



TEAP Part-time Training Policy

1. Policy Principles

1. A trainee is training part-time if they are completing less than 1.0 full-time equivalent (FTE) of a normal working week.
2. Subject to meeting all necessary policy principles, the ACPSEM will support part time training comprising 0.5 to <1.0 FTE of a normal working week.
3. Part time training will not be approved where registrars are in full time employment unless the registrar qualifies for an exemption from fulltime training (see section 2).
4. Exemptions are designed and constantly reviewed to ensure ongoing consideration of DEI, noting that DEI awareness and policy is in its infancy in the ACPSEM.
5. As with full-time training, proposals for part-time training arrangements are considered for approval by the relevant certification panel in accordance with policy set by the PSB.
6. Part-time training should provide the same experience, education and supervision as a full-time program, with an emphasis on gaining the same level of skills, knowledge and professional attributes, but over an otherwise agreed period.
7. PPRs and supervision related requirements are not pro-rated for part-time trainees. These continue to be required as specified to ensure part-time trainees receive regular formal feedback on their progress.
8. Part-time trainees are required to complete the same learning requirements in the same timeframes, pro-rated to the amount of training that they have been approved for, as set out in curriculum documents, and agreed upon in formal training plans.
9. As per the ACPSEM's admission and enrolment requirements, approval for part time training is prospective and will require submission of a training plan. ROMP and DIMP plans must address the timing for the expected achievement of relevant high stakes training hurdles. RPS Plans must include all agreed progressive assessment Learning Outcomes, following consideration of a pro-rating strategy.

2. Exemption from full-time training (when in full-time employment)

In exceptional circumstances and in response to detailed submissions including corroborated evidence, the ACPSEM may approve an exemption from fulltime training, when in full time employment, where:

1. Documented health reasons impact ability to undertake full time TEAP, although in fulltime employment.
2. The impact of a disability on ability to undertake TEAP is substantiated, although the registrar is in fulltime employment.



3. Exceptional personal circumstances are demonstrated and assessed for registrars in full time employment, noting that such approvals will be highly scrutinised.

3. Appeals

If a registrar is not satisfied with a decision made in relation to this policy, they may submit an appeal in accordance with ACPSEM's [Grievance Handling and Appeal Policy](#).

3. References

3.1. Related Documentation

- [TEAP Admission and Enrolment Policy](#)
- [TEAP Admission Procedure](#)
- [TEAP Program Enrolment Procedure](#)
- [Grievance Handling and Appeal Policy](#)
- [Certification Policy](#)

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