



## **POST-FELLOWSHIP TRAINING IN HPB Surgery in AUSTRALIA and NEW ZEALAND**

### **Guidelines for Applicants**

HPB Surgical Training in Australia and New Zealand is provided through the Post Fellowship Training Programme of ANZHPBA. The Programme is a two year programme administered by the Training Board of ANZHPBA. [The FRACS is a pre-requisite for this Programme.](#)

The philosophy of the training programme has been to foster the development and to improve the quality of HPB Surgery in Australia and New Zealand.

### **1. Application for the Post Fellowship Training Programme**

Applications, in writing, should be made to:

**Leanne Rogers**  
**Executive Officer, ANZHPBA**  
**P.O. Box 374**  
**Belair SA 5052**  
**Telephone / Fax – 08 8278 1249**  
**Email –**  
**anzhpba@gmail.com**

#### **Applicants should include:**

1. Applicants should submit a CV, an outline of career plans and nominate four references, one must be Head of Unit, (with email addresses and mobile phone numbers),
  - 1.1 Covering Letter (max 500 words) should include Why you should be selected; Future job prospects.

### 1.2 CV and Research should include

- Current Position
  - Previous Clinical Appointments
  - Registrations
  - Higher education
  - Prizes & Scholarships
  - Academic Appointments & Teaching Experience
  - Professional Memberships
  - Courses & Certifications
  - Published papers (Abstracts to be referenced with link, letter of proof).
  - Original manuscripts
  - Others (letters, editorials etc) – Awaiting publication
  - Published abstracts
  - Presentations – Podium – Poster
  - Current research projects – Title / Involvement
  - Other achievements
  - Other interests
  - Other information we should know, and
    - a. Referees must include (4) Names and email addresses of four referees, one of whom should be considered as the Head of your current unit.
    - b. Declaration must be signed and returned upon application to the programme and before attending any interviews
2. Date and place of attaining the Fellowship in General Surgery (FRACS). Applications may be accepted from candidates sitting their final FRACS exams in May of the year of application, but they will not be considered for interview if they do not pass this exam.

Some indication as to future prospects and aspirations following completion of the training programme should be provided. This information would be expected to include details of any proposed overseas training, and some indication as to the future career of the trainee in Australia and New Zealand.

### **3. Closing date for Application:**

Each year advertised in January/February “Surgical News”, published by the RACS, and the ANZHPBA website [www.anzhpba.com](http://www.anzhpba.com) . Interviews take place late May, with training commencing the following year in late January/ February. Face to Face interviews are held in Melbourne and applicants must be available to attend the interview in person.

#### 4. Requirements during Training:

The following requirements are mandatory for trainees to satisfactorily complete training:

1. Keep a detailed logbook of all operative experience, in the format provided by ANZHPBA, using the RACS MALT system.
2. Take part in an ongoing assessment programme.
3. Attend for annual face to face interview at the Trainees weekend or other time as assigned
4. Attend the annual Post Fellowship Trainees Weekend
5. Pass the end of programme ANZHPBA Exam
6. Participate in Journal Club meetings.
7. Trainees are expected to undertake HPB research of some sort during their two years training. Presentation at a state, national or international meeting annual meeting at least once is mandatory.

#### 5. Selection of Trainees:

Members of the ANZHPBA training committee, and co-opted persons as deemed appropriate, will be the selection panel for the Programme. The selection panel will consider the applications prior to short-listing if necessary, and interview the applicants. All applicants will be notified of the results of their application, in writing, by the Chairman of the ANZHPBA Training Committee.

**NOTE: Evidence of FRACS is required before an applicant will be scheduled for interview.**

#### 6. Training:

The training programme as designed for each successful applicant will vary. Applicants preferences will be considered, but the final allocation of positions will be by the ANZHPBA training committee according to the needs of the training programme. The two years of training will generally be undertaken in two different cities, except under exceptional circumstances. A fellow must have each year in different hospital units. A year of overseas training in a pre-approved post or a year of research in an approved research unit is possible during the Programme.

#### 7. Supervisors of Training:

The supervisors will be appointed by ANZHPBA after nomination by the Head of the Hospital HPB Surgical Unit. Their responsibilities will include the structure and supervision of the individual training posts, and ensuring that assessment forms are completed and discussed prior to return to the Chairman of the Training committee.

## **8. Certification**

At the completion of the programme, the ANZHPBA Training Committee will review the training, final assessment, and exam. Successful completion of the programme will occur when all mandatory criteria have been met, satisfactory reports received from the supervisors of training, passed ANZHPBA exam, and after final assessment review by the ANZHPBA training committee. A certificate of completion of satisfactory training will be presented at a ceremony the following year.