

Selection - 2025 Intake
Structured Curriculum Vitae Scoring Guidelines
Surgical Education & Training in Vascular Surgery

These guidelines are designed to assist applicants in assessing their experience and provide applicable entries in the online application. It is the applicant's responsibility to ensure each entry is entered in the applicable section of the application, categorised appropriately, and supported with the required documentary evidence.

Should evidence be insufficient, incorrect, or missing the entry will not be scored.

Medical Expertise and Technical Expertise
Surgical and Medical Experiences (evidentiary documentation required) Maximum 6 points
<ol style="list-style-type: none"> 1. Rotations shorter than 10 weeks are not scored. 2. Rotations that are mandatory eligibility requirements are not scored. 3. Private assisting terms are not scored. 4. Rotations which are not undertaken on a full-time basis will be adjusted pro rata. 5. Scoring will only consider terms undertaken in the 3 <u>clinical</u> years* immediately prior to the closing date of applications. 6. Rotations arranged for after the closing date in the year of application will not be scored. A rotation in cardiology, cardiothoracic surgery, general surgery, ENT, plastic surgery, neurosurgery, orthopaedics, urology, vascular surgery, ICU or emergency medicine is scored 1 point per 10 weeks. 7. Rotations which included COVID-19 related medical service (either in part or full) are scored at 1 point per 10 weeks. 8. Applicants must provide proof of rotations in the form of a letter of confirmation from the hospital or employer. The letter must specify the rotation specialty, rotation dates and any leave. A contract, letter of appointment or a roster will not be considered sufficient evidence and the corresponding rotations will not be scored. 9. Documentation not provided on organisational letterhead or signed will not be accepted and the rotation will not be scored. 10. A maximum of 6 points can be awarded for Surgical and Medical Experiences. <p><i>*Applicants may apply for an extension due to approved interruptions to training e.g. maternity leave or personal illness.</i></p>
RACS Skills Courses (evidentiary documentation required)
This section is now included in the professional development section.
Scholarship and Teaching
Qualifications (evidentiary documentation required) Maximum 4 points
<ol style="list-style-type: none"> 1. Scoring does not include primary medical qualifications (MBBS, MD or equivalent) and only applies to medical qualifications completed after being awarded a primary medical qualification. 2. Scoring only includes higher degrees recognised by Australian and Aotearoa New Zealand Universities. 3. A completed PhD or doctorate is scored 4 points* 4. A completed Research Master's degree (e.g. MPhil, MRes) is scored 3 points*. 5. A completed Coursework Master's degree (e.g. MS, MMed) is scored at 2 points*. This includes where research dissertations were included units of study. 6. If an applicant has successfully completed 6 months fulltime equivalent study towards a higher degree or completed a higher degree qualification equivalent to 6 months fulltime study but less than a Master's (e.g. graduate diploma) then it is scored 1 point*. 7. FRACS (or other specialty training recognised by the AHPRA and AMC as completed specialist training e.g. FRACP) is scored at 3 points. 8. >3 years in RACS SET Program within another specialty (not completed but standards meet) is scored at 1 point. 9. Applicants must provide documentary evidence in the form of a certificate or letter of completion, and academic transcript. 10. A maximum of 4 points can be awarded for Qualifications. <p><i>*Not scored if part of already scored in another higher degree.</i></p>

Publications (evidentiary documentation required) Maximum 8 points

1. Scoring only includes publications relevant to medicine in the five years immediately prior to the closing date of application.
2. A case report, opinion piece, practice-tips or editorial (or similar) is scored **at 0.5 points (up to a maximum of 1 point)** if the applicant is the first author.
3. A peer reviewed journal article or book chapter where the applicant is the first author is scored **2 points**.
4. A peer reviewed journal article or book chapter where the applicant is not the first author, and there are ten or less authors in total is scored **1 point**.
5. Peer reviewed journal articles where there is more than ten authors, will be scored at 0.5 points (up to a maximum of 1 point). Scoring only includes publications accepted for publication in a peer reviewed publication indexed on MEDLINE and excludes abstracts or letters to the editor. The relevant search result from the website www.nlm.nih.gov/bsd/journals/online.html must be submitted as evidence of a "MEDLINE indexed journal" as a screenshot with relevant date.
6. Each publication can only be scored once.
7. Publications which have a sufficiently similar topic to that of a presentation listed on the application will only be scored once. The greater score will apply.
8. Acceptable documentary evidence must include a copy of the publication, with DOI and author list (or manuscript accompanied by an official acceptance letter clearly stating the author's name, authorship position, publication acceptance, journal name, date, and DOI). For book chapters, a copy of the book's title page and chapter title page including the author's name should be submitted, with evidence of the ISBN.
9. **A maximum of 8 points can be awarded for Publications.**

