



Postgraduate Medical Council  
of Western Australia

# ANNUAL REPORT

2023-2024



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# 1. Overview

## Executive Summary

The work of the Postgraduate Medical Council of Western Australia (PMCWA) in the last year has been guided by the key strategic pillars of Leadership and Governance, Accreditation, Education and Supervision, Career Transition and Support.

This year has seen the introduction of the National Framework for Prevocational Medical Training (the Framework) which is applicable for postgraduate year one (PGY1) interns in 2024. There has been strong uptake by all area health services to accommodate the changes associated with the Framework. In addition, the incorporation of new accreditation standards has proved to be an ongoing learning curve for all stakeholders. Currently, mandated term supervisor training for the Framework is being implemented across all health services and is on track, using standardised e-learning modules which have been developed nationally.

Consistent with the need for a sustainable medical workforce in regional and rural communities, PMCWA has been able to support additional accredited rural rotations and further instances of community-based experience. Liaison between health services and key stakeholders around new outcome statements and accreditation standards in relation to Aboriginal people is a continuing focus.

In 2025, prevocational doctors in their second postgraduate year (PGY2) will undertake clinical experiences toward completion of the Certificate of Completion. Aligning term clinical experiences with the 2025 PGY2 Framework requirements is well advanced.

The national rollout of the e-portfolio to support the Framework has been delayed and the e-portfolio is anticipated to be ready for health service use in January 2025, with a staged approach for the implementation of Entrustable Professional Activities (EPAs) to occur during 2025 in anticipation of full implementation in 2026.

The imbedding of EPAs into the Framework is a recognised body of work that will involve not only prevocational doctors but will be a training requirement for assessors, including pharmacists and nurse practitioners for the first time.

PMCWA has continued to provide workshops and presentations to its core networks, including hosting the annual Medical Careers Expo, which was held in person at Crown, Perth in March 2024. PMCWA also hosted the 27th Australian and New Zealand Prevocational Medical Education Forum (the Forum). The Forum is hosted by a different jurisdiction each year, with PMCWA last hosting the event in Western Australia (WA) in 2012. The theme was 'Looking Forward: Careers, Innovation, Education', and over 400 delegates, exhibitors and sponsors were involved. The Forum ran over the course of several days and provided opportunities for attendees to engage in educational workshops, plenary sessions and social events.

As the 2023/24 financial year draws to a close, we would like to thank all our stakeholders who contribute to the functions of PMCWA, and we look forward to continuing to collaborate with you in the future.

# Operational Structure

## Establishment

PMCWA was founded in 2003 to facilitate the training and education of prevocational doctors during the years between graduating from medical school and entering specialist training. In 2015, Cabinet formally noted the establishment of PMCWA as a Ministerial Council (the Council). PMCWA is accountable to the Minister for Health via the Director General, WA Department of Health (the Department).

PMCWA's establishment is noted under section 11 of the *Health Legislation Administration Act 1984*. PMCWA operates within the principles of the *Public Sector Management Act 1994*, the Department's Code of Conduct and PMCWA's Code of Conduct.

## Function

The Council's function is to act in accordance with the Health Practitioner Regulation National Law, as in force in each state and territory, introduced in 2010.

Day-to-day management of the Council is undertaken by the PMCWA secretariat. The secretariat reports administratively to the Department, however all matters related to the strategic objectives of the Council are reported to the PMCWA chair.

In fulfilling the role of Council, PMCWA operates consistently with the strategic objectives of the Department and does not adversely affect the interest of the Government of WA.

## Vision

PMCWA strives to uphold its vision statement, 'well supported doctors providing excellent healthcare meeting community needs in a dynamic environment'.

## Principles

The following principles were endorsed in the PMCWA Strategic Plan 2023-25. The principles that underpin the way the Council works and makes decisions include:

