

# Appeals Committee Policy for Pre-Vocational Doctors

## Rationale:

Pre-Vocational Doctors (PVDs) need clear advice on what to do in the event of a conflict regarding progression in their training; in particular, at decision points at the end of the year. For interns, this refers to progression to General Registration. For PGY2 doctors, this refers to acquiring a certificate of completion.

Clear procedures are required to remove the disincentives for PVDs to raise concerns. They need to have confidence that their concerns will be addressed in a fair, transparent and respectful way.

## Expected outcomes / Objectives:

To provide a timely, constructive and confidential approach to resolving training disputes for pre-Vocational doctors (PVDs), in a confidential, no-blame approach.

Correct decisions should be ensured by appeals processes that are fair, reasonable, timely, transparent and documented in writing.

## Definitions:

**Pre-Vocational Doctor (PVD):** Doctors who have not yet entered a vocational training program. Usually first 2 years post-graduation.

**Intern:** Pre-Vocational Doctor in their first post-graduate year of training.

**PGY2+:** PVD in their second post-graduate year or above.

## Appeals Committee Process:

PVDs can appeal any decision made by the Assessment Review Panel.

PVDs will have knowledge of the method for making an appeal. This will be communicated to them at the time of notification regarding any decision made by the Panel.

Appeals must be formally submitted in writing to the Chief Medical Officer and reviewed by an independent panel within thirty days.

The Appeals Panel is independent of the Assessment Review Panel, and should include the following:

Chief Medical Officer, or Deputy Chief Medical Officer

A representative from People and Culture

A member of Senior Medical Staff,

A member of the Health Service Legal Team as deemed necessary.

The PVD will be notified of the outcome of the Appeals Process in writing within 14 days.

### References:

Prevocational Medical Staff Assessment Review Panel

AMC Training and Assessment requirements for prevocational (PGY1/2) training programs.