Presentations (evidentiary documentation required) Maximum 8 points

1. Scoring only includes presentations relevant to medicine in the five years immediately prior to the closing date of applications and the applicant must be first author and named presenter. Presentations will only be scored if the conference is associated with a clearly defined surgical, medical education or professional vascular-relevant society.
2. Each presentation at a National and International meeting or National RACS conferences will be scored **1 point**. Each presentation at a state-based Vascular or RACS meeting, or regional NZ Vascular or RACS meeting is scored **0.5 points**.
3. Each poster is scored 0.5 points if applicant is the first author (a maximum of 1 point will be awarded for posters). E-posters and poster-presentations are scored as posters.
4. Only two presentations per meeting, per year will be accepted.
5. Where a score has been given for a presentation or course that forms part of a meeting program, no further points will be awarded for attendance at that meeting.
6. Scoring only includes presentations at scientific meetings or conferences subject to peer-reviewed abstract selection (includes posters).
7. Presentations which have sufficiently similar topics or that have been presented at more than one scientific meeting or conference will only be scored once.
8. Presentations that present a case report or case series will not be scored.
9. Presentations which have a sufficiently similar topic to that of a publication listed on the application will only be scored once. The greater score will apply.
10. Acceptable documentary evidence is a certificate of completion from the conference organiser. Documentation must state the applicant's name and that the applicant was the presenter. Applicants must provide evidence of peer-review / abstract acceptance policy. Planned presentations cancelled due to the impact of COVID-19 will be scored provided evidence of acceptance is provided, evidence of conference cancellation is provided and there was no option for virtual presentation.
11. **A maximum of 8 points can be awarded for Presentations.**

Teaching (evidentiary documentation required) Maximum 2 points

1. Clinical or anatomy teaching, if the applicant has a formally recognised role in a registered education organisation (e.g. clinical tutor) outside of the applicant's regular clinical appointment, and teaching is conducted on a regular basis. A score of **1 point** is awarded if the commitment is equivalent to 2hrs/weekly for 6 months duration and **2 points** for teaching equivalent to 2hrs/weekly for 12 months duration.
2. Teaching must have occurred within 5 years immediately prior to the closing date of applications.
3. Documentary evidence in the form of a letter stipulating the organisation/university affiliation, teaching description, and time commitment (as documented above) including dates of service is required.
4. **A maximum of 2 points can be awarded for Teaching.**

Professionalism and Leadership and Management

Professional Development (evidentiary documentation required) Maximum 10 points

1. Scoring only includes participation in courses, conferences and training undertaken in the five years immediately prior to the closing date of application and completed after being awarded a primary medical degree. For meeting attendance occurring after 2023, virtual or webinar attendance are only acceptable for scoring at overseas meetings. Meetings in Australia and Aotearoa New Zealand must be attended in person to be considered for scoring.
2. Participation in the JDocs framework for at least 12 months demonstrated by the submission of the JDocs professional profile which confirms completion of all key clinical tasks is scored **1 point** (max 1 point). New Zealand applicants may submit JDocs registration and completion of all key clinical tasks in ePORT. JDOCs registration subject to confirmation by RACS and must be accompanied by portfolio summary check list of all clinical tasks provided in the JDOCs/ePORT website.
3. Attendance at the RACS annual conference or other ANZ national vascular meeting, are **scored 1 point** (max. 4 points).
4. Overseas and national vascular meetings (e.g. SVS, ESVS, VSGBI, Verve) are scored **1 point** (max 2 points).
5. Completion of a face-to-face or online course related to surgical practice is **scored 0.5 points** (max 1 point).
6. Scoring only includes courses at least five hours in duration and documentary evidence must include a completion certificate and course outline including time commitment or confirming at least 5 CPD points.
7. Completion of RACS accredited skills courses (EMST, CCriSP, ASSET, TIPS, CLEAR (or recognised equivalents of these courses) are scored **0.5 points** (max 2 points)
8. **All participation in courses and conferences will be scored only once in the entirety of the CV. The greater score will apply.**
9. Acceptable documentary evidence is a certificate of course completion or conference attendance on organiser letterhead from organiser, including duration and Australian/Aotearoa New Zealand CPD equivalency or provision of course outline/conference program.
10. **A maximum of 10 points can be awarded for Professional Development.**

