



AOA

AUSTRALIAN
ORTHOPAEDIC
ASSOCIATION

National Program of Accredited Fellowships

Post Fellowship Education and Training
PFET SPINE
2011 Regulations



Australian Orthopaedic Association Limited
229 Macquarie Street SYDNEY NSW 2000
T +61 2 9233 3018 F +61 2 9221 8301 Email training@aoa.org.au

TABLE OF CONTENTS

<u>SECTION 1: OBJECTIVES</u>	<u>3</u>
<u>SECTION 2: CRITERIA FOR ACCREDITATION</u>	<u>3</u>
<u>SECTION 3: APPLICATION PROCEDURE</u>	<u>3</u>
<u>SECTION 4: ELIGIBILITY FOR APPOINTMENT TO AN ACCREDITED FELLOWSHIP</u>	<u>4</u>
<u>SECTION 5: TENURE</u>	<u>4</u>
<u>SECTION 6: SUPERVISION OF FELLOWSHIPS</u>	<u>4</u>
<u>SECTION 7: ADVERTISEMENT OF FELLOWSHIPS</u>	<u>5</u>
<u>SECTION 8: FINANCING OF FELLOWSHIPS</u>	<u>5</u>
<u>SECTION 9: ADMINISTRATION</u>	<u>6</u>
<u>SECTION 10: REPORTING PROCEDURES</u>	<u>7</u>
<u>SECTION 11: REVIEW PROCEDURES</u>	<u>7</u>
<u>SECTION 12: INDUSTRY INVOLVEMENT</u>	<u>7</u>

SECTION 1: OBJECTIVES

1.1 Fellowships aim to provide supervised training in a range of spinal surgery after the completion of accredited orthopaedic or neurosurgical training.

1.2 The aim of the AOA accreditation process is to provide a service to AOA members and Fellowship applicants, by maintaining the highest standard of training available at such Fellowship posts offered throughout Australia.

1.3 The aim is also to meet the increasing number of requests for AOA validation of posts by external accreditation bodies, including hospitals, medical boards, government agencies and overseas institutions.

1.4 To be independent of the Royal Australasian College of Surgeons (RACS) accreditation process recently introduced.

SECTION 2: CRITERIA FOR ACCREDITATION OF A FELLOWSHIP ARE THAT:

2.1 Fellows engage in research. Facilities for clinical, laboratory or comparable basic research must be available to enable such research to be undertaken by Fellows.

2.2 Fellows must be attached to either a public or private hospital accredited by the Australian Council of Hospital Standards (ACHS) or approved by the AOA Fellowships Committee. Conjoint appointments in both spheres of medical practice are permitted.

2.3 The Regional Training Committee must indicate that the proposed Fellowship will not adversely affect the operation of the SET Program in Orthopaedic Surgery provided by AOA in that region.

2.4 The Chief Supervisor must be a Fellow of AOA or another relevant specialist surgical group, have current specialist registration in Australia as an orthopaedic surgeon or neurosurgeon, and have evidence of full CPD compliance.

SECTION 3. APPLICATION PROCEDURE

3.1 A Fellow of AOA must apply for an accredited Fellowship using the prescribed forms.

3.2 Application forms can be obtained from the AOA website (www.aoa.org.au). Application forms can also be obtained by writing to AOA Fellowships Officer, Ground Floor, 229 Macquarie Street, Sydney, NSW 2000.

3.3 The completed form must be returned to the Fellowships Officer with an application fee of \$100 before processing.

3.4 Applications will be forwarded to the state Regional Training Committee Secretary who is requested to verify that the proposed Fellowship will not detrimentally affect the operation of the SET Program in Orthopaedic Surgery provided by AOA in that region.

3.5 Following Regional Training Committee approval, the application will be sent for assessment by the AOA Fellowships Committee. Meetings of this Committee occur in

February and July each year, or as required. The Fellowships Committee makes a decision regarding the accreditation of the Fellowship, and reports the decision to AOA.

3.6 The Fellowships Committee may accredit a Fellowship prior to the subsequent meeting of the AOA Board.

3.7 Once approved, a description of the Fellowship will be listed on the AOA Accredited Fellowships page of the AOA website. The Fellowships Officer will send a form for this purpose to the Supervisor of the Fellowship.

