**Selection Regulations Checklist: SET Program in Plastic and Reconstructive Surgery**

*Aim: to provide a checklist of requirements for application to the 2022 Plastic & Reconstructive Surgery specialty*

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| **Name:** |  |
| **PGY Level:** |  |
| **CV points/200:** |  |
| **Has Log Book (bring this with you to meeting):** |  |

According to The Australian Board of Plastic and Reconstructive Surgery - 2021 Regulations for Selection into 2022 Plastic & Reconstructive Surgical Education and Training document:

The Board applies three selection tools in assessing an applicant’s suitability for the training program: the Structured Curriculum Vitae, the Online Referee Report, and the Semi-Structured Interview. In 2020, the weighting of each of these tools is as follows:

1. Structured Curriculum Vitae – 20%

2. Referee Reports – 35%

3. Semi-Structured Interview – 45%

\**Please refer to The Australian Board of Plastic and Reconstructive Surgery - 2021 Regulations for Selection into 2022 Plastic & Reconstructive Surgical Education and Training document for detailed breakdown of eligibility and application requirements.*

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| **Specialty Specific Eligibility Requirements***\*The minimum eligibility criteria do not receive points* | **Check-off** | **Trainee Notes / Details** |
| 1 Emergency or Critical Care rotation (min. 8 weeks) | [ ]  |  |
| 1 Plastic & Reconstructive Surgery rotation (min. 10 weeks) within the last five (5) years | [ ]  |  |
| 1 Surgery in General Rotation in any surgical specialty(min. 26 weeks) within the last five (5) years | [ ]  |  |
| Pass the RACS Surgical Sciences Exam (SSE) | [ ]  |  |
|  |  |  |
| 1. **Structured Curriculum Vitae (20% weighting) – maximum of 200 points**
 |
| 1. **Surgical Experience & Qualifications** (maximum 60 points)
 | **Check-off** | **Notes** |
| **Surgical Experience***\*Maximum credit available for surgical experience not already used for**minimum eligibility is fifteen (15) points per half year in unaccredited P&RS experience or accredited non-P&RS SET experience; five (5) points per half year experience not in P&RS and not in SET (PGY3+); three (3) points per 10 week rotation in P&RS (PGY2+).* |
| Resident level or higher (PGY2+) experience in P&RS over the last five (5) years | [ ]  |  |
| Accredited SET experience NOT in P&RS over the last five (5) years | [ ]  |  |
| Registrar level or higher (PGY3+) experience NOT in P&RS and NOT in SET, over the last five (5) years | [ ]  |  |
| **Surgical Qualifications** |
| Non P&RS FRACS | [ ]  |  |
| FRACDS | [ ]  |  |
| **Surgical Examinations***\*Maximum credit is two (2) points.* |
| RACS Clinical Examination (CE) | [ ]  |  |
| = **/60** |
| 1. **Publications & Presentations Section** (maximum 60 points)
 | **Check-off** | **Notes** |
| **Research Publications***\*Full credit will be given for eligible publications where the applicant is the principal author. Credit may be given in increments of five (5) points to a maximum of fifteen (15) points per publication.**\* Partial credit will be given for eligible publications where the applicant is a subsequent author. Credit may be given in increments of two and a half (2.5) points to a maximum of seven and a half (7.5) points per publication.**\*Multiple publications with duplicate or similar topics or content will only attract credit for one (1) publication or presentation* |
| Article in a listed P&RS journal | [ ]  |  |
| Article in other journals meeting the conditions listed in 5.8.5 | [ ]  |  |
| Case report in either a listed P&RS journal, or another journal meeting the conditions listed in 5.8.5 | [ ]  |  |
| Chapter in a medical or surgical textbook | [ ]  |  |
| **Research Presentations***\*Applicants will receive credit for presentations and posters at events that involve competitive selection over the last five (5) years only* |
| Oral or poster presentation at a conference listed in 5.8.7 | [ ]  |  |
| Oral or poster presentation at an international medical and surgical science conference, other than those listed in 5.8.7 | [ ]  |  |
| Oral presentation at another Australian or New Zealand surgical science conference, including all RACS specialties and Obstetricians and Ophthalmologists | [ ]  |  |
| **= /60** |
| 1. **Educational Qualifications** (maximum 40 points)
 | **Check-off** | **Notes** |
| PhD (Medically related)(AQF = 10) | If completed with thesis – **scored 40 points** | [ ]  |  |
| If completed without thesis **– scored 20 points** | [ ]  |  |
