



1. TITLE: APPROVAL OF GPEP TEACHING PRACTICES AND TEACHERS POLICY

- 1.1 Policy reference: CO-A-001-02
- 1.2 Category: Academic – Admission
- 1.3 Approval date: September 2023
- 1.4 Approved by: Chief Executive
- 1.5 Effective date: January 2024
- 1.6 Review/revision date: December 2024
- 1.7 Unit responsible: Learning team

2. Policy declaration

2.1 Purpose

This policy ensures that The Royal New Zealand College of General Practitioners (the College) accredits training sites as teaching practices that will provide a high-quality learning environment for GP registrars, and skilled and qualified staff who teach registrars participating in the General Practice Education Programme (GPEP or the programme).

Accreditation of training sites supports:

- > patient safety
- > delivery of the curriculum
- > formative assessment of trainees
- > support and development of GP registrars
- > development and support of teachers.

3. Background

3.1 Objectives

This policy ensures that training of GPEP registrars is delivered in high-quality learning environments facilitated by people skilled in teaching, supervision, mentoring and support.

3.2 In scope

General practices delivering GPEP, including registrars enrolled in the Dual Fellowship Training Pathway for general practice rotations.

Teachers teaching GPEP year 1 registrars or RHM registrars on placement.

3.3 **Out of scope**

Non-general practice RHM registrar training sites.

4. **Definitions**

All definitions are available in the College's *Academic Regulatory Framework for Quality Assurance*.

5. **General policy**

- 5.1 All practices training registrars must hold current College Foundation Standard certification and have a College-approved teacher. Practices are required to attain Cornerstone Bronze Tier accreditation or demonstrate that they are actively participating towards gaining accreditation.
- 5.2 The assessment process for practices and the training of assessors will be undertaken in a culturally safe way for all parties.
- 5.3 The accreditation will be valid for three years, after which the practice will be required to undertake a reaccreditation exercise if it is to retain teaching accreditation.
- 5.4 Practices teaching GPEP year 1 registrars must provide a minimum of 1.5 hours dedicated teaching each week by a suitably trained teacher.
- 5.5 Practices training GPEP year 1 registrars and GPEP years 2 and 3 registrars who have not yet passed their written and clinical examinations must have a College Fellow on site to provide professional supervision of the registrar.

6. **Related policies, documents and legislation**

- > Academic Regulatory Framework for Quality Assurance
- > Admission to GPEP and Placement Policy (CO-A-001-01)
- > Cornerstone Teaching Module
- > Appeals Policy (CO-A-002-06)

7. **Administrative procedures**

7.1 **Promulgation of published policy**

This policy will be available via the College intranet and website.