

- Candidates should detail activities demonstrating leadership, community involvement and / or significant achievement either within or outside the field of haematology. This could include (but is not limited to): sporting activities, the business arena, performing arts and music, volunteer activities, awards, and positions on boards or committees.

Interview:

The interview is structured with a total of 6 questions. Responses are scored by a panel of interviewers and average scores / question calculated. The interview panels are comprised of representatives from laboratory and clinical haematology departments and an RCPA representative. The Training Network Coordinator does not participate in the interviews but collates the scores and rankings for the selection process.

The maximum interview score is 60 points.

Questions will not be provided in advance.

Various aspects will be assessed including clinical competence, cognitive process, management and organisational skills, professional and personal attributes, interpersonal skills, communication and knowledge of and commitment to safe workplace culture. The interview will not represent an examination of haematological knowledge or academic achievements.

The interview will take approximately 25 minutes.

Interviews are held in early August, usually following the release of RACP clinical examination results.

In person interviews are preferred, however interview may be held via videoconference if this is not reasonably possible. In the event that the candidate needs to travel for interview, it is the applicant's responsibility to make the appropriate travel arrangements and to meet any associated costs. The QLD CAP-HAT accepts no responsibility for costs incurred in attending the interview.

Applicants who are offered an interview will be notified by email at least a week before the interviews. The QLD CAP-HAT accepts no responsibility if incorrect contact details are provided, or the applicant cannot be contacted using the provided contact details.

Referee reports:

Two referee reports are required. Both referees must have direct experience of working with the applicant.

One referee must be a current supervisor.

The second referee should be a supervisor (preferably general physician) from your last 12mths and no more than 18mths of employment.

There is no advantage in having a Haematologist as a referee. Applicants are encouraged to seek referees who know them well.

Please ensure your referee is willing and available to provide a reference, preferably including written comments as well as completing tick boxes and within the RMO Recruitment application deadline.

For continuing trainees, the most recent supervisor report/s should be uploaded in addition to the referee reports.

The following areas are assessed:

- Clinical Competency
- Communication Skills
- Professional Conduct
- Employability

Applicants who score poorly in the CV and have missing or unsatisfactory references may be excluded from interview. These applicants will be informed of this decision by the Training Network Coordinator.

Note: in the event that a serious concern is raised in referee reports or supervisor reports, direct contact may be made with the referees, and if required, with current and previous supervisors.

Although referee reports and supervisor reports are not formally scored, they are utilised in the short-listing process and may be used to help determine the strengths and weaknesses of individual candidates, to enable the most appropriate decision regarding the placement of successful applicants.

Position preference list:

As part of the online application process, candidates will be provided with a list of all available training positions (both clinical and laboratory) and are asked to preference any positions that they would be willing to accept if offered. Candidates will be provided with a second opportunity to either confirm or

change preferences prior to interviews. Candidates requesting special consideration should indicate this with supporting information on the online application and on the subsequent preferences document (particularly if circumstances have changed since the initial online application process has closed).

The preferences submitted by the candidate are not made available to the interview panel or the selection committee until the ranking process has been completed.

Selection Process

Following interview, new and existing non Network Program trainees who apply are ranked according to their combined CV and interview scores. For successful applicants, positions are allocated in order of rank taking into account preferences in relation to available positions. Referee reports, previous experience and overall impression from interviews may be considered in relation to offered position if 2 applicants achieve the same rank score.

Existing QLD Network Program trainees are allocated positions based on seniority in the program, preferences, position availability, training needs and prior training exposure. Network trainees are placed ahead of interviewed applicants.

Successful Applicants:

Offers of training positions are emailed shortly after the interviews, with notification of acceptance of the position expected within 7 days of the offer.

Letters of appointment are made to successful applicants by individual facilities in the following months.

Applicants who do not wish to accept an offer will be removed from the ranking and no further offers will be made.

Overall score may be requested however overall ranking will not be available to applicants.

Applicants who scored sufficiently well but are not offered a position in the initial round of offers may be contacted if positions become vacant or if new positions are created.

If positions are not able to be filled by suitable applicants from Queensland, interstate Network Training Coordinators will be contacted, to ascertain whether suitable candidates from their recruitment process remain without positions.

In the absence of suitable candidates, an attempt will be made to fill positions with non-training house officers. If this is deemed unsatisfactory, a second recruitment process will be considered.

Unsuccessful Applicants:

Unsuccessful applicants will be notified by email.

Overall score may be requested however overall ranking will not be available to candidates.

If otherwise suitable for the training program, they will remain on a ranked list and will be notified should a position become available.

Applicants may submit a request for feedback to the Coordinator – Haematology Training in Queensland, Dr Bronwyn Williams (qldhaematologytnc@rcpa.edu.au).