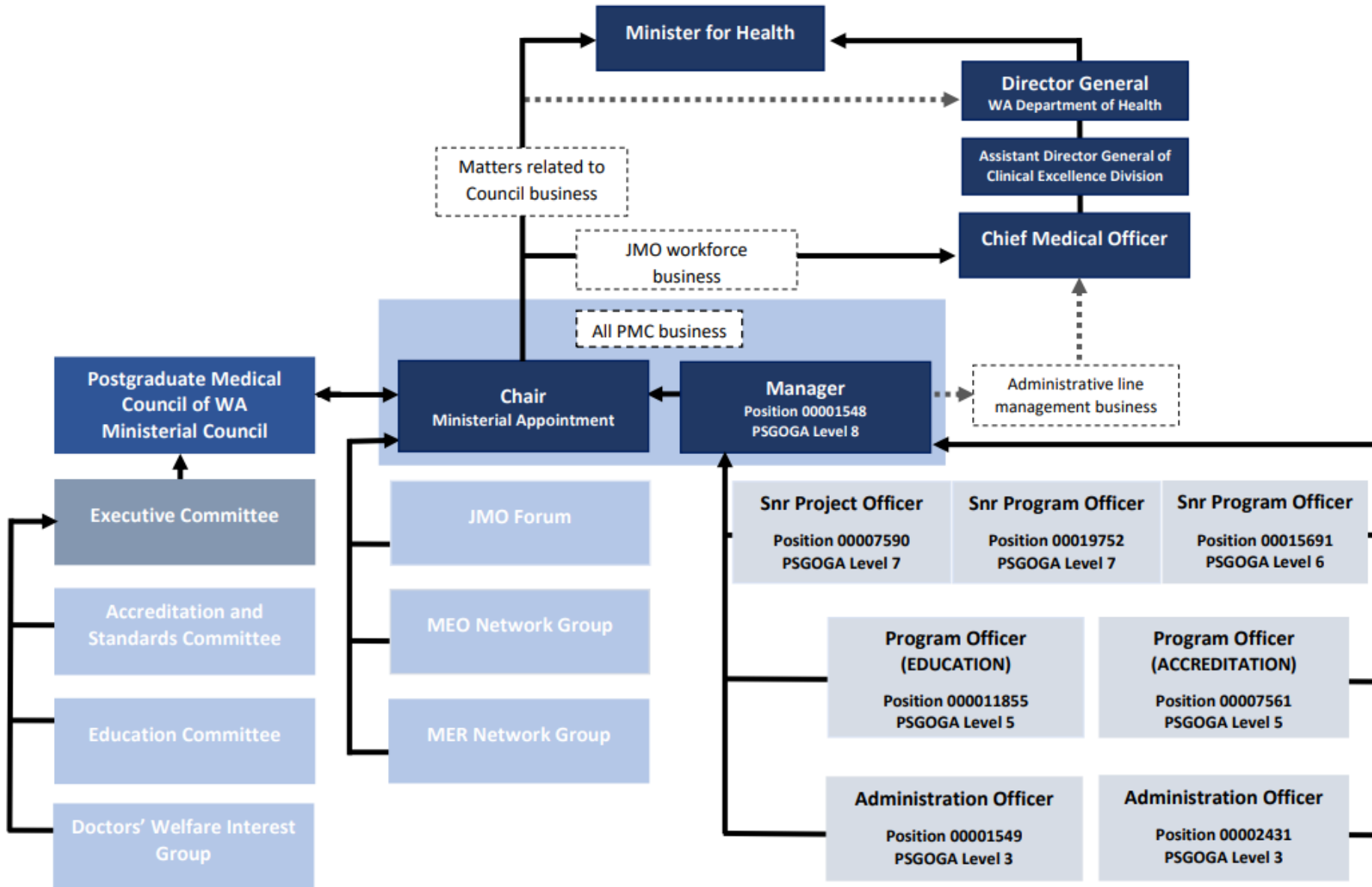
 <p><b>WELLBEING</b></p> <p>The Council will ensure the wellbeing of JMOs remains central to all PMCWA decisions and activity.</p>	 <p><b>CULTURAL SAFETY</b></p> <p>JMOs will contribute to a culturally safe workforce for Aboriginal people by meeting PMCWA Accreditation Standards.</p>	 <p><b>INDEPENDENCE</b></p> <p>The Council will act and advocate without fear or favour.</p>	 <p><b>EDUCATION</b></p> <p>The Council acknowledges the tensions between education and workforce requirements.</p>
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## Values

The following principles were endorsed in the PMCWA Strategic Plan for 2023-25. The Council will demonstrate these values in achieving its business:

 <p><b>TRANSPARENCY</b></p> <p>The Council will be transparent in its functions to ensure openness and equity.</p>	 <p><b>COLLABORATION</b></p> <p>The Council will engage with key stakeholder groups to ensure policies and process are both valuable and practical.</p>	 <p><b>EXCELLENCE</b></p> <p>The Council will always strive for excellence providing quality outcomes.</p>	 <p><b>INNOVATION</b></p> <p>The Council will work innovatively to effectively and efficiently meet its strategic goals.</p>
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# Operational Reporting Structure



## Responsibilities of the Council

1. To provide a leadership role in prevocational medical education and training in WA.
2. To provide expert advice to the WA Minister for Health and the Department on prevocational medical education and training, accreditation of medical training positions and prevocational medical workforce issues.
3. To identify, evaluate, monitor and promote medical education, training programs and resources for prevocational medical officers and other non-vocational doctors in collaboration with relevant stakeholders.
4. To undertake the accreditation and monitoring of medical prevocational training positions and the medical training/units and facilities that support prevocational training positions to ensure they meet national and state standards.
5. To notify the WA Board of the Medical Board of Australia (MBA) of the Council's recommendations for accredited PGY1 training positions.
6. To establish and maintain linkages to promote communication with education providers ranging from medical undergraduate to vocational training and continuing medical education, to foster greater sharing of expertise, information and a continuum of learning.
7. To establish, maintain and promote partnerships with the MBA, other state/territory Postgraduate Medical Councils, the Confederation of Postgraduate Medical Education Councils (CPMEC), the Australian Medical Council (AMC), WA Junior Medical Officer (JMO) Forum and other relevant organisations/associations/committees.
8. To monitor and advise on the supply, distribution and demand for prevocational medical officers and other non-vocational doctors in WA.
9. To promote, undertake and/or contribute to health services' research regarding prevocational medical officers and non-vocational medical officers' education and training, accreditation, and workforce issues.
10. To advocate on behalf of prevocational medical officers on matters that impact on the health and welfare of prevocational medical officers, including matters relevant to safety and quality.