3.8 The Fellowships Committee may make enquiries or obtain advice, in order to assist it to come to a decision regarding the accreditation of a Fellowship.

SECTION 4. ELIGIBILITY FOR APPOINTMENT TO AN ACCREDITED FELLOWSHIP

4.1 An employing body may not advertise or offer a fellowship as AOA accredited until such time as the AOA Fellowships Committee has approved an application for accreditation.

4.2 Requests for approval by the Fellowships Committee should be made on the appropriate application form available from AOA, or at www.aoa.org.au.

4.3 Applicants should:

4.3.1 hold a Fellowship of the Royal Australasian College of Surgeons (FRACS) in Orthopaedic Surgery or Neurosurgery, or

4.3.2 be a qualified orthopaedic or neurological surgeon in their country of residence, or

4.3.3 be orthopaedic or neurosurgical trainees engaged in accredited training towards FRACS, or

4.3.4 be training towards a specialist orthopaedic or neurosurgical qualification in their country of residence.

4.4 Prior to commencement of the Fellowship, International Medical Graduate Fellowship applicants must apply to the relevant Australian State Medical Board for the appropriate category of medical registration, and to the immigration authorities for the appropriate visa category.

4.5 It is intended that International Medical Graduates engaged in an Australian Fellowship return to their country of residence at the conclusion of the Fellowship. Fellowships are not intended as a prelude to permanent medical registration in Australia.

SECTION 5. TENURE

5.1 The minimum tenure for an AOA accredited PFET in Spine is 12 months.

5.2 The total tenure of Fellowships must not extend beyond two years.

SECTION 6. SUPERVISION OF FELLOWSHIPS

AOA accredited Spine PFET Fellowships can be situated in several hospital sites so as to allow exposure to a wider range of spinal disorders (e. g. adult, paediatric, scoliosis, trauma,

oncology). At each site there must be a supervisor. The supervisor does not need to be the same person at each site.

6.1 Each accredited Fellowship is to be assigned a Fellowship Chief Supervisor.

6.2 The Chief Supervisor must be a Fellow of AOA or another relevant specialist surgical group (eg. NSA), has current Australian specialist registration as an orthopaedic surgeon or neurosurgeon, and have evidence of full CPD compliance. The supervisor must have sufficient post fellowship expertise in spine surgery. Supervisors must confine the majority of their practice to the treatment of spinal complaints.

6.3 If arthroplasty is performed in the Fellowship, supervisors are strongly encouraged to participate in the AOA National Joint Replacement Registry.

6.4 Other Fellowship Supervisors may be associated with the Fellowship. They must have the following qualifications:

6.4.1 Membership of AOA or other relevant specialist surgical group and current specialist registration as an orthopaedic surgeon or neurosurgeon, or membership of the college appropriate to their specialisation.

6.4.2 Evidence of full CPD compliance in their area of specialisation.

6.4.3 Evidence of leadership in a national or international surgical or medical association or other learned professional society. These include but are not restricted to:

a. Active membership of an AOA associate specialist society, or

b. Publication in peer-reviewed journal within last five years, or

c. Contributor to AOA ASM or COE within last five years, or

d. Current member of the editorial board of international peer-reviewed orthopaedic journal, or

e. Other evidence of continuing research, publication or presentation activity.

6.4.4 Other fellowship supervisors must have sufficient post fellowship expertise in spine surgery and confine the majority of their practice to the treatment of spinal complaints.

SECTION 7. ADVERTISEMENT OF FELLOWSHIPS

7.1 The Chief Supervisor or employing body may advertise the Fellowship when all accreditation procedures have been met and a letter has been received from AOA indicating that the Fellowship has been accredited.

7.2 A directory of AOA Accredited Fellowships is available on the website at www.aoa.org.au. It is the responsibility of the Fellowship Supervisor to periodically check the Fellowship information on the website and to advise the Fellowships Officer if changes are required.

7.3 The AOA logo may be used in the promotion of an AOA accredited Fellowship, and the Fellowship documents may include the following statement 'The fellowship is accredited by the Australian Orthopaedic Association'.

7.4 AOA publications will advertise Australian Fellowships, and will distinguish between AOA accredited and non-AOA accredited Fellowships in advertisements.

