



The Royal Australian and New Zealand College of Radiologists

APPLICATION FOR ACCREDITATION OF HOSPITAL TRAINING POST(S)

Hospitals seeking College approval of posts for training are requested to furnish information in four categories –

- A. General information concerning the applicant hospital.
- B. Information concerning the staff and facilities in the Department of Radiology of that hospital.
- C. Information concerning the training program for radiology registrars.
- D. Any further information it is desired to furnish.

Number of training posts to be approved –

The department is seeking FULL accreditation

A. GENERAL INFORMATION CONCERNING THE APPLICANT HOSPITAL

Name of Hospital -

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Postal Address -

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University affiliation -

YES NO

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If yes, briefly describe extent -

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4. Total number of available beds -

5. Average daily bed occupancy for past year -

6. Total number of in-patient admissions during past year –

7. Total number of patients attending outpatients in the past year –

8. Total number of patients attending Casualty & Emergency section
in the past year –

9. If the beds are allocated for special purposes, please indicate the allocation, as far as possible, under the following headings –

Public Section -	No. of Beds -	Are any of these beds available for Pte/Int Patients Yes/No -	Number of admissions in the past year -
General Medicine			
Cardiology			
Diabetic &/or Endocrinology			
Neurology			
Psychiatry			
Haematology			
Immunology			
Geriatrics			
Radiotherapy			
Respiratory			
Renal			
Rheumatology			
General Surgical			
Neurosurgery			
Thoracic Surgery			
Orthopaedics			
Ophthalmology			
Otorhinolaryngology			
Oncology			
Plastic Surgery			
Faciomaxillary Surgery			
Urology			
Paediatric Medicine			
Paediatric Surgery			
Neonatal Paediatrics			
Obstetric			
Gynaecology			
Intensive Care			
Coronary Care			
Radiotherapy			
Other (Specify)			

14. Medical Records:

	YES	NO
Are medical records kept?	<input type="checkbox"/>	<input type="checkbox"/>

Name and qualifications of person in charge of Medical Records:

	YES	NO
Is unit record system used for - Public -	<input type="checkbox"/>	<input type="checkbox"/>

Non Public Patients -	<input type="checkbox"/>	<input type="checkbox"/>
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	YES	NO
Are records classified to enable surveys & other reviews to be made?	<input type="checkbox"/>	<input type="checkbox"/>

	YES	NO
Are records of non-public patients available for surveys & other reviews?	<input type="checkbox"/>	<input type="checkbox"/>

15. Teaching facilities within the hospital

	YES	NO
Medical Library	<input type="checkbox"/>	<input type="checkbox"/>

Name and qualifications of Librarian:

Approximate number of books -

Approximate number of journals subscribed to –

Is the library affiliated with other medical libraries for lending of books and journals?

YES	NO
<input type="text"/>	<input type="text"/>

Give details –

List the radiological journals subscribes to -

16. Are there lecture/tutorial rooms?

YES	NO
<input type="text"/>	<input type="text"/>

If yes, how many?

17 Are there clinical demonstration rooms?

YES NO

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If yes, how many?

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18. Is there equipment for projecting?

YES NO

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35 mm slides -

Power Point Presentation /16 mm slides

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19. Are there other teaching aids (teleradiology, closed circuit TV)?

YES NO

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Give details –

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20. Anatomical Pathology:

YES NO

Are regular clinico-pathological conferences conducted in the hospital –

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If yes, please provide details -

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21. Board of Postgraduate Studies –

Personnel	Hospital Appointment

	YES	NO
22. Does the hospital have training posts approved by – The Royal Australasian College of Surgeons	<input type="checkbox"/>	<input type="checkbox"/>
The Royal Australasian College of Physicians	<input type="checkbox"/>	<input type="checkbox"/>
The Australian and New Zealand College of Anaesthetists	<input type="checkbox"/>	<input type="checkbox"/>
The Royal Australasian College of General Practitioners	<input type="checkbox"/>	<input type="checkbox"/>
The Royal College of Pathologists of Australia	<input type="checkbox"/>	<input type="checkbox"/>

Other specialist Colleges (please give details below)

2. Name of Radiologist in charge of department –

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3. Contact details for Radiologist in charge of department (incl Phone, Fax and E-mail –

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Departmental annual statistics –

Please attach a detailed account of the number and type of examinations. Include CT, ultrasound, Nuclear Medicine, special procedures and MRI.