## Council Membership

Positions on the PMCWA Council are representative. In seeking nominations to Council, consideration is given to ensure appointees have an appropriate balance of skills, qualifications and experience required for the functions of Council. Recommendations for appointment are endorsed by the Minister for Health. Representation from stakeholder groups as of July 2024, is as follows:

	Member in 2022-23	Member in 2023-24
<b>Chair of Council</b>	Dr Gregory Sweetman	Dr Gregory Sweetman
<b>Chief Medical Officer (Deputy Chair)</b>	Dr Simon Towler (8 months)	Dr Simon Towler
<b>Accreditation Surveyors</b>	Dr Monica Gope	Dr Monica Gope
<b>Australian Medical Association WA (AMA (WA)), Doctors in Training Committee</b>	Dr Jenny Wood (8 months)	Dr Jenny Wood
<b>Consumers</b>	Ms Nicoletta Ciffolilli	Ms Nicoletta Ciffolilli
<b>Directors of Postgraduate Medical Education</b>	Dr Athula Karunanayaka (8 months)	Dr Athula Karunanayaka
<b>PMCWA JMO Forum</b>	Dr Brittney Wicksteed (8 months)	Dr Brittney Wicksteed
<b>Medical Directors, Teaching Hospitals</b>	Dr Ajitha Nair (2 months) A/Prof George Eskander (5 months)	A/Prof George Eskander
<b>Medical School Deans</b>	Prof Brendan McQuillan	Prof Brendan McQuillan
<b>Private Hospitals</b>	Prof Tim Bates	Prof Tim Bates
<b>Registration Committee, WA State Committee MBA</b>	Dr Clare Matthews	Dr Clare Matthews
<b>Royal Australasian College of Surgeons</b>	Dr Amanda Foster (5 months)	Dr Amanda Foster
<b>Royal Australian College of General Practitioners</b>	Dr Colleen Bradford	Dr Colleen Bradford
<b>Royal Australasian College of Physicians</b>	Dr Zarrin Allam (5 months)	Dr Zarrin Allam
<b>WA Country Health Service</b>	Dr David Oldham (9 months) Prof Graeme Maguire (1 month)	Prof Graeme Maguire

### Ex-Officio

Executive Officer, PMCWA

Chair, PMCWA Accreditation and Standards Committee

Chair, PMCWA Education Committee

Representatives, Medical Student Societies

## Performance Management Framework

In 2017, the Government of WA announced the Sustainable Health Review to prioritise the delivery of patient-centred, high quality and financially sustainable health care across the state. The Final Report, published in 2019, had 30 Recommendations with the work of PMCWA aligning mostly with Recommendations 25 and 26. The table below demonstrates how the PMCWA Strategic Plan 2023-25 Key Focus Areas align with these Recommendations.

Sustainable Health Review Recommendation	PMCWA Key Focus Areas
<p><b>No. 25: Implement contemporary workforce roles and scope of practice where there is a proven record of supporting better health outcomes and sustainability.</b></p>	<p>1.2.1 Engage the prevocational doctor's workforce to provide opportunities for their feedback and insight.</p> <p>4.1.1 Actively engage with JMOs to understand their career situation and future career planning needs.</p>
<p><b>No. 26: Build capability in workforce planning and formally partner with universities, vocational training institutions and professional colleges to shape the skills and curriculum to develop the health and social care workforce of the future.</b></p>	<p>1.1.1 Manage relationships with key external stakeholders.</p> <p>1.1.2 Develop and further grow existing relationships with internal WA stakeholders.</p> <p>1.1.3 Promote PMCWA as the peak body for prevocational medical education in WA and is represented in state and national forums.</p> <p>3.1.2 Deliver education, support, and expertise to those who support JMOs.</p> <p>4.1.2 Provide JMOs with a range of support strategies to assist in their career journeys.</p> <p>4.2.2 Promote the Careers Portal to increase its use by medical students and JMOs.</p>

# 2. PMCWA Performance

PMCWA is continuing to work on the Key Focus Areas as outlined in the PMCWA Strategic Plan 2023-25:

1. Leadership and Governance
2. Accreditation
3. Education and Supervision
4. Career Transition and Support



## Leadership and Governance

Stakeholder leadership

JMO engagement and advocacy

JMO wellbeing advocacy

WA's implementation of the AMC National Framework



## Accreditation

Implementation of new standards

Accreditation process improvements

Accreditation of new positions



## Education and Supervision

Training and support for implementation of Prevocational Framework

Education and support for WA stakeholders



## Career Transition and Support

Career guidance for JMOs

Online medical career support

## Key Focus Area 1: Leadership and Governance

PMCWA strives to communicate, advise and support its key stakeholders throughout the year through various initiatives.

