



Supervision requirements for **supervisors of special purpose registrants**

The purpose of supervision is to support and monitor international medical graduates (IMGs) during their introduction to Australia's healthcare system and to comply with registration requirements under Australia's national model.

Can I be a supervisor?

You can be a supervisor if you have a current General, Specialist or Section 138 registration; the exception being a nominated supervisor who is a Deemed Specialist **and** appointed Director of a clinical unit or department of a health facility.

Supervisors can include:

- Directors of clinical training
- Visiting Medical Officers
- Staff specialists
- Directors of the specialty department
- General registrants
- FRACGP or FACRRM holders

If you are approved by the Board you can supervise up to six IMGs, including no more than two IMGs in their first year of registration in Australia.

How do I become a supervisor?

To become a supervisor you will need to follow three simple steps.

Step 1.

Fill out a Supervised Practice Plan (form 102), which will enable you to monitor and assess your IMG's professional development.

The Plan must be signed by the IMG to show you both agree to the requirements.

Step 2.

Send the Plan to the Board for approval.

Step 3.

Once the Plan is approved, both you and your IMG must adhere to it.

What will I be required to do?

As a supervisor you will be responsible for providing supervision, advice, mentoring and counsel to international medical graduates in your charge.

Throughout the period of supervision you should allocate time to provide feedback and a performance assessment to identify the IMG's strengths, highlight areas for development and develop strategies for performance improvement.

A Special Purpose – Registrant Assessment Report (Form 103) is to be used by you and the IMG to report to the Board at three, six and 12 monthly intervals. An assessment report will need to be submitted for:

- any new category of special purpose registration
- at renewal time and
- at any other time you believe it relevant to report to the Board.

If you have any concerns regarding an IMG in your charge, you should inform the employing authority, accredited authority and/ or the Medical Board without delay.

Anything else I should note with the Supervised Practice Plan?

Within the Plan you will also need to provide the names of any 'secondary supervisors' who will be involved in the supervision of your IMG.

Any nominated secondary supervisor must be senior to the IMG.

If you, the principal supervisor, are absent for more than two months, an appropriate secondary supervisor must be appointed to be your replacement during this time.

Tip

For more supervision information, including the appropriate forms and guidelines, please visit the Medical Board of Queensland website at:

www.medicalboard.qld.gov.au/registration/img.html

