

Phases of transition – An overview

National Framework for Prevocational (PGY1 & PGY2) Medical Training – PMAQ Implementation

Guiding notes

2023-2025 will see Queensland-based prevocational training providers focus on transitioning their existing medical training programs to meet the requirements and standards of the National Framework for Prevocational (PGY1 & PGY2) Medical Training (the Framework). The accreditation agency, Prevocational Medical Accreditation Queensland (PMAQ), is responsible for assessing and monitoring the compliance of accredited programs with the standards as well as supporting accredited training providers in the ongoing improvement of their programs.

PMAQ is committed to working collaboratively with training providers to support the implementation of the new framework throughout this period of transition and will support providers as they progress towards achieving the requirements of the framework.

Phases of transition

PMAQ has developed a three-phase approach to the implementation of the framework in Queensland. The three phases describe PMAQ's minimum requirements for providers throughout the transition period. Therefore, while for example phase one is predominantly focused on the implementation of PGY1, providers are encouraged to consider the requirements of the framework more broadly to ensure the implementation of phase one aligns with any future plans for the program.

Principles of transition

The following principles are guiding the transition process:

- Currently accredited programs and terms remain accredited
- PMAQ does not expect full compliance against all standards immediately and will support providers to transition to full compliance over a period of time.
- During this initial phase of transition, PMAQ will focus on monitoring progress (quality improvement) towards meeting the new requirements and not assessing outcomes against the new standards (quality assurance). The exception to this is providers undergoing a full assessment or required to meet conditions.
- Providers will be required to demonstrate to PMAQ their progress in implementing the framework and the quality improvements required to support this. PMAQ will initially monitor these changes through the self-assessment and action planning processes described below.

Phase 1 (2023)

Phase 1 has been designed to ensure each program has specific governance arrangements in place to support the implementation of the following national standards:

- [Section-2-National-standards-for-prevocational-PGY1-and-PGY2-training-programs-and-terms.pdf \(amc.org.au\)](#) and
- [Section-3-Requirements-for-prevocational-PGY1-and-PGY2-training-programs-and-terms.pdf \(amc.org.au\)](#).

The three elements of Phase 1 each require a submission to PMAQ by a specific date.

1. Provider self-assessment checklist – support providers to plan and prepare and demonstrate their progress. **Due on or before 18 September 2023.**
2. Term categorisation spreadsheet – to enable the transition of currently accredited PGY1 terms to new term category requirements (A, B, C, D or service term). **Due on or before 18 September 2023.**

3. Change in circumstance – New term form – required for all new PGY1 terms or terms requiring significant changes commencing in the 2024 training year. **Due on or before 11 August 2023.**

Phase 2 (commencing January 2024)

Phase 2 commences in January 2024 and consists of three elements:

1. Provider self-assessment against PGY2 requirements (further details TBA)
2. Use of the transition action plan to aid planning and direct quality improvement activity
3. Proposed support visits by members of the assessor pool and PMAQ

Phase 3 (mid 2024)

The two key elements of Phase 3, which commences mid-2024, are:

1. For most providers, the transition action plan will become the formal method to monitor provider progress (replacing the existing progress reports)
2. Accreditation assessments against the new national standards will commence for those providers due for reaccreditation in 2025

Accreditation monitoring and reporting

As program managers, training providers are responsible for managing their prevocational training program to ensure ongoing compliance with the Framework, while PMAQ is responsible for assessing and monitoring each provider's ongoing compliance. PMAQ has however made the following adjustments to the existing model of accreditation to assist providers during the transition:

- In 2024 PMAQ will focus on working with providers as they identify and implement the quality improvements required to transition their programs to the new framework. To assist in managing this change PMAQ will replace the existing progress reporting with a new transition action plan . PMAQ will release this plan in coming months.
- Providers with conditions of assessment due in 2024 are still required to provide a response by the due date. PMAQ will work with providers on a case-by-case basis to manage and transition conditions which are aligned to a standard that does not align with the new framework.
- The current change in circumstance and notification of concern processes will remain unchanged and support the revised monitoring and reporting mechanisms.

PHASES 1 TO 3 OF TRANSITION TO THE NATIONAL FRAMEWORK FOR PREVOCATIONAL TRAINING



PHASE 1 – 2023

For PGY1

- Preparation to meet new standards and requirements
- For new PGY1 terms in 2024, or existing terms with significant changes, submit a CiC – New term form + term orientation guide to PMAQ by **11 August 2023**
- Provider self-assessment checklist due to PMAQ by **18 September 2023**
- Term categorisation spreadsheet due to PMAQ by **18 September 2023**

PHASE 2 – JAN 2024

For PGY1

- PGY1 allocations must meet registration standard
- Commence using national term assessment form
- Assessment review panel must be in place
- Supervisors to be trained in framework requirements

For PGY2

- Submit provider self-assessment checklist for PGY2 by TBC 2024
- Commence using transition action plan to monitor progress towards PGY2 requirements (most providers)
- Submit a CiC – New term form + term orientation guide for new PGY2 terms due to commence in 2025 by date TBC