Leadership and Governance		Met 2023/24
<b>1.1</b>	<b>Provide leadership to our stakeholders as the peak body for prevocational medical education.</b>	
1.1.1	Manage relationships with key external stakeholders.	✓
1.1.2	Develop and further grow existing relationships with internal WA stakeholders.	✓
1.1.3	Promote PMCWA as the peak body for prevocational medical education in WA and is represented in state and national forums.	✓
<b>1.2</b>	<b>Be informed of JMO issues and advocate on their behalf.</b>	
1.2.1	Engage the prevocational doctors' workforce to provide opportunities for their feedback and insight.	✓
1.2.2	Include prevocational doctor representatives on each PMCWA committee and formalise the roles and responsibilities for each representative role.	✓
1.2.3	Promote the role of the JMO Forum, the JMO Forum Co-Chairs, and the JMO Forum site representatives.	✓
1.2.4	Advocate for JMOs and share information about JMO issues.	✓
<b>1.3</b>	<b>Advocate for JMO wellbeing in the workplace.</b>	
1.3.1	Monitor and understand wellbeing levels at health sites through stakeholder feedback.	✓
1.3.2	Convene the Doctors' Welfare Interest Group to facilitate the sharing of wellbeing information and initiatives between health sites and encourage collaboration with future initiatives.	✓
1.3.3	Promote wellbeing events via relevant communications channels.	✓
1.3.4	Ensure there is JMO representation for national wellbeing initiatives.	✓
<b>1.4</b>	<b>Lead WA's implementation of the Australian Medical Council's National Framework for Prevocational Medical Training.</b>	
1.4.1	Develop and deliver strategies for WA's successful implementation of the Framework.	✓

## Deans, Office of the Chief Medical Officer and Directors Meeting (DoDs)

PMCWA coordinates monthly meetings between the Deans of WA medical schools (Curtin Medical School, the University of Western Australia and the University of Notre Dame, Fremantle), the Office of the Chief Medical Officer and the Directors of Postgraduate Medical Education (DPMEs) at each of the Primary Employing Health Services (PEHSs).

These meetings provide a valuable forum for sharing information relating to prevocational medical training and the transition to internship, and for updates from the medical board. The DoDs meeting remains an effective platform to address operational issues as they relate to medical training, while the inclusion of guest presenters at these meetings provides valuable updates on prevocational doctors' and medical students' welfare.

## National Committee Representation

PMCWA has representation on the following national committees through either the PMCWA chair or PMCWA manager:

Chair:

- CPMEC board member
- AMC Prevocational Standards Accreditation Committee
- CPMEC Working Party for the National Framework for Prevocational Medical Training
- Medical Training Survey (MTS) Consultative Committee (Jurisdiction Advisory Committee)

Manager:

- CPMEC Principal Officers Committee
- Prevocational Medical Accreditation Network
- National Medical Intern Data Management Working Group
- E-Portfolio Specifications Working Group – National Framework (National E-Portfolio Project Board – from January 2023)

## JMO Forum

The JMO Forum is an advisory subcommittee of PMCWA and is comprised of both elected representatives of interns and residents, and those who wish to attend in an informal role. The JMO Forum contributes to ensuring the requirements of local hospital standards are met for junior doctors to work effectively within the WA health system. This Forum also provides a platform for peers to develop leadership skills and

to collaborate closely with representatives from all hospitals to discuss and action issues relevant to education, accreditation, wellbeing, workforce distribution and morale.

The JMO Forum works closely with the AMA (WA) Australasian JMO Committee, and the Doctors' Health Advisory Service Western Australia (DHASWA) to advocate for the optimal training and workplace conditions for doctors in training.

Their specific focus for 2023/24 included:

- Promoting the various avenues available to prevocational doctors to provide feedback to PMCWA
- Assisting in the promotion of accurate information regarding the Framework
- Exploring different professional development opportunities
- Promotion of the Australian Health Practitioner Regulation Agency's (Ahpra) MTS and PMCWA events.

## Medical Education Officer Network Group

PMCWA provides support for the Medical Education Officer (MEO) Network Group, which continues to provide MEOs with an opportunity to meet several times a year to discuss ideas, challenges, and brainstorm solutions. The key discussion points for 2023/24 have included:

- Sharing experiences about the implementation of the Framework, which came into effect in early 2024.
- Discussions around new accreditation requirements which were implemented in 2024.
- Conversations around the upcoming PGY2 program requirements, which are due to commence in 2025.
- Improving access to educational content between WA Health and private hospitals.

