

## Part-time training

### Requirements for part-time training

- 4.14.1.1 Application for part-time training must be made in writing prospectively to the Faculty assessor. All applications will be considered on an individual basis.
- 4.14.1.1 The trainee must provide evidence that the application for part-time training is supported by the Director of the training unit.
- 4.14.1.2 Trainees undertaking part time training must complete all requirements of the training program, within five years of commencement of the core training stage.
- 4.14.1.3 Part-time training must be at a minimum of 0.5 FTE per week.
- 4.14.1.4 Normal leave for part-time trainees will be on a pro-rata basis.

### 1. Personal information

College ID: \_\_ / \_\_ / \_\_ / \_\_ / \_\_

Family name: \_\_\_\_\_

First name: \_\_\_\_\_ Middle name: \_\_\_\_\_

### 2. Proposed training details

Training site: \_\_\_\_\_

Part-time start date: \_\_\_\_\_ End date: \_\_\_\_\_

Proportion of full-time trainee's hours that will be worked? (i.e. 0.5 FTE): \_\_\_\_\_

Any additional comments regarding the part-time arrangements:

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I confirm that the trainee will be working in a part-time capacity as outlined in this application.

Name of Director / SoT (please print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting documentation

Your letter of appointment must be on the training unit's letterhead and indicate the following – title, type of experience, full-time or part-time, and start and end dates of the appointment. It should be signed by your proposed supervisor or the head of the training unit.

Send the completed form and accompanying documentation to:

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