



CONJOINT COMMITTEE FOR THE DIPLOMA OF OBSTETRICS AND GYNAECOLOGY  
(CCDOG)

APPLICATION FOR ACCREDITATION  
AS A DRANZCOG TRAINING SITE

Participation by a hospital in the DRANZCOG (Diploma of The Royal Australian and New Zealand College of Obstetricians and Gynaecologists) training program involves two components. The hospital itself is considered for accreditation and an appropriate number of training posts within the hospital are also approved.

Accreditation of the hospital will be granted for a defined period of one to five years and will be based on the information provided in this application and any other additional information requested by the CCDOG, the accrediting body.

PLEASE RETURN THIS APPLICATION TO THE CHAIR, TRAINING, ACCREDITATION AND  
RECERTIFICATION (TAR) SUBCOMMITTEE OF THE CCDOG  
College House, 254-260 Albert Street, EAST MELBOURNE VIC 3002

Email: [kgoodwin@ranzcof.edu.au](mailto:kgoodwin@ranzcof.edu.au)

Fax: 03 9419 7817

**Typed responses are preferred but legible printing is acceptable.**

Name of hospital \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Name of Medical Director: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

**NUMBER OF DRANZCOG TRAINING POSTS FOR WHICH APPLICATION IS BEING MADE:** \_\_\_\_\_

SECTION 1

HOSPITAL STATISTICS  
(for last two completed years)

**Current Number of beds:** Obstetric \_\_\_\_\_ Gynaecology \_\_\_\_\_ Total \_\_\_\_\_  
(i.e. as at date of application)

**Section 1 continued**

	<i>Public</i>	<i>Private and Intermediate</i>	<i>Total</i>	<i>Public</i>	<i>Private and Intermediate</i>	<i>Total</i>
Number of vaginal deliveries						
Number of caesarean sections						
Number of gynaecological admissions						
Number of day surgery cases in O&G						
Number of major* gynaecological operations						
Number of minor* gynaecological operations (including laparoscopy)						
Perinatal mortality rate						

\* For the purpose of this questionnaire, major gynaecological operations include:

- Simple vulvectomy
- Radical vulvectomy
- Excision of pelvic lymph glands
- Vaginal removal or reconstruction
- Anterior vaginal repair
- Posterior vaginal repair
- Donald-Fothergill or Manchester operation for prolapse
- Enterocoele repair or suspension of vaginal vault - abdominal approach
- Repair of enterocoele-vaginal approach
- Genital and urinary or alimentary tract fistula repair
- Abdominal and/or vaginal sling for stress incontinence
- Hysterotomy or myomectomy
- Radical hysterectomy
- Ectopic gestation removal
- Repair of Bicornuate uterus
- Tuboplasty - microsurgical or macroscopical
- Anastomosis of fallopian tubes
- Laparotomy - all procedures

\* All other gynaecological operations are defined as minor operations.

**SECTION 2**

**OBSTETRIC AND GYNAECOLOGICAL STAFF  
(Please list all specialist obstetricians/gynaecologists and GP obstetricians)**

<i>Name/s of obstetricians</i>	<i>Qualifications</i>	<i>Number of sessions per week</i>

Does the hospital provide access to GP obstetricians? YES  NO

SECTION 3

FACILITIES AND RESOURCES AVAILABLE

**3.1 Paediatrics**

3.1.1 Is there a specialist paediatrician in charge of the nursery facilities? YES  NO

3.1.2 How many Level 1 Cots are available? \_\_\_\_\_

How many Level 2 Cots are available? \_\_\_\_\_

How many Level 3 Cots are available? \_\_\_\_\_

**3.2 Outline the training DRANZCOG trainees will receive in neonatal paediatrics:**

---

---

---

---

---

**3.3 Continuing professional development activities**

3.3.1 Outline the continuing professional development activities relevant to obstetrics and gynaecology routinely conducted in the hospital, indicating the frequency of each activity:

---

---

---

---

---

3.3.2 Outline the training the DRANZCOG trainees will receive in the conduct of continuing professional development activities, indicating the frequency of each activity:

---

---

---

---

---

**3.4 Medical records**

3.4.1 Is there a trained Medical Records Administrator in charge of medical records? YES  NO

3.4.2 How accessible will the information in the medical records be to DRANZCOG trainees for quality assurance or clinical research?

---

---

---

3.4.3 What training will DRANZCOG trainees receive in medical record keeping?

---

---

---

**3.5 Library facilities**

3.5.1 Is there a hospital library? YES  NO

3.5.2 If so, is there a trained librarian in charge? YES  NO

3.5.3 Is Medline searching available?

- using CD-ROM? YES  NO
- using online searching? YES  NO

3.5.4 Please attach a list of the journals and key texts in the discipline of obstetrics and gynaecology held by the library.

---

---

---

---

---

---

**3.6 Continuing professional development meetings**

Please list **regular** continuing professional development meetings in obstetrics and gynaecology which will be accessible to the trainee/s and indicate the frequency of each meeting. If there is a regular program of activities, please include a copy.

---

---

---

---

---

**3.7 Educational program for DRANZCOG trainees**

Please describe any **regular** educational activities that are specifically designed for DRANZCOG trainees or which they are required/expected to attend (i.e. if there are no DRANZCOG-specific educational activities). These may include tutorial sessions, practise in examination technique, journal clubs, etc. If there is a regular program of activities, please include a copy.

