



INSTITUTE OF GENERAL PRACTICE EDUCATION INC.

COMPLETION OF TRAINING INFORMATION SHEET

Once you have completed your training, the Institute of General Practice Education need to satisfy the RACGP, that you have satisfactorily completed ALL training requirements (training terms and educational requirements). If this documentation is not processed, then your award of the Fellowship of General Practice. (FRACGP) will be delayed.

Outlined below are the requirements for this process. We advise that as you are nearing completion of your training (COT) that you review this checklist and ensure that you have all the appropriate information in order, so that your COT can be processed as efficiently as possible.

- A completed Log Book
- Completed Training portfolio
- A date for an 'end of training interview' with your training advisor.

At your 'end of training' interview, your training advisor will review all the above requirements and ensure that you have successfully completed all the mandatory requirements. You will also need to provide the following documentation at this interview:

- A certified copy of the letter from RACGP indicating that you have passed the Fellowship examination.
- Evidence that you have maintained unconditional medical registration (a certified copy of your current medical registration card will suffice)
- Fellowship via the Training Program Application Form (blue form you would have received from the RACGP with your letter indicating you passed the exam)

Following this interview the necessary documentation will be forwarded to the NSW censor, so that your FRACGP can be awarded.

You will also find enclosed a "Recognition as a General Practitioner" form. Please complete this form for an extension of your provider number for 6 months to allow enough time to process your completion. If you do not complete this form, you will not be able to practice.

Please contact your training advisor at IGPE if you have any questions or concerns.