| If currently enrolled **– scored 15 points**  | [ ]  |  |
| PhD (Non- medically related)(AQF = 10) | If completed with thesis – **scored 20 points** | [ ]  |  |
| If completed without thesis – **scored 10 points** | [ ]  |  |
| Doctor of Medicine (MD), except MD awarded after 2012 from UNSW(AQF = 10) | If completed with thesis – **scored 35 points** | [ ]  |  |
| If completed without thesis – **scored 15 points** | [ ]  |  |
| If currently enrolled – scored **10 points** | [ ]  |  |
| Master of Surgery (MS)ORMaster of Surgical Science, awarded by University of Adelaide or awarded by University of Edinburgh(AQF = 9) | If completed with thesis – **scored 25 points** | [ ]  |  |
| If completed without thesis – **scored 10 points** | [ ]  |  |
| Bachelor of Science (Medicine) with thesisORBachelor of Medical Science with thesisORBachelor of Medicine / Bachelor of Surgery (MBBS) with thesisORDoctor of Medicine (MD) with thesis, awarded after 2012 from UNSWORMaster of Medicine, awarded by University of Queensland(AQF = 8 and 9)– **scored 10 points** | [ ]  |  |
| Diploma in Surgical Science awarded by University of Edinburgh(AQF = 8)– **scored 2 points** | [ ]  |  |
| **= /40** |
| 1. **Special Skills** (maximum 40 points)
 | **Check-off** | **Notes** |
| **Undergraduate Academic Awards, Medical & Surgical Awards, and Non-Medical Awards** |
| One or more of:University MedalORFirst Class HonoursORSecond Class HonoursORRecognition from the university with acknowledgement on a merit list / dean’s list – **scored maximum 5 points** | [ ]  |  |
| Golden Key Society Membership – **scored maximum 5 points** | [ ]  |  |
| Medical Awards – **scored maximum 5 points** | [ ]  |  |
| Surgical Awards – **scored maximum 5 points** | [ ]  |  |
| Non-medical awards with state, regional or national recognition – **scored maximum 4 points** | [ ]  |  |
| Non-medical awards with local recognition – **scored maximum 4 points** | [ ]  |  |
| **Positions Held** |
| Paid medical manager or assistant medical manager(minimum 6 months) | [ ]  |  |
| Leadership position on a medical or surgical committee / board (minimum 6 months) – **scored maximum 4 points** | [ ]  |  |
| Clinical teaching or anatomy demonstrating position in an accredited higher education institution (minimum 6 months) – **scored maximum 4 points** | [ ]  |  |
| Unpaid part-time volunteer work in a not-for-profit organisation(minimum 6 months) – **scored maximum 3 points** | [ ]  |  |
| Continuous, full-time unpaid volunteer work in a not-for profit organisation (minimum 2 weeks) – **scored maximum 3 points***Examples include: volunteer humanitarian missions to developing nations.* | [ ]  |  |
| **Post-Secondary Skills** (maximum 3 points total combined)*\*Individual (non-team) sports will not attract points**\*Language skills must be at a minimum of “conversational”* |
| Sporting achievements(National representative level) | [ ]  |  |
| Sporting achievements(State representative level) | [ ]  |  |
| Language Skills | [ ]  |  |
| **Medical Courses & Conferences Attended***\*A maximum combined total of eight (8) credit points will be awarded for Medical Courses attended**\*A maximum combined total of five (5) credit points will be awarded for Medical Conferences attended over the last five (5) years* |
| Medical courses including (or equivalent to):• ASSET• BSS• CCrISP• CLEAR• EMSB• EMST• Statistics for Surgeons | [ ]  |  |
| Any surgical skills course, medically-related ethical skills course, medical management course, or anatomy course not outlined above. | [ ]  |  |
| Plastic Surgery Congress (PSC) | [ ]  |  |
| Other Plastic Surgery meeting or conference (state, national or international) that meets the conditions below | [ ]  |  |
| RACS Annual Scientific Conference (ASC) | [ ]  |  |
| **= /40** |
| **Total CV points = /200** |

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| 1. **Referee Reports (35% weighting) – maximum 350 points**

*A minimum total of 8 consultants and 2 nurse referees must be nominated by the applicant.* |
| **Referees** | **Check-off** | **Notes** |
| **All** Consultant Plastic Surgeons from the most recent plastic & reconstructive surgical term. | [ ]  |  |
| No less than three (3) and no more than five (5) consultant surgeons worked with from each surgical term over the last three (3) years (in 2.1.7).This includes consultant surgeons from P&RS and non-P&RS terms. | [ ]  |  |
| At least one (1) of the following (or equivalent) from each surgical term over the last two (2) years (in 2.1.8):• Clinical nurse unit manager• Charge nurse• Clinical nurse consultant• Unit nurse | [ ]  |  |