Total number of examinations per year –

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C. INFORMATION CONCERNING THE TRAINING PROGRAM FOR RADIOLOGY REGISTRARS

1. Name of Radiologist in charge of training -

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2. Do the registrars visit other hospitals, to obtain experience?

YES	NO

If yes, give details including the names, qualifications and appointments of the radiologists in other hospitals supervising such training.

3. Document the educational activities in the department under the following headings-

- (a) Roster of the weekly activities with education value in which the registrars must participate.

- (b) List all formal education sessions (tutorials, seminars, journal clubs, lecture courses) during the period relevant to the accreditation review (see also C3).

- (c) There must be documentation of the time allocated per week to formal teaching activities independent of clinical contact.

- (d) Document how training is achieved in ultrasound, nuclear medicine, paediatric radiology, obstetric imaging, computerised tomography and magnetic resonance imaging.

4. (a) *Anatomy*

Supervisor's name and qualifications –

Please attach details of course.

(b) *Medical Imaging Technology*

Supervisor's name and qualifications –

Please attach details of course.

(c) *Pathology*

Supervisor's name and qualifications –

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Please attach details of course.

(d) *Radiodiagnosis*

Supervisor's name and qualifications (attach brief c.v.) –

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Please attach details of course.

5 Unit Conferences –

(a) Detail unit conferences held in the department and how often they are conducted –

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(b) Are unit conferences open to all registrars?

YES	NO

(c) How many registrars attend these conferences?

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(b) Are unit conferences open to all registrars?

YES	NO

6 Hospital Conferences

	YES	NO
(a) Are clinico-pathological conferences and grand rounds conducted?	<input type="checkbox"/>	<input type="checkbox"/>
(b) Can all registrars attend these conferences?	<input type="checkbox"/>	<input type="checkbox"/>
(c) Do registrars attend these regularly?	<input type="checkbox"/>	<input type="checkbox"/>

7 Details of the teaching Film Library -

Number of cases classified in the library –

Name of radiologists responsible for maintenance of library –

D. PLEASE ATTACH ANY OTHER INFORMATION WHICH IS RELEVANT TO YOUR APPLICATION



The Royal Australian and New Zealand College of Radiologists

ADVANCED TRAINING POSITION GUIDELINES

If an Accredited Department wishes to create a fifth year Advanced Training Position, in addition to its accredited training positions, an application must be made to the Education Board. The following guidelines apply:

1. The Advanced Training position will be for an individual who has passed the FRANZCR Part II examination and has completed four years of accredited training.
2. The Advanced Training position will be recognised and recorded by the Education Board of the RANZCR. To achieve this, the department will apply to the Education Board for recognition and a record of this position will be kept by the Chief Censor in Radiology's office.
3. An Advanced Training position can only be created if by doing so the training of the other trainees within the Department is not jeopardised.
4. The FTE Specialist:Registrar ratio of 1:1.5 applies also to advanced trainees.
5. The job specification for an Advanced Training position must clearly indicate that the position will enable the appointee to obtain specific training in a particular area or sub-specialty of medical imaging. At least 3.5 days of each week's training must be spent in the sub-specialty area nominated in the application.
6. During the remaining 1.5 days advanced trainees must have access to meetings, lectures, tutorials and research facilities at a fully Accredited Radiology/Imaging Department.

Private Practices and/or Unaccredited Departments

Private Practices and/or Unaccredited Departments applying for an Advanced Training Position must comply with the above guidelines and those listed below.

7. Private Practices and/or Unaccredited Departments must obtain RANZCR Partial Accreditation.
8. An independent Supervisor of Training must be appointed from a nearby fully Accredited Department.

Applications

When preparing an application for approval of a fifth year Advanced Training position, please ensure that you demonstrate clearly the position's compliance with each point of the above guidelines.

Applications should be sent to :

Education Officer, Program Development
The Royal Australian and New Zealand College of Radiologists
Level 9, 51 Druitt Street
SYDNEY NSW 2000