

# Country Health SA Rural General Practitioner Fee for Service Agreement

## AGREEMENT MANAGEMENT FOR GP REGISTRAR ROTATIONS

The purpose of this fact sheet is to inform Contracted Medical Practitioners (CMP) and Cluster Directors (CD) of the management process that will be undertaken prior to each educational semester to reflect the changing GP Registrar rotations in a current SA Rural General Practitioner Agreement.

Country Health SA (CHSA) has an arrangement with the two main SA GP Training Program providers; Adelaide to Outback and Sturt Fleurieu to facilitate the movements of GP Registrar's for each of their placements. This fact sheet is about managing and processing the alterations to current SA Rural General Practitioner Agreements.

**Please note:** This management process will only apply to GP Registrars' whose nominated supervisor(s) are listed as a Nominated Medical Practitioner (NMP) on a SA Rural General Practitioner Agreement.

### GP Registrar Rotation Notification:

#### Responsibility of GP Training Provider:

Prior to the commencement of each educational semester, the GP training provider will supply to the SARGPA management team a complete listing of all GP Registrars, providing the following information:

- GP Registrar's name
- Assigned Practice
- Nominated Supervisor(s)
- GPT unit definition

*Please note: GPT unit definition is the new terminology for the levels of supervision as described by RACGP and ACRRM.*

The information provided will determine which action will be taken by the SARGPA management team:

- When a GP Registrar is leaving a practice
- When a GP Registrar is commencing at a new practice
- When a GP Registrar changes unit definition level
- When a GP Registrar changes nominated supervisor(s)

### When a GP Registrar is leaving a practice:

#### Responsibility of CHSA:

Upon notification from the GP training provider that a GP Registrar is leaving a practice a formal letter will be prepared to the CMP advising which schedules are to be removed from the current Agreement.

#### Responsibility of CMP:

The CMP will sign and return this letter to acknowledge receipt and removal of the defined schedule.

Once SARGPA management team has received the signed CMP confirmation letter, the changes will be made centrally.



## When a GP Registrar is commencing at a new practice:

### Responsibility of CHSA:

Upon notification from the GP training provider that a GP Registrar is commencing at a new practice the SARGPA management team will advise the local delegate. They will liaise with the CMP to confirm the information to be included in the new NMP's schedules.

*Please note: Any new NMP's must have approval Credentialling and Scope of Clinical Practice prior to being added to a current Agreement.*

Once the new schedules have been collated and prepared, a formal letter will be prepared for the CMP advising that the additional schedules are to be added to current Agreement.

### Responsibility of CMP:

The CMP will sign and return this letter to acknowledge receipt and additional of the new schedules.

Once SARGPA management team has received the signed CMP confirmation letter, the changes will be made centrally.

## When a GP Registrar changes Unit definition level:

### Responsibility of CHSA:

Upon notification from the GP training provider that a GP Registrar has changed to a higher unit definition, but is remaining at the same rural practice a schedule amendment will be prepared centrally by the SARGPA management team.

Once the new schedules have been collated and prepared, a formal letter will be prepared for the CMP advising that the additional schedules are to be added to current Agreement.

### Responsibility of CMP:

The CMP will sign and return this letter to acknowledge receipt and changes to the existing schedules.

Once SARGPA management team has received the signed CMP confirmation letter, the changes will be made centrally.

## When a GP Registrar changes nominated supervisor(s):

### Responsibility of CHSA:

Upon notification from the GP training provider that a GP Registrar has changed nominated supervisor(s), but is remaining at the same rural practice a schedule amendment will be prepared centrally by the SARGPA management team.

Once the new schedules have been collated and prepared, a formal letter will be prepared for the CMP advising that the additional schedules are to be added to current Agreement.

### Responsibility of CMP:

The CMP will sign and return this letter to acknowledge receipt and changes to the existing schedules.

Once SARGPA management team has received the signed CMP confirmation letter, the changes will be made centrally.

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## For more information

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