



## ASSESSMENT ENROLMENT APPLICATION FORM

### Assessment Dates

Modality	Assessment Date	Enrolment Closing Date	Cost (GST Inclusive)
MSF	At the candidate's choosing	Can enrol at any time	\$400.00
miniCEX	February to July 2010 or August to December 2010	11 December 2009 or 14 May 2010	\$1035.00
MCQ	20 March 2010 or 28 August 2010	22 January 2010 or 2 July 2010	\$495.00
StAMPS	10 & 11 July 2010 or 4 & 5 December 2010	30 April 2010 or 24 September 2010	\$935.00

Please note that these fees are subject to review and may change from July 2010.

### Enrolment Eligibility

- You must meet the following criteria to enrol in any component of ACRRM assessment:
  - Be enrolled as an ACRRM registrar in ACRRM's Independent Pathway (IP), the Vocational Preparation Pathway, or the Remote Vocational Training Scheme (RVTS);
  - Be participating in ACRRM's Advanced Standing process, as a doctor awarded FACRRM prior to February 2007, but who does not yet have vocational recognition; or
  - Be a Fellow of ACRRM with vocational recognition who wishes to undertake ACRRM assessment for professional development purposes.
- ACRRM registrars must have completed:
  - One year of ACRRM training or have received one year of recognition of prior learning, prior to attempting MCQ (i.e. in year 2, 3 or 4 of training)
  - Two years of ACRRM training or have received one year of recognition of prior learning prior to attempting summative MSF and summative miniCEX (i.e. in year 3 or 4 of training)
  - All other components of ACRRM assessment (i.e. MCQ, MSF, miniCEX and the ACRRM Procedural Logbook) must be completed prior to attempting StAMPS
- Fellows of ACRRM with vocational recognition who wish to participate in ACRRM assessment to attain professional development points are welcome to enrol in any component of assessment.
- Each component of assessment can only be attempted a set number of times.
  - MCQ can be attempted three times
  - Summative MSF can be attempted three times
  - Summative miniCEX can be attempted three times
  - StAMPS can be attempted twice

Wherever possible, please complete this document electronically. Please complete all relevant sections. Incomplete enrolments will not be processed.

## 1. Demographic Details

<b>First Name:</b>		<b>Surname:</b>	
<b>Mailing Address:</b> (This is the address where your assessment results will be mailed)			
<b>State:</b>		<b>Postcode:</b>	
<b>Mobile:</b>		<b>Work Phone:</b>	
<b>Home Phone:</b>		<b>ACRRM Membership Number:</b>	
<b>Email:</b> (Please provide an email address that you access regularly)			
<b>Date of Birth:</b>		<b>Gender:</b>	Male/Female

## 2. Category of Enrolment/Pathway to Fellowship

Please indicate (✓) which category/pathway is applicable to you.

- Vocational Preparation Pathway
- Remote Vocational Training Scheme
- Independent Pathway
- Fellow of ACRRM with vocational recognition

## 3. Assessment Enrolment Selection

Please indicate (✓) which assessment component(s) you wish to enrol in:

- MSF: to be completed within 4 months of enrolment
- miniCEX February to July 2010
- miniCEX August to December 2010
- MCQ: 20 March 2010
- MCQ: 28 August 2010
- StAMPS: 10 & 11 July 2010
- StAMPS: 4 & 5 December 2010

## 4. MSF Enrolments

Once enrolled, you have four months in which to complete the MSF process. If extenuating circumstances prevail, you must apply in writing for an extension of time. Each application will be considered on a case-by-case basis.

Please provide information in the space below regarding the practice at which you will be working during the MSF process.

<b>Type of Practice:</b> (i.e. General Practice, RFDS, etc)			
<b>Location:</b> (City or Suburb)		<b>State:</b>	

## 5. miniCEX Enrolments

The miniCEX is expected to take 3 to 4 hours to complete. If you wish to undertake the miniCEX in a location with difficult or expensive access for the examiner, additional costs may be payable. Hence you are encouraged to time your miniCEX for when you are practising in less remote locations.

The miniCEX can be undertaken at more than one venue. Travel time between venues must be less than 15 minutes, and at least four possible patients for the examiner to choose from must be present at each venue.

**Please note below any dates that will not be convenient for the miniCEX to be conducted.**

To enable us to source an appropriate examiner to participate in your miniCEX, please provide information in the space below regarding the practice at which you will be working during your miniCEX.

VENUE 1			
<b>Practice Name:</b>		<b>Tel:</b>	
<b>Contact Person:</b>		<b>Position:</b>	
<b>Email:</b>			
<b>Address:</b>			

VENUE 2 (if applicable)			
<b>Practice Name:</b>		<b>Tel:</b>	
<b>Contact Person:</b>		<b>Position:</b>	
<b>Email:</b>			
<b>Address:</b>			



- Where relevant, you are responsible for additional travel and accommodation costs associated in transporting a miniCEX examiner to your practice locality.
- You are not able to postpone your enrolment in an assessment component to a future session.
- Where you withdraw from any assessment component, a request for refund must be made in writing to the ACRRM CEO.
- Refunds approved in accordance with this policy will be paid within four weeks of the CEO receiving a written claim from you.
- Refunds will be issued to you unless you provide written direction to pay the refund to a third party.
- A full refund of fees will be payable to you in the unlikely event that the College is unable to provide the assessment component you have enrolled in.
- If you withdraw from an MSF at any time, no refund will be made.
- A full refund will be made to you if you withdraw in writing from an MCQ, miniCEX or StAMPS, prior to the enrolment closing date.
- If you withdraw from an MCQ, miniCEX or StAMPS after the enrolment closing date, no refund will be made unless extenuating circumstances prevail. In extenuating circumstances, a written explanation is required for a refund to be considered.

## 10. Declaration

I, \_\_\_\_\_ (*please print full name*), wish to enrol in the component(s) of assessment(s) indicated on this Assessment Enrolment Application Form. I declare that the information I have provided is true and accurate. I have read this Enrolment Application Form in full and agree to abide by the conditions stated. If I am a Vocational Preparation Pathway or RVTS registrar, I agree for my training provider to be advised of my participation in and results of assessment. I understand that for miniCEX enrolments, additional costs may be payable.

**Signature:**

**Date:**

**Please return completed applications to Rachel Holmes, Assessment Coordinator:**

Post: ACRRM  
GPO Box 2507  
Brisbane  
QLD 4001

Fax: 073105 8299  
Email: [assessment@acrrm.org.au](mailto:assessment@acrrm.org.au)