PHASE 3 – JUL 2024

For PGY1

- PGY1 requirements from phase 2 continue

For PGY2

- Self-assessment process replaced with submission of transition action plan for most providers
- Scheduled accreditation visits commence with assessment against new standards
- Evaluate existing program components and the changes implemented in phases 1 & 2

THESE ARE EXPECTED ACTIVITIES AND MAY CHANGE AS THE TRANSITION PROGRESSES

PHASE 1 - 2023	PHASE 2 – JAN 2024	PHASE 3 - JULY 2024
PGY1 preparation and monitoring	PGY1 accreditation and PGY2 preparation	PGY1 and PGY2 accreditation and monitoring
<p>Assumptions</p> <ul style="list-style-type: none"> Focus is on quality improvement as providers transition to the new requirements for PGY1 Accredited PGY1 terms remain accredited Currently accredited terms transition to new categories to ensure components of the registration standard are met 	<p>Assumptions</p> <ul style="list-style-type: none"> Accredited PGY1 terms will be accredited as PGY terms Focus remains on quality improvement and progress towards compliance with all new standards and requirements via self-assessment 	<p>Assumptions</p> <ul style="list-style-type: none"> Focus remains on quality improvement and progress towards compliance with all new standards and requirements via self-assessment for all providers Resume scheduled accreditation visits with performance assessed against standards Current accreditation processes and rating scale will support the transition
<p>Method of monitoring</p> <ul style="list-style-type: none"> Complete and submit provider self-assessment checklist on or before 18 September 2023 	<p>Method of monitoring</p> <ul style="list-style-type: none"> Complete and submit provider self-assessment for PGY2 requirements Commence using transition action plan as method to monitor progress Potential use of support visits 	<p>Method of monitoring</p> <ul style="list-style-type: none"> Self-assessment process replaced with submission of transition action plan (most providers) Scheduled accreditation assessments with assessment against new standards Conditions applied to any standard not fully met.
<p>Program level requirements</p> <ul style="list-style-type: none"> Define and develop governance arrangements Review and update policies and procedures Ensuring monitoring processes are in place 	<p>Program level requirements</p> <ul style="list-style-type: none"> Commence development of governance arrangements for PGY2 program Review and update policies and procedures to include PGY2 program and requirements Design and develop PGY2 educational framework Commence using transition action plan as method to monitor progress Develop processes to meet identified gaps (from gap analysis) to meet all standards and requirements (for PGY1 and PGY2) Review PGY2 allocations to ensure compliance 	<p>Program level requirements</p> <ul style="list-style-type: none"> Continue using transition action plan as yearly method to monitor progress Commence evaluation of all new and existing components implemented in phases 1 and 2, as well as existing components

THESE ARE EXPECTED ACTIVITIES AND MAY CHANGE AS THE TRANSITION PROGRESSES

PHASE 1 - 2023	PHASE 2 - JAN 2024	PHASE 3 - JULY 2024
PGY1 preparation and monitoring	PGY1 accreditation and PGY2 preparation	PGY1 and PGY2 accreditation and monitoring
<p>Term level requirements For existing PGY1 terms</p> <ul style="list-style-type: none"> • Complete term categorisation spreadsheet • Review / develop term orientation guide (refer to Tip sheet – Term orientation guide) <p>For new PGY1 and / or PGY2 terms</p> <ul style="list-style-type: none"> • Complete Change in circumstance – New term form • Develop term orientation guide (refer to Tip sheet – Term orientation guide) • Submit form and guide for new terms on or before 11 August 2023 	<p>Requirements for PGY2 terms For existing PGY1 terms having PGY2 posts added</p> <ul style="list-style-type: none"> • Complete term categorisation spreadsheet for PGY2 posts • Update existing term orientation guide with PGY2 related information <p>For new PGY2 terms</p> <ul style="list-style-type: none"> • Complete Change in circumstance – New term form • Develop term orientation guide (refer to Tip sheet – Term orientation guide) 	
<p>Requirements for supervision</p> <ul style="list-style-type: none"> • Training on the requirement of new framework begun 	<p>Requirements for supervision</p> <ul style="list-style-type: none"> • Identify supervisors for PGY2 doctors • Evaluate and plan changes to the supervisor training delivered in 2023 • Continue training supervisors on requirements 	
<p>Requirements for assessment</p> <ul style="list-style-type: none"> • Establish assessment review group and define its governance arrangements 	<p>Requirements for assessment</p> <ul style="list-style-type: none"> • Commence using new national assessment form • Assessment review group is fully functional 	
<p>Requirements for cultural safety elements of the framework</p> <ul style="list-style-type: none"> • Conduct a gap analysis to inform an action plan to address the new cultural safety focussed outcome statements and national standards 	<p>Requirements for cultural safety elements of the framework</p> <ul style="list-style-type: none"> • Begin implementing elements of action plan 	<p>Requirements for cultural safety elements of the framework</p> <ul style="list-style-type: none"> • Continue quality improvement activities related to action plan