## Medical Education Registrar Network Group

PMCWA also host the Medical Education Registrar (MER) Network Group where MERs (who hold either 6 or 12-month contracts in a part-time capacity) can collaborate and share resources amongst the group. Over the past year there has been a strong focus on the following:

- Managing challenges around staff shortages at various sites
- Sharing teaching and education resources between sites
- Sharing ideas around JMO orientation and education sessions.

## Key Focus Area 2: Accreditation

Accreditation of training posts continues to be a key mandate of PMCWA. Ensuring PGY1 and PGY2s receive quality education, have workloads commensurate with good training and that they are supported in a collegiate training environment is core to PMCWA business.

In the last year, PMCWA has reviewed accreditation processes in line with the revised Framework. The AMC accreditation standards were adopted, and revisions to relevant documents were made. A surveyor's workshop and lead surveyor group meeting were held, where changes related to the accreditation standards and processes were communicated and workshopped. In addition, PMCWA continued to survey and assess several sites and terms to ensure all junior doctor positions are accredited.

Accreditation		Met 2023/24
<b>2.1</b>	<b>Implement the new accreditation standards of the National Framework for Prevocational Medical Training.</b>	
2.1.1	Ensure all WA health sites understand the new AMC accreditation standards and how they can be met.	✓
2.1.2	Continually monitor independence and transparency in accreditation decisions and implement new strategies as required.	✓
2.1.3	Ensure the Quality Assurance component of the Framework is met, and improvements are made as required.	✓
<b>2.2</b>	<b>Review and modify the accreditation process as required.</b>	
2.2.1	Refine and streamline the accreditation process to improve efficiencies for accreditation surveyors, committee and secretariat support.	✓
2.2.2	Identify and implement improved processes for selecting, appointing, training and reviewing performance of accreditation surveyors.	✓
<b>2.3</b>	<b>Accredit sufficient junior doctor positions to meet contemporary community needs.</b>	
2.3.1	Understand the changing annual internship requirements across WA, in particular the increasing number of Curtin Medical School graduates; identify sufficient quality internships; and ensure distribution according to areas of most need.	✓
2.3.2	Communicate clear processes for health sites to request changing accreditation needs based on the needs of the communities they serve and respond efficiently and effectively to these requests.	✓

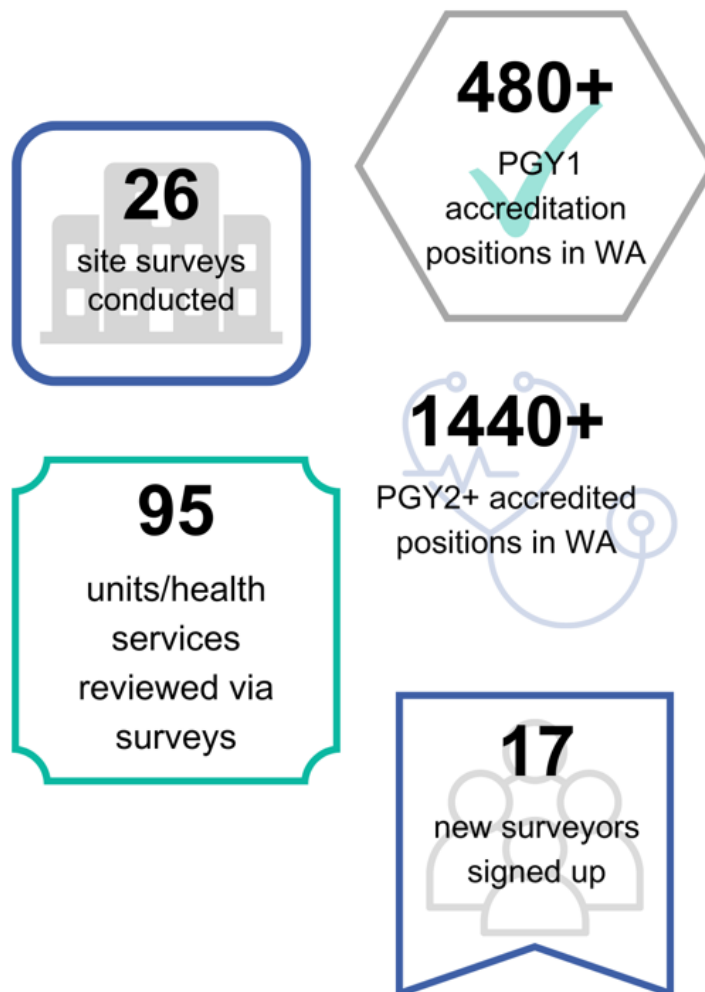
## Accreditation and Standards Committee

Over the 7 meetings held in the 2023/24 period, the Accreditation and Standards Committee continued to assess accreditation reports, including follow up reports and JMO phone interviews. Accreditation for new or additional junior doctor positions continued to be assessed and monitored as the various health services expanded and/or reconfigured. The Committee also discussed the new classifications, supported the newly developed Accreditation Decision Making Guidelines and endorsed the new accreditation report templates.

