



MEDICAL ADMINISTRATION

Royal Australasian College of Medical Administrators (RACMA)

[Royal Australasian College of Medical Administrators](#) Fellowship Training Program is a 3 year (full time equivalent) training pathway divided into four main domains: Health system science, medical management practice, research training and personal and professional leadership development.

Entry requirements/pre-requisites

- General medical registration with the Australian Health Practitioner Agency (AHPRA) or full general medical registration with the Medical Council of New Zealand (MCNZ).
- Completion of PGY3; a minimum of three years full time equivalent clinical experience involving direct patient care.
- Have a RACMA accredited training position or a position that is likely to qualify as a training position (for example a medical management position which may be a training post or a substantive position that will allow you, as a candidate to develop the appropriate medical management competencies).

Refer to <https://racma.edu.au/training/fellowship-training-program/about-ftp/eligibility-criteria/>

Application and selection process – [how to apply](#)

To join the RACMA Fellowship Training Program, candidates must meet the above criteria.

RACMA is responsible for selecting applicants onto the Fellowship Training Program and matching trainees to positions across Australia. Applicants must apply for the Fellowship Training Program with RACMA and also complete their preferencing via the [RMO Campaign](#) to secure an employment contract with their allocated Queensland Health facility.

Candidates who change their training post or employer/health organisation during candidacy must notify the College to ensure that any new position is accredited by the College, as if a post is unaccredited, candidates risk this training time not being counted towards their time in supervised practice.

[Recognition of Prior Learning and Experience \(RPLE\)](#): The RPLE process enables applications to seek advanced standing as a result of prior learning and experience. If successful, the level of RPLE awarded can reduce and/or modify the training program for that applicant.

Regional Training Hub Southern Queensland

Phone: (07) 4633 9700; Email: rthsq@uq.edu.au

Useful contacts and links

Darling Downs Hospital and Health Service: Medical Education Unit
DDHHS_MEU@health.qld.gov.au

Medi-Nav: <https://medinav.health.qld.gov.au>

Royal Australasian College of Medical Administrators: <https://www.racma.edu.au/>

National Medical Workforce Factsheet: <https://hwd.health.gov.au/webapi/customer/documents/factsheets/2016/Medical%20administration.pdf>

Program requirements

Training Program Overview: <https://racma.edu.au/training/fellowship-training-program>

RACMA curriculum is trainee-centred and includes experiential training and supervised medical management practice through an accredited training post, as well as completion of a university Masters (or equivalent) qualification. Candidates are required to complete an approved university Masters' program to meet the academic requirements of the Fellowship Training Program. This study may be undertaken before commencing as a candidate or completed during candidacy prior to being eligible for election to Fellowship.

Regional training opportunities in Southern Queensland

RACMA accredits training posts within health services and other health organisations by assessing the supervision, executive/medical management structure, health setting training infrastructure and support services.

There are currently 2 RACMA registrar positions in Toowoomba*.

***Position data valid as at October 2020.**

Map your Medical Administration training pathway in Southern Queensland

The following table provides an example standard pathway from internship through to fellowship in the Southern Queensland region:

MEDICAL ADMINISTRATION TRAINING PROGRAM - STANDARD PATHWAY EXAMPLE					
PGY1	PGY2	PGY3	PGY4	PGY5	PGY6
			Supervised Medical Management Practice		
Intern	RMO	RMO	Year 1	Year 2	Year 3
Toowoomba Hospital	Toowoomba Hospital	Toowoomba Hospital	Toowoomba Hospital	Toowoomba Hospital	Toowoomba Hospital

Please note this pathway only makes reference to the supervised medical management practice requirement. The other fellowship requirements, such as the Masters degree must also be completed (online options available) in order to obtain fellowship.

Disclaimer

The University of Queensland Regional Training Hubs have taken all reasonable steps to ensure that the information contained in this document is both accurate and current. Information in this Guide is accurate as at May 2021. Pathways provided are examples only and may be dependent on availability of positions, allocation processes and individual progression through the training program. While care has been taken to provide accurate information in this Guide, it is the responsibility of prospective candidates for training pathways and positions to check and confirm specific details with relevant Colleges and health authorities directly.