

XX. Training Time

XX.1 Arrangements for rostering and taking Training Time - Protocol

- (a) Any arrangement for rostering and taking Training Time is subject to the overarching principles set out in this clause.
- (b) Training Time must be:
 - (i) rostered within an applicable roster period in a period of five hours per week, unless otherwise agreed in accordance with subclause XX.2(a) below;
 - (ii) rostered in blocks of no less than 30 minutes duration on each occasion;
 - (iii) published in accordance with subclause XX.5;
 - (iv) arranged in a manner that assists in the provision of Training Time where the Doctor is rostered on nights or weekends.
- (c) At the commencement of a Registrar or Senior Registrar's employment or rotation the Registrar or Senior Registrar, and head of the relevant clinical unit, department or service must discuss:
 - (i) the forms of training available to the Registrar or Senior Registrar; and
 - (ii) the most appropriate method of arranging and rostering Training Time.

XX.2 Other arrangements by agreement

- (a) Where there is a demonstrable benefit to the Registrar or Senior Registrar to arrange Training Time in a manner other than that prescribed in subclause XX.1(b)(i) above, Training Time may be arranged in a manner other than 5 hours per week, as follows:
 - (i) a Registrar or Senior Registrar may agree to accumulate a portion of their weekly Training Time to be utilised in a larger block; and
 - (ii) at all times, Training Time must be arranged in an agreed manner that ensures the quantum of Training Time is not less than what the Registrar or Senior Registrar would have received if their Training Time was arranged as prescribed in subclause XX.1(b)(i) above.

- (b) Following reaching agreement in accordance with this subclause, the Health Service must provide the Registrar or Senior Registrar with a written schedule of activities that meet the forms and schedule (including dates and times) of Training Time to be undertaken by the Registrar or Senior Registrar.

XX.3 Written schedule, changes and disputes

- (a) Any change to rostered Training Time shall be recorded in writing by the Health Service with that written record being available for inspection.
- (b) Any concerns about compliance with the principles set out in this clause may be referred to the [to be identified] and any dispute will be dealt with in accordance with [Dispute Resolution].

XX.4 Forms of Training Time

- (a) The types of activities that are undertaken by the Registrar or Senior Registrar in Training Time each week must be agreed between the Registrar or Senior Registrar and the Health Service but may include:
- i. lectures, tutorials or other situations where formal teaching of the Registrar or Senior Registrar occurs in a non-service situation;
 - ii. clinical meetings organised by an SMP [or Clinical Academic?] for the purposes of training and education;
 - iii. personal reading and study, and research activities where an SMP [or Clinical Academic] is directly involved in supervision and the results of the research are intended for publication; and
 - iv. Grand (teaching) ward rounds can be included if specifically designed for teaching purposes.
 - v. Training Time activities can be undertaken on or off site.
 - vi. Unplanned or impromptu training opportunities may be considered to be part of the Doctor's Training Time.

XX.5 Rostering of Training Time

- (a) Training Time must be published on the document that is relied upon by all clinical and non-clinical staff within the [Health Service] to identify Registrar or Senior Registrars' hours of work, such as a Roster in accordance with subclause XX.1 (Roster Hours) or in another agreed document in accordance with subclauses (b)-(d) below.

- (b) In circumstances where the current rostering technology does not allow Training Time to be adequately published in the roster, another agreed document may be utilised provided the document is relied upon by clinical and non-clinical staff within the [Health Service] to identify a Registrar or Senior Registrar's hours of work.
- (c) For the purposes of reaching agreement on the document prescribed in subclause (b) above, any proposed alternative document will be referred to the [to be identified].
- (d) For the avoidance of doubt, the recording of Training Time in a manner visible to relevant clinical and non-clinical staff is to ensure the rostered Training Time can be dedicated to training and free from service calls, with the exception of calls about genuine medical emergencies or disaster situations. Any arrangement should identify appropriate alternative clinical contacts and the forfeiture of the Registrar or Senior Registrar's pager for the duration of the Training Time where this does not create an identifiable clinical risk that cannot be managed in the Registrar or Senior Registrar's absence.

XX.6 Inspection of Training Time records

Training Time records will be available for inspection by the Registrar or Senior Registrar or a person authorized by the Registrar or Senior Registrar to do so.

XX.7 Reallocation of Training Time

- (a) Where a Registrar or Senior Registrar is rostered to undertake scheduled Training Time and:
 - i. is unable to be released, or
 - ii. Training Time is interrupted due to a genuine medical emergency or disaster situation, or
 - iii. the scheduled Training Time does not occur for any other reason,

the [Health Service] must re-allocate the Training Time to be undertaken by the end of the following pay period or, at the Registrar or Senior Registrar's election, a later roster period.

XX.8 Inability to take Training Time when allocated

- (a) In the instance where a Registrar or Senior Registrar cannot take Training Time when allocated, the [Health Service] must reallocate any untaken Training Time by no later than four weeks from the date the Training Time was originally scheduled.
- (b) If at the end of the four-week period, Training Time has not been taken,

the hospital must pay the Registrar or Senior Registrar:

- (i) at the applicable overtime rates for the times in the roster when work was performed in excess of ordinary hours; and
- (ii) any portion of Training Time not taken in the pay period at the ordinary rate of pay.

Example 1

A Registrar or Senior Registrar is rostered to perform 76 ordinary hours plus 10 hours Training Time in a pay period across a pay fortnight. She subsequently is not able to take the Training Time and performs work for the 10 hours that was rostered for Training Time. The Training Time is not able to be reallocated in the pay period.

The appropriate payment to be made is:

- *76 hours paid at the ordinary rate of pay.*
- *10 hours paid at the appropriate overtime rates where work was performed above ordinary hours.*
- *10 hours paid at the ordinary rate of pay for Training Time that was rostered, not able to be taken and not able to be reallocated within the pay period.*

Example 2

A Registrar or Senior Registrar is rostered to perform 76 ordinary hours plus 10 hours Training Time in a pay period across a pay fortnight. He is able to access 4 hours of scheduled Training Time in the fortnight. The remaining 6 hours of Training Time was agreed to be carried over and rostered into the next pay period and the Registrar or Senior Registrar performed work during these 6 hours.

The appropriate payment to be made is:

- *76 hours paid at the ordinary rate of pay.*
- *6 hours paid at the appropriate overtime rates where work was performed above ordinary hours.*
- *4 hours paid at the ordinary rate of pay for Training Time that was rostered and taken.*
- *The remaining 6 hours of Training Time that was agreed to be carried over and rostered into the next pay period would be rostered in addition to the Doctor's Training Time entitlement for that following fortnight.*

REQUIRED: Dictionary - new definition – Training Time