## Accreditation Summary

In 2023/24, PMCWA undertook 26 site surveys across various health sites including rural and private health sites. As of June 2024, there were over 480 accredited PGY1 positions and 1440 accredited PGY2+ positions.

The surveyor pool has steadily grown, with 17 new surveyors signing up in the last 12 months. PMCWA has also been organising pre-meetings with survey teams this year to brief surveyors of the recent changes to the accreditation templates and related processes.



## Key Focus Area 3: Education and Supervision

PMCWA’s educational strategies for the year focus on implementing the Framework, hosting the Forum, providing professional development (PD) sessions and facilitating the WA awards for Clinical Educator and Junior Doctor of the Year.

Education and Supervision		Met 2023/24
<b>3.1</b>	<b>Support key stakeholders’ delivery of quality education and supervision that prioritises the safety of patient, wellbeing of learners and cultural awareness.</b>	
3.1.1	Deliver education and support to JMOs.	✓
3.1.2	Deliver education, support and expertise to those who support JMOs.	✓
<b>3.2</b>	<b>Implement the new accreditation standards of the National Framework for Prevocational Medical Training.</b>	
3.2.1	Develop a project plan to support the implementation of the Framework across WA.	✓
3.2.2	Deliver relevant training, information sessions and other communication strategies to all stakeholders impacted by the Framework.	✓

### Education Committee

The key role of the Education Committee throughout the year is to support PMCWA initiatives and to contribute ideas to the planning of these events and programs. The Education Committee is chaired by Prof Tim Bates and includes representatives from the following stakeholders: Directors of Clinical Training, DPMEs, MEOs, JMOs and MERs. These representatives come from a range of different hospitals and health services to ensure valuable stakeholder engagement.

### Professional Development

The annual PMCWA hosted PD sessions had a slightly different approach in 2023/24 due to PMCWA hosting the Forum. The Forum included a national MEO network meeting, and had many sessions delivered by MEOs and opportunities for networking.

The MEOs were also heavily involved in the PMCWA hosted Framework implementation workshops which provided rich opportunities for learning and development. The aim was for these opportunities to translate into the PD of our MEOs across WA. These workshops were well received.

## **Australian and New Zealand Prevocational Medical Education Forum**

The Forum was hosted by PMCWA and took place in Perth in November 2023 with over 400 delegates, exhibitors and sponsors in attendance. The theme of 'Looking Forward: Careers, Innovation, Education' was captured perfectly in the various plenary sessions, numerous abstracts and poster presentations throughout the Forum.

Some of the key takeaways included shifting the focus towards the future in a post-COVID setting, the use of artificial intelligence in medical education, building resilience, teambuilding and excellence with the use of simulation teaching. There were also many insightful presentations on local initiatives and innovative approaches to education and junior doctor wellbeing.

## **Junior Doctor and Clinical Educator of the Year Awards**

Each year the Postgraduate Medical Councils of each jurisdiction in Australia and New Zealand recognise a clinical educator and junior doctor who have made valuable contributions to prevocational medical education and training.

Dr Kai Choong was announced as the 2023 WA Junior Doctor of the Year. Kai has been recognised for his commitment and enthusiasm for upskilling his colleagues and medical students.

Prof Tim Bates was awarded WA's 2023 Clinical Educator of the Year. Tim is the DPME of St John of God Midland Hospital and the chair of the PMCWA Education Committee. He has been recognised for his active involvement in the postgraduate medical education space including mentoring, support and guidance for junior doctors at his health site.

PMCWA congratulated both Kai and Tim on being chosen as the 2023 winners at the Prevocational Medical Education Forum, where they were recognised for their contribution and commitment to prevocational medical education, wellbeing and training.

## Key Focus Area 4: Career Transition and Support

PMCWA continues to host the annual Medical Careers Expo in-person, and the medical careers portal online on the PMCWA website. In addition to this, PMCWA provides support to graduating medical students by providing intern application support via an information session and online guidance.

Career Transition and Support		Met 2023/24
<b>4.1</b>	<b>Support and guide the career journey of JMOs.</b>	
4.1.1	Actively engage with JMOs to understand their career situation and future career planning needs.	✓
4.1.2	Provide JMOs with a range of support strategies to assist in their career journeys.	✓
<b>4.2</b>	<b>Improve the PMCWA interactive platform for JMOs to find workforce and training information to inform their career choices.</b>	
4.2.1	Maintain the Careers Portal and continue to increase its scope and value.	✓
4.2.2	Promote the Careers Portal to increase its use by medical students and JMOs.	✓

### Medical Careers Portal

The medical careers portal remains an integral part of the PMCWA website which offers JMOs and students the ability to search for careers that suit their personality, work style and preferred work focus.

