

Clinical School Allocation Policy

Students going into their final year (i.e. year 6 in 2009/2010; year 5 in 2010 and beyond).

- Students who provide a significant reason (with supporting evidence) will receive special consideration when prioritising preferences.
- Students at the RCS will be given their first preference for their final year.
- Students who did **not** receive their first preference for their penultimate year will then be drawn at random and, if places remain at that campus, will be offered their first preference. If no places remain at their first preference, they will be granted their second preference. Finally, if no places remain at their second preference, they will be granted their third preference. **Students must indicate in the comments section of SPMS that they did not receive their first preference in their penultimate year.**
- Students who undertook an intercalated honours year (or honours during advanced studies) will be granted their first preference, if they provide support from supervisors that they need to stay at that site to continue with their research as well as showing evidence for productive research in their penultimate year.
- Students at the LGH and RHH will be grouped together and their names drawn at random and when a name is drawn, the student will be offered their first preference if places remain at that campus. If no places remain at their first preference, they will be granted their second preference. Finally, if no places remain at their second preference, they will be granted their third preference. This will be undertaken electronically with the SPMS management system.

Students going into their penultimate year (i.e. year 5 in 2009; year 4 in 2009 and beyond).

- Students who provide a significant reason (with supporting evidence) will receive special consideration when prioritising preferences.
- Students holding Medical Rural Bonded Scholarships, RAMUS and John Flynn Scholarship Scheme recipients who nominate RCS will be allocated to the RCS, provide they indicate appropriately in the comments section of the SPMS on application.
- Students who undertook an intercalated honours year (or honours during advanced studies) will be granted their first preference, provided they provide support from supervisors that they must remain at that site to continue with their research.

- All remaining students will be grouped together and their names drawn at random and when a name is drawn, the student will be offered their first preference if places remain at that campus. If no places remain at their first preference, they will be granted their second preference. Finally, if no places remain at their second preference, they will be granted their third preference. This will be undertaken electronically with the SPMS management system.

Acceptable reasons (with supporting documentation) for students to be considered for allocation to their first preference will include:

- Marriage/de facto relationship (as defined by law) and partner **must** remain in city of first preference. Documentation must be provided.
- A mortgage in the city of first preference.
- Children based in the city of first preference.
- Caring for a severely ill family member who lives in, or near, city of first preference.
- Extreme financial hardship.
- Fully justified medical reason with supporting documentation from medical practitioner

Deployment of students to Clinical Schools will be based on the following:-

| | Penultimate year | Final year |
|-----|------------------|------------|
| RHH | 36% | 36% |
| LGH | 36% | 36% |
| RCS | 28% | 28% |

NB:

The RCS will be allocated at least 25% Commonwealth funded students.

International students will be allocated to the clinical schools using the same ratios as above.

Change of situation after allocation

Only under exceptional circumstances will students be able to change their allocation and this must be approved by the Heads of the relevant Clinical Schools.

Process for Allocation of MBBS Students to Clinical Schools (for 5 year curriculum)

The Allocation Process is conducted as part of the responsibilities of the Head of the School of Medicine or his nominee.

Year 1

- 1. Student Orientation Package** – Students will be supplied with a flyer advising them of the process, indicating that the School of Medicine has 3 Clinical Schools and that they will be given an option to indicate preference for allocation; however, if required, the final decision will rest with the Dean of the School of Medicine. It will also be stressed that the educational outcome from each school is the same.

Students will be asked to sign an acknowledgement of having read and understood the information in the flyer and then return it to the School of Medicine Office. This acknowledgement will be placed on the student's file and on the SPMS.

Year 2

- 2. Presentation by Clinical School Representatives** – During 2nd Semester the allocation policy will be outlined again and a presentation from a representative of each of the Clinical Schools will be offered to the students at the Hobart Campus.

Year 3

- 3. Visit or placement to other clinical schools** – Every opportunity will be made to provide students with placements at Launceston Clinical School or Rural Clinical School prior to the end of 1st Semester in second year. During the first Rural Rotation (weeks 1 and 2 of semester 1) students who have registered an interest (during the orientation day) will be given an opportunity for a Clinical Schools visit. Every effort will be made to avoid placing these students on their Rural Rotation during these 2 weeks.
- 4. Application** – Students will apply via the SPMS. Applications will open mid April and remain open for a period of 2 weeks. Students failing to submit an application will be allocated as necessary.
- 5. Allocation Committee assesses applications** – Applications will be assessed and a recommendation made to the Head of School within 4 weeks of the closing date for applications. The placement release date will be made available on SPMS at the time of application.
- 6. Notification to Students** – Will occur via the SPMS.