



**1. TITLE: PATHWAY FOR INTERNATIONAL MEDICAL GRADUATES PROCEDURE**

- 1.1 Reference: CO-A-001-04A
- 1.2 Category: Academic – Admission
- 1.3 Approval date: November 2020
- 1.4 Approved by: Chief executive
- 1.5 Effective date: December 2020
- 1.6 Review/revision date: July 2021
- 1.7 Unit responsible: Learning team

**2. Purpose**

**2.1 Background**

The Royal New Zealand College of General Practitioners (the College) is recognised as a Vocational Education and Advisory Body (VEAB) by the Medical Council of New Zealand (MCNZ) under a Memorandum of Understanding (MoU).

The purpose of the VEAB is to evaluate applications from international medical graduates (IMGs) who are seeking registration within a vocational scope of practice in New Zealand.

**2.2 Objective**

This procedure provides IMGs with a clear process for formally applying to gain registration within a vocational scope of practice in New Zealand.

It outlines the responsibilities, steps and timeframes involved in the process.

This procedure:

- a. gives effect to the MCNZ's 'Policy on registration within a vocational scope of practice – Doctors who do not hold the approved New Zealand or Australasian postgraduate qualification'.
- b. is made available to all IMGs and College staff.

### **3. Scope**

#### **3.1 In scope**

This procedure applies to doctors living overseas or already in New Zealand who are seeking to gain vocational registration in New Zealand.

#### **3.2 Out of scope**

The College is not responsible for and cannot assist IMGs with:

- > finding employment
- > immigration or visa requirements
- > MCNZ registration matters
- > MCNZ supervision requirements
- > fitness to practise requirements, including English language testing
- > primary source verification of overseas qualifications.

### **4. Definitions**

All definitions are available in the College's Academic Regulatory Framework for Quality Assurance (CO-A-001-00).

## 5. Procedure

Step	Action	Team/person/organisation responsible	Recommended timeframes
1.	<p>The College is contacted by an IMG enquiring about gaining vocational registration and wishing to practise in New Zealand.</p> <p>The College refers the IMG to the MCNZ.</p> <p>Or:</p> <p>The IMG contacts the MCNZ directly.</p>	<p>International admissions advisor</p> <p>MCNZ</p> <p>IMG</p>	Ongoing; throughout the year.
2.	The IMG completes the MCNZ 'VOC3: Application for registration within a provisional vocational scope of practice' form with guidance from the MCNZ 'VOC3B: Guide to providing a complete application for registration within a vocational scope of practice' and submits the application with supporting documents to the MCNZ.	IMG	Ongoing; throughout the year.
3.	The MCNZ checks the application form for completeness and the accompanying evidence is included, before sending to the College to request preliminary advice on the suitability of the IMG to practise in New Zealand.	MCNZ	Ongoing; throughout the year.
4.	<p>On receipt, the College checks the application for completeness and allocates to a College-approved vocational advisor.</p> <p>NOTE: The IMG may be contacted directly for additional information and documentation.</p>	International admissions advisor	<p>Initial check within two (2) working days of receiving the application.</p> <p>Progress of the application may vary, depending on the level of completeness and evidence provided.</p>

Step	Action	Team/person/organisation responsible	Recommended timeframes
5.	<p>The College completes the MCNZ ‘RGR6 advice on assessment of advice of qualification, training and experience (paper-based assessment)’ form and the MCNZ ‘VOC3’ application form including supporting documentation.</p> <p>The College allocates the file to a vocational assessor and identifies a second vocational assessor as the peer reviewer.</p> <p>The College sends the applicant’s file to the vocational assessor for evaluation.</p>	International admissions advisor	Within five (5) working days of accepting an application as complete.
6.	<p>The vocational assessor evaluates the application against the MCNZ ‘RGR6’ form and one of the following four options is recommended and communicated to the College’s international admissions advisor:</p> <p><b>Option A: Equivalent – Supervision Pathway</b> (The IMG has qualifications, training and experience that is ‘equivalent to’ Fellowship of the College).</p> <p><b>Option B: Satisfactory – Assessment Pathway</b> (The IMG has qualifications, training and experience that is ‘as satisfactory as’ Fellowship of the College).</p> <p><b>Option C: Decline application</b> (The IMG is ‘neither equivalent to, nor as satisfactory as’ Fellowship of the College. This generally applies to IMGs that do not fall into Option A or Option B).</p> <p><b>Option D: Unable to make a recommendation</b> (Based on the paper-based evaluation. Interview is required – face-to-face or Zoom option).</p>	Vocational assessor	Within ten (10) working days of receiving the applicant’s file.