The Commonwealth Department of Health and Aged Care will be developing a national careers portal under the National Medical Workforce Strategy and PMCWA has been invited to join the working group to progress this. PMCWA has paused further enhancements on PMCWA's portal during this time.

### Medical Careers Expo

The Medical Careers Expo returned for another in-person event, the second since COVID-19. It was hosted alongside the AMA (WA) on 11 May 2024 at Crown Perth, which tied in well with the intern centralised recruitment campaign. A total of 30 exhibitors hosted a booth, which ranged from hospital and college representatives, with 174 medical students and junior doctors attending on the day.

The Expo provided a unique platform for final year medical students and junior doctors to explore different booths to understand career opportunities, gain insights from experienced professionals and make meaningful connections. There was also a range of presentations from specialist colleges throughout the morning, including a career support presentation by Dr Jemma Hogan. The positive feedback received from attendees, booth holders and presenters will assist in planning for the 2025 Expo.

## JMO Relationships

PMCWA continues to build a trusting relationship with the JMO community in WA, through the following strategies:

- Connecting with prospective interns in their final year of medical school, including inviting attendance at the PMCWA JMO Forum, Doctors' Welfare Interest Group (DWIG), the Council and other meetings as required to share information
- Supporting final year medical students to complete intern applications by presenting to each medical school and developing an online resource for writing a competitive application
- Connecting with WA JMOs through the JMO Forum
- Meeting with each RMO Society president at the beginning of the clinical year to answer any questions and provide PMCWA support resources to assist their roles
- Meetings with each newly elected JMO Forum representative at the beginning of the year to discuss roles, expectations and how PMCWA can assist
- Creating meaningful tasks for JMO Forum representatives to complete such as assisting the PMCWA team in running the Medical Careers Expo, reviewing the PMCWA JMO Survival, PD Leave and Wellbeing Guides and setting the goal of becoming a support accreditation surveyor
- Involving JMOs in discussions on PMCWA initiatives including development of new documents and career support strategies.

Through these relationships, PMCWA has been able to understand JMOs' needs and use this when planning initiatives, reviewing our processes and promoting our services.

