

## Applicant Guidelines

### Fellowship Training in Endocrine Surgery

The primary aim of the Fellowship Training in Endocrine Surgery is to facilitate attainment of safe independent practice in endocrine surgery. This will span the full breadth of surgical practice with regard to the clinical investigation, management and follow up of patients with endocrinopathy. Secondary objectives relate to training in the research discipline and development of professional skills to aid successful independent surgical practice in endocrine surgery.

Fellowship Training in Endocrine Surgery throughout Australia and New Zealand is presently overseen by the ANZ Training Board in Endocrine Surgery. The program spans one year (with option for two) with application for potential selection into the program being dependent on attainment of FRACS.

### Application Process

Applications from interested trainees will be accepted by the ANZES up until mid April in the year prior to proposed entry. Applicants will be required to address the following information in their applications:

- Identifying information
- Cover letter (500 words): why you should be selected
- Curriculum Vitae
- Referees: x3 including Head of current unit
- FRACS; attained or anticipated; applicants not passing the clinical exam in May of the year before anticipated entry into the program will not be offered an interview.
- Declaration: acknowledging all information is true and accurate

A non-refundable training application fee of \$450+GST will be required on application.

Completed applications should be emailed to the ANZES Training and Education Officer:

- Professor Justin Gundara
- Email: [justin.gundara@health.qld.gov.au](mailto:justin.gundara@health.qld.gov.au)

### Application Timeline

In the year before anticipated entry into the program:

Mid-April: applications close

End-May: interviews offered

Early-June: interviews and trainee/unit matching process

End-June: training offers made

## Applicant Guidelines

### Trainee Selection

Members of the ANZ Training Board in Endocrine Surgery and any co-opted members where appropriate will rank and short list applications following receipt. Preliminary offers for interview will be made for shortlisted candidates pending the May sitting of the Fellowship Clinical Exam. Combined scoring following application review and interview will facilitate ranking of applicants.

### Assignment to and accredited Endocrine Surgical Unit

Following ranking of applicants, a matching process will be undertaken to assign trainees to an ANZES Accredited Endocrine Surgical Unit. This will take into account numerous issues including trainee preferences, training unit specifics and logistical concerns. The ultimate aim is to provide the appropriately qualified, motivated and prepared trainee with a suitably matched and accredited training unit within which to work and develop for mutual benefit.

### Training Requirements

The training experience for each individual trainee will vary depending on the trainee themselves and the unit to which they are assigned. It is important that training goals are established at the commencement of the fellowship training term and these will be regularly referenced throughout. To facilitate this, a structured training assessment form will be employed throughout the fellowship training process encompassing mid- and end of term assessments.

In addition to becoming ensconced in the training unit's clinical, academic and administrative activities, the fellowship trainee is also expected to engage in ANZES specific activities throughout the training period:

- ongoing self-directed study in accordance with the ANZTBES Curriculum and Syllabus
- Training Evaluation: via structured assessment form every six months
- Logbook: RACS MALT Logbook record of operative cases
- Research: each trainee must prepare a scientific and/or clinical paper for podium presentation and publication in a peer reviewed journal.
- attend at least one ANZES Postgraduate Course (or recognised equivalent)
- attend the RACS ASC Endocrine Surgery Section in the year of training
- completion of ANZTBES Monthly Training Modules

## Applicant Guidelines

### Completion of Training and Certification

Training is not considered complete until:

- Evaluation Forms from Program Directors have been received by the ANZTBES.
- Trainee logbooks have been reviewed by the ANZTBES.
- Evidence is presented by the Trainee of publication, either published or accepted for publication in a peer reviewed journal, and a podium presentation, or forthcoming podium presentation, of a paper to an appropriate meeting.
- Evidence of attendance at required educational/training events is presented by the Trainee (ie. ANZES postgraduate course; RACS ASC Section of Endocrine Surgery Meeting; optional: AAES Meeting; AAES Endocrine Surgery University).
- The ANZTBES *Training Modules* have been completed.
- An Exit Interview has been completed and the ANZTBES has reviewed and signed off on all criteria.

Successful completion of the program will be indicated when all criteria has been met and sign off has been approved by the ANZTBES. A certificate signed by the Section Chair, the ANZES President and the ANZTBES Chair, will be issued following sign off.