---

---

---

SECTION 4

TRAINEES

**4.1 Current number of O & G Registrars (*if any*)**

**Please enter the number of registrars/residents you currently have in each of the following categories:**

		<b>No. Registrars / Residents</b>
Year 1	MRANZCOG / FRANZCOG trainees	
Year 2	MRANZCOG / FRANZCOG trainees	
Year 3	MRANZCOG / FRANZCOG trainees	
Year 4	MRANZCOG / FRANZCOG trainees	
Year 5	MRANZCOG / FRANZCOG trainees	
Year 6	MRANZCOG / FRANZCOG trainees	
O & G	Registrars in non-accredited posts	
ARS	ARS / DRANZCOG Advanced Obstetrics trainees	

**4.2 Roster**

**Please include a copy of a typical weekly roster for trainees in your hospital.**

## SECTION 5

### SUPERVISED EXPERIENCE

It is accepted that some hospitals will not be able to provide the full range of supervised experience required within the hospital. In these cases, the hospital may still be accredited with a DRANZCOG training site if it arranges for trainees to obtain the required level of supervised experience at other sites, eg. family planning clinics, women's health centres, community health centres, GP's rooms, specialist obstetrician/gynaecologists' rooms, etc. But such arrangements must be indicated in the accreditation application and approved by the Conjoint Committee for the Diploma of Obstetrics and Gynaecology (CCDOG).

#### 5.2 DRANZCOG training posts

**This hospital is able to provide or arrange for each DRANZCOG trainee –**

- ◆ \_\_\_\_\_ hours of supervised experience in family planning (minimum 6 hours) *If this level of supervised experience cannot be provided within the hospital, please describe how it will be arranged at other sites.*

---

---

- ◆ \_\_\_\_\_ hours of supervised experience in antenatal clinics or equivalent (minimum 70 hours) *If this level of supervised experience cannot be provided within the hospital, please describe how it will be arranged at other sites.*

---

---

- ◆ \_\_\_\_\_ hours of supervised experience in gynaecology clinics or equivalent (minimum 70 hours) *If this level of supervised experience cannot be provided within the hospital, please describe how it will be arranged at other sites.*

---

---

Please circle

- |  |            |           |
|--|------------|-----------|
| ◆ personal conduct of management of labour and delivery of minimum 25 women                  | <b>YES</b> | <b>NO</b> |
| ◆ supervision of the management of labour and assistance in the delivery of minimum 20 women | <b>YES</b> | <b>NO</b> |
| ◆ instrumental deliveries of minimum 5 women   | <b>YES</b> | <b>NO</b> |
| ◆ evacuation of the uterus and/or manual removal of the placenta of minimum 10 women         | <b>YES</b> | <b>NO</b> |

SECTION 6

APPLICATION FOR ACCREDITATION

6.1 Number of DRANZCOG posts (each six months) for which application is made: \_\_\_\_\_

6.2 Nominated specialist Training Supervisors (i.e. Fellow of RANZCOG)

**Note: Nominated supervisor/s must complete the attached Training Supervisor application form, which should be submitted with this application for accreditation.**

Name/s	Qualifications	No. of sessions per week

Signature: \_\_\_\_\_  
*(to be signed by the Director of Medical Services or equivalent)*

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Applications for the approval of a new hospital or new training posts must be submitted to the Training, Accreditation and Recertification (TAR) Subcommittee by 30 June of the year preceding planned use of the post.

**PLEASE ENSURE THAT YOU HAVE INCLUDED THE FOLLOWING:**

- List of journal and text holdings in the library
- Typical weekly roster
- Typical program of CPD activities *(if applicable)*
- Typical program of postgraduate education activities *(if applicable)*
- Training supervisor application completed by nominated supervisor/s and with their current CV attached



CONJOINT COMMITTEE FOR THE DIPLOMA OF OBSTETRICS AND GYNAECOLOGY  
(CCDOG)

**DRANZCOG ADVANCED TRAINING SUPERVISOR APPLICATION FORM  
(Specialist Obstetrician Supervisor)**

**Note: One rural GP and one specialist is the minimum supervision  
requirement for a DRANZCOG Advanced training site  
Specialist Supervisors must be RANZCOG Fellows**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Mobile: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

University of Graduation: \_\_\_\_\_ Year of graduation: \_\_\_\_\_

Year of birth: \_\_\_\_\_ Years in practice \_\_\_\_\_

Specialist qualifications: \_\_\_\_\_

Do you have full and unrestricted Medical Registration? \_\_\_\_\_

Present Practice:            Full-time             Part-time   
   Private             Salaried

What medical appointments do you hold? *(please specify)* \_\_\_\_\_

\_\_\_\_\_

Do you serve on any medical or academic committees? *(please specify)* \_\_\_\_\_

\_\_\_\_\_

Do you have any special interests in the community? *(please specify)* \_\_\_\_\_

\_\_\_\_\_

Do you have past experience in teaching medical undergraduates, postgraduates, or other health professionals?

YES  NO

(If yes, please specify) \_\_\_\_\_

Are you presently engaged in the teaching of medical undergraduates, postgraduates, or other health professionals?

YES  NO

(If yes, please specify) \_\_\_\_\_

**TRAINING EXPERIENCE:**

Please outline your previous experience as a teacher/trainer/supervisor: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have teaching experience in other advanced rural skills disciplines? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Please attach a copy of your current Curriculum Vitae**

**PLEASE RETURN THIS APPLICATION AND CV TO -**  
Chair, TAR Subcommittee, RANZCOG  
College House, 254-260 Albert Street, East Melbourne VIC 3002  
Email: [kgoodwin@ranzcoq.edu.au](mailto:kgoodwin@ranzcoq.edu.au)  
Fax: 03 9419 7817