SECTION 8. FINANCING OF FELLOWSHIPS

8.1 A base salary package of \$50,000 per annum, before tax, has been deemed an appropriate minimum for the Fellow, when funding is based in Australia. Funding may be provided to the Fellow by their home country or institution. This amount is to be indexed annually according to CPI (Sydney).

8.2 Salary may include contributions for assistant's fees, on-call fees and grants from industry, as permitted by the extent or nature of registration provided by the relevant state medical board.

8.3 Funding of the Fellowship must be in a manner that is accountable, transparent and that will withstand public scrutiny.

8.4 Industry should not pay Fellows directly. Industry support for Fellowships should be funded through a third party to ensure 'arm's-length' administration. Such third parties may include: the AOA Fellowship Fund, universities, research institutions and foundations, philanthropic associations, public and private hospitals or other organisations associated with the provision of health care.

8.5 The AOA Fellowship Fund can accept industry support for AOA accredited fellowships as an alternative to other suitable third parties, or where no alternative appropriate administrative third party is readily available. Use of the Fellowship Fund guarantees entities or institutions offering Fellowships independent separation between funding and fellowship, in delivery of that fellowship. Applications to the Fellowship Fund should be made through the AOA Fellowships Officer.

8.6 Excess funds may, at the supervisor's discretion, be applied to the Fellow's research expenses and attendance at scientific meetings, including interstate meetings.

8.7 In cases where industry contributions are utilised, Supervisors and Fellows agree in writing on the application form to abide by the AOA Position Statement on Interaction with Medical Industry.

8.8 Industry funding must be in accordance with the regulations outlined by the Medical Technology Association of Australia (MTAA), or its equivalent. Contributions to the AOA Fellowship Fund will only be accepted from a company that has subscribed to an industry code of practice.

8.9 Medical Indemnity coverage for the Fellow under this scheme is the financial responsibility of the Fellow.

9. ADMINISTRATION

9.1 The AOA Fellowships Committee administers the Accredited Fellowship Program through AOA Head Office, which is responsible for maintaining a list of accredited Fellowships and a list of incumbent Fellows.

9.2 An annual renewal fee of \$50 is to be levied for each Fellowship position for ongoing costs related to recording of data, compiling and maintaining the Directory of Fellowships on the website. This fee must be paid by 1 July each year.

9.3 Each accredited Fellowship covers one Fellowship position only. If an additional Fellowship position is proposed, a separate application must be made.

10. REPORTING PROCEDURES

10.1 At the end of the Fellowship period, the Fellow and the Fellowship Supervisor must submit detailed reports on the prescribed forms to the AOA Fellowship Officer. The report forms are available at www.aoa.org.au and from the Fellowships Officer, Ground Floor, 229 Macquarie Street, Sydney NSW 2000.

10.2 The reports must be submitted to the Fellowships Officer, who will forward them to the Fellowships Committee for consideration.

10.3 Upon receipt of the reports, AOA will issue a Fellowship certificate to the Fellow.

10.4 Ongoing accreditation of the Fellowship will be conditional on the timely receipt of these reports.

10.5 It is understood that Fellowship positions may remain vacant on some occasions. If the Fellowship position remains vacant for more than 18 months, however, ongoing approval shall not be granted unless there are extenuating circumstances.

11. REVIEW PROCEDURES

11.1 The Fellowships Committee will review the National Fellowship Programme in all aspects at five (5) yearly intervals, next in 2015, or as required.

11.2 The review of Fellowships will be conducted via the review of exit reports.

11.3 Any Fellowship found not to meet the Guidelines as set down by AOA during the review process may be disaccredited if recommendations made to enable the Fellowship to be retained can not be met.

12. INDUSTRY INVOLVEMENT

12.1 The philosophy, structure and control of the fellowship should be that of the supervisor without influence from the sponsoring party.

12.2 The successful applicant should be chosen exclusively by the supervisor(s) of the Fellowship.

12.3 The presence and extent of any sponsorship should be declared and transparent.

12.4 There is to be no obligatory relationship link between the level or presence of funding and the use of any industry product or service.

12.5 No Fellowship should bear an industry sponsor's name

12.6 Apart from appropriate acknowledgement, there is to be no prominent advertising of the industry's involvement of the Fellowship on AOA material e.g. website or AOA *Bulletin*.

12.7 The industry sponsor should be a member of the MTAA or equivalent society, and subscribe to an industry code of conduct.