Achievements, Leadership and Management (evidentiary documentation required) Maximum 5 points

1. Scoring only includes participation and achievements undertaken in the five years immediately prior to the closing date of application and completed after being awarded a primary medical degree.
2. Applicants score **1 point** (max 2 points) for significant academic scholarships or awards (must be at state, national or international level eg: RACS scholarships or medals, or competitive research grants where the applicant is the principal investigator). Scoring does not include travel grants, hospital or network awards, industry-based awards, certificates of merit, or 'best' awards. Documentary evidence must be provided on organisational letterhead and include a detailed summary of the scholarship or award.
3. Applicants score **1 point** for an elected or co-opted position of a state or national Government or Royal Australasian College of Surgeons Board or Committee with at least 12 months service (maximum 2 points). Documentary evidence must be provided on organisational letterhead and include a summary of participation. Scoring does not include hospital-based committees, industry committees, or commercial organisations.
4. Applicants score **1 point** for community leadership by undertaking volunteer work with a charity on a minimum of monthly basis and be for a minimum of 12 months duration undertaken in the five years immediately prior to the closing of application). Documentary evidence must be provided on organisational letterhead and include a summary of participation. Acceptable organisations must be recognised by the Australian Charities and Not-for-profits Commission or the New Zealand Charities Register. The ACNC or NZC registration number must be included on provided documentation or screenshot from the relevant Register.
5. Applicants score **1 point** for a state/ national award or selection for state/national representation in a sporting field; or achieving state/ national recognition in music or arts. Documentary evidence must be provided on organisational letterhead and confirm recognition or representation.
6. **A maximum of 5 points can be awarded for Achievements, Leadership and Management.**

Rural or Regional Residency, Training or Employment (evidentiary documentation required) Maximum 4 points

1. Applicants will score **2 points** if they can certify that they are rural or regional residents.
2. The Board defines 'rural/regional residency' as residency for at least any 10 years cumulatively or at least any 5 years consecutively from the age of 5 upwards:
 - a. In Australia, residence in an area with an Australian Statistical Geography Standard – Remoteness Areas (ASGS-RA) score of 2-5. The Health Workforce locator available on the Department of Health website <https://www.health.gov.au/resources/apps-and-tools/health-workforce-locator>
 - b. In New Zealand, residence in an area that has medium to low urban accessibility, or is remote or very remote according to the Urban Accessibility Classification (UAC) <https://www.stats.govt.nz/methods/urban-accessibility-methodology-and-classification>
3. Applicants will score **2 points** if they have completed two years or longer, in at least 12-month consecutive intervals, in rural or remote employment or training. The Board defined 'rural or remote employment and training' as clinical placement

in the ASGS-RA 2-5 region or NZ UAC medium urban accessibility or less. Applicants must provide relevant evidence from ASGS-RA or NZ UAC to demonstrate the location meets the relevant criteria.

4. Applicants must provide proof of rural or remote clinical rotations in the form of a letter of confirmation from the university, hospital or employer. The letter must specify the rotation specialty, rotation dates and any leave. A contract, letter of appointment or a roster will not be considered sufficient evidence and the corresponding rotations will not be scored.
5. For rural origin certification, a proforma is available <https://www.anzsvs.org.au/education-training/selection/>.
6. **A maximum of 4 points may be awarded for Rural/Regional Residency and Training.**

Cultural Competence and Cultural Safety (evidentiary documentation required) Maximum 3 points

1. Applicants score 1 point for completion of both JDocs Aboriginal and Torres Strait Islander Cultural Safety Course 1 and 2. Applicants must supply certificates of completion for both courses.
2. Applicants score 2 points for cultural engagement in Māori or Aboriginal/Torres Strait Islander communities through language skills or acknowledged active involvement in ATSI/Māori community groups for more than 12 months (max 2 points). Documentary evidence of cultural engagement and leadership should be provided as a letter of support from a community elder or representative. For language skills courses scoring only includes courses of substantial commitment and documentary evidence must include a completion certificate, course outline and time commitment and level of engagement with the relevant communities.
3. Applicants score 2 points for participation in a Māori or Aboriginal/Torres Strait Islander organisation (e.g. AIDA, Te ORA) for more than 12 months. Evidence must be supplied by a representative of the organisation, and MUST detail a description of involvement, time commitment, and cultural importance.
4. **A maximum of 3 points can be awarded for Cultural Competence and Cultural Safety**