Step	Action	Team/person/organisation responsible	Recommended timeframes
7.	The College provides the applicant's file, vocational assessor recommendation, and the moderation form to the peer reviewer	International admissions advisor	Within two (2) working days of receiving the vocational assessor's recommendation.
8.	The peer reviewer evaluates the file and returns it to the College, with their opinion being either: <ol style="list-style-type: none"> <li>1. Agrees with the recommendation</li> <li>2. Does not agree with the recommendation.</li> </ol>	Peer reviewer International admissions advisor	Within five (5) working days of receiving the applicant's file.
9.	The College advises the vocational assessor of the peer reviewer opinion, which will result in one of the following steps being completed: <ol style="list-style-type: none"> <li>1. <b>Agrees with the recommendation</b> The recommendation, including application and moderation form, is forwarded to the censor in chief for review and approval. NOTE: The censor in chief may determine additional requirements.</li> </ol> OR: <ol style="list-style-type: none"> <li>1. <b>Does not agree with the recommendation</b> The vocational assessor and the peer reviewer discuss the application (face-to-face or via Zoom) and come to an agreed recommendation. The final recommendation, including the application and moderation form, is forwarded to the censor in chief for review and approval. If a final recommendation cannot be reached, a meeting is required with the assessors and the censor in chief, who will make the final decision. NOTE: The censor in chief may determine additional requirements.</li> </ol>	International admissions advisor Vocational assessor Peer reviewer Censor in chief	Within two (2) working days of receiving the peer reviewer opinion.

Step	Action	Team/person/organisation responsible	Recommended timeframes
10.	The censor in chief provides the College with their preliminary recommendation.	Censor in chief International admissions advisor	Within two (2) working days of receiving the assessor's recommendation
11.	The College's preliminary recommendation is forwarded to the MCNZ to consider and approve.  NOTE: The MCNZ can disagree with the recommendation from the College and approve a different pathway for the IMG.	International admissions advisor	Within one (1) working day of receiving the final preliminary recommendation from the censor in chief.
12.	The MCNZ accepts/departs from the College's preliminary recommendation and advises the College and the IMG of its final decision and pathway requirements.  NOTE: The College may at times need to seek additional feedback on the final decision received from the MCNZ.	MCNZ	As appropriate.
13.	On receiving the final decision from the MCNZ, the IMG may choose to proceed or not to proceed with their application.  > If the IMG accepts the MCNZ's final decision, they are eligible to apply to the MCNZ for <b>provisional</b> vocational registration.  > If the IMG disagrees with the MCNZ final decision, they can either: <ul style="list-style-type: none"> <li>- Choose not to continue with their application and their application will be withdrawn.</li> <li>- Request an interview (the cost of the interview will be at the IMG's expense).</li> </ul>	IMG	As appropriate.

Step	Action	Team/person/organisation responsible	Recommended timeframes
13a.	<p>If the IMG proceeds with their application, a practising certificate (in the <b>provisional</b> vocational scope of practice) is issued to the IMG by the MCNZ.</p> <p>&gt; The College then sends an application to the IMG to enrol as members or associates of the College (depending on the IMG's individual pathway) to enable them to undertake the additional requirements.</p>	<p>MCNZ International admissions advisor</p>	As appropriate.
13b.	<p>Upon successful completion of the pathway requirements, the IMG applies to the MCNZ for vocational registration.</p>	IMG	Dependent on pathway.
14.	<p>If the IMG requests an interview, this will be undertaken by two independent vocational assessors and will result in either:</p> <p>&gt; The original MCNZ decision being upheld.</p> <p>&gt; Recommendation to the MCNZ of a variation to the original MCNZ decision for consideration.</p> <p>NOTE: The MCNZ makes the final decision and advises the College and the IMG.</p>	<p>Vocational assessors MCNZ</p>	As appropriate.
14a.	<p>If the variation from the College is accepted by the MCNZ, the IMG proceeds with the required pathway and Steps 13a–13b apply.</p>	IMG	As appropriate.

NOTE: All correspondence/decisions relating to IMG applications, including the application form and associated documentation, must be saved by the College into the registrar's file on iMIS/ Objective

## 6. Related policies, documents and legislation

- › Academic Regulatory Framework for Quality Assurance (CO-A-001-00)
- › MCNZ: 'Policy on registration within a vocational scope of practice – Doctors who do not hold the approved New Zealand or Australasian postgraduate qualification'
- › MCNZ 'VOC3: Application for registration within a provisional vocational scope of practice' form
- › MCNZ: 'VOC3B: Guide to providing a complete application for registration within a vocational scope of practice'
- › MCNZ: 'RGR6 advice on assessment of advice of qualification, training and experience (paper-based assessment)'
- › Fellowship Pathway Regulations

## 7. Administrative procedures

### 7.1 Promulgation of published procedure

This procedure will be available via the College website.