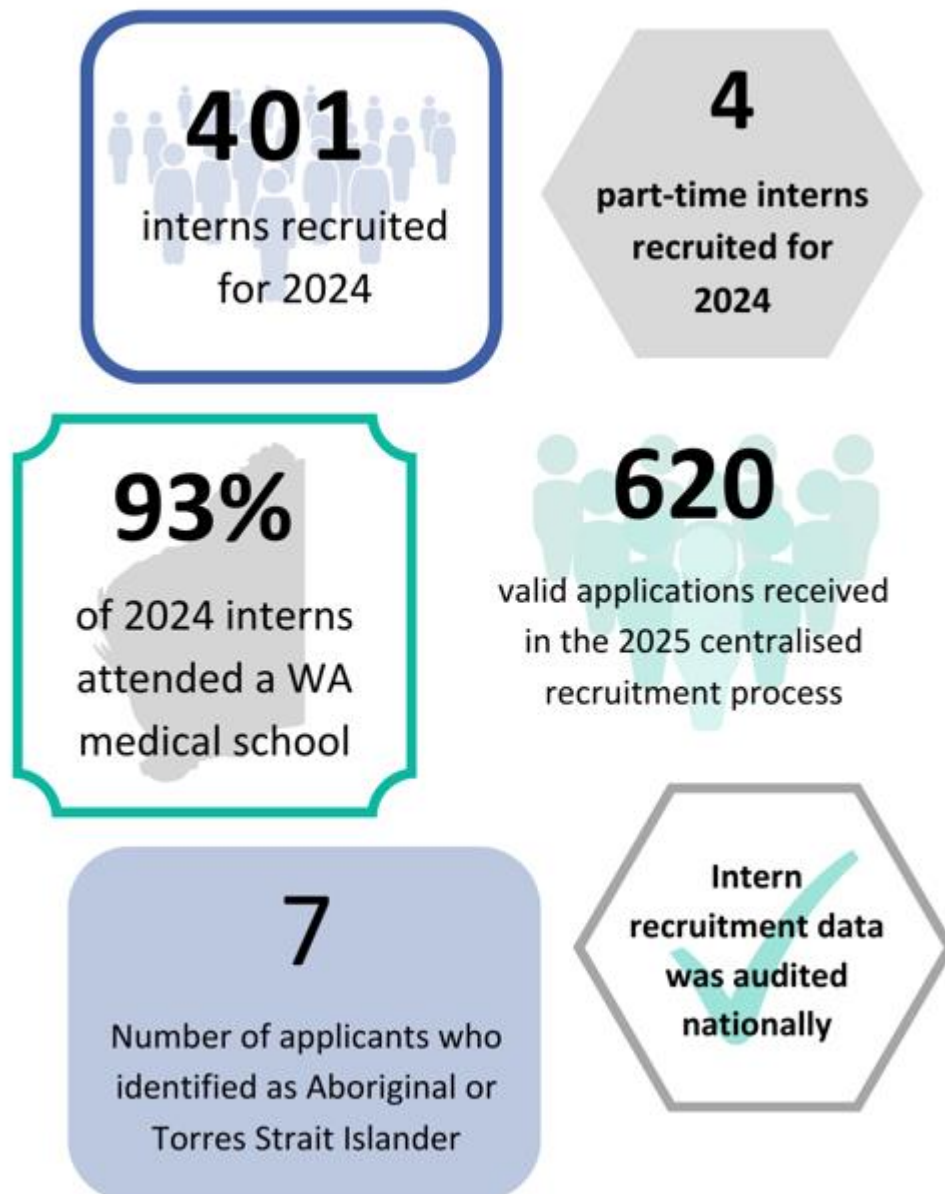
## Doctors' Welfare Interest Group

DWIG is chaired by Dr Helen Wilcox (Chair, DHASWA), and hosted by PMCWA. This group is comprised of representatives from each hospital and health service who have an invested interest in developing and promoting wellbeing initiatives. It also provides an avenue to share ideas, resources and support. Some of the key programs and resources discussed over the year include:

- Expansion of the DRS4DRS list
- Mental Health First Aid
- Psychological First Aid
- 'People at Work' platform

## Intern Centralised Recruitment Process

In 2023/24 PMCWA coordinated the annual centralised recruitment of interns in accredited internship positions within WA. Participating PEHSs included Fiona Stanley Hospital, Royal Perth Hospital, Sir Charles Gairdner Hospital, WA Country Health Service, St John of God Midland Public Hospital, and Joondalup Health Campus.



### 3. Disclosures and Legal Compliance

#### Occupational Safety, Health and Injury Management

PMCWA is committed to the occupational safety and health management systems as outlined in the Department of Health’s *Work Health and Safety (WHS) Policy*.

Measures	Results 2021/22	Results 2022/23	Results 2023/24	Targets	Comments about targets
Number of fatalities	0	0	0	0	n/a
Lost time injury and disease incidence rate	0	0	0	0	n/a
Lost time injury and severity rate	0	0	0	0	n/a
Percentage of injured workers returned to work (i) within 13 weeks	100%	100%	100%	100%	n/a
Percentage of injured workers returned to work (ii) within 26 weeks	n/a	n/a	n/a	n/a	n/a
Percentage of managers trained in occupational safety, health and injury management responsibilities, including refresher training within three years	100%	100%	100%	100%	n/a

#### Multicultural Policy Framework

PMCWA is committed to an inclusive environment for people from culturally and linguistically diverse backgrounds as outlined in the Department’s *Multicultural Action Plan 2024-28*. The Department reports on the submission of their multicultural plan for the 2023/24 financial year in their Annual Report.

## Compliance with Public Sector Standards and Ethical Codes

PMCWA operates within the principles of the *Public Sector Management Act 1994*, the Department's *Code of Conduct* and PMCWA's *Code of Conduct*. PMCWA policies and guidelines are updated and revised according to the PMCWA *Policy Framework and Guidelines*. The Policy Framework provides a standardised approach to the policy management process.

## Recordkeeping Plans

PMCWA complies with the Department's standards and associated recordkeeping training in line with the State Records Commission and within the *Department of Health Recordkeeping Plan 2024*.

## Conflicts of Interest

Conflicts of interest of PMCWA committee members are declared and areas of potential conflict of interest are acknowledged.

## Disability Access and Inclusion

PMCWA complies with the Department's *Disability Access and Inclusion Plan 2020-25*.

## Expenditure

Section 175ZE of the *Electoral Act 1907* requires public agencies to report details of expenditure to organisations providing services in relation to advertising, market research, polling, direct mail and media advertising. PMCWA has not incurred expenditure of this nature.

# 4. Financial Statements

PMCWA is funded by the Department (with additional funding from Ahpra). As PMCWA sits administratively within the Department, its financials are reported in the Department's Annual Report.

## Council Remuneration

Council members as public servants may not be entitled to payment under the Premier's Circular 2023/02. One member from a private organisation was remunerated for attendance as the community representative at Council meetings in 2023/24.

Position Title	Member Name	Type of Remuneration	Period of Membership	Term of appointment	Base sitting fees	Gross/actual remuneration for 2023/24
Chair of Council	Dr Gregory Sweetman	Nil	2023/2024	4 years	\$0	\$0
Chief Medical Officer (Deputy Chair)	Dr Simon Towler	Nil	2023/2024	4 years	\$0	\$0
Accreditation Surveyors	Dr Monica Gope	Nil	2023/2024	4 years	\$0	\$0
AMA (WA), Doctors in Training Committee	Dr Jenny Wood	Nil	2023/2024	4 years	\$0	\$0
Consumers	Ms Nicoletta Ciffolilli	Per meeting	2023/2024	4 years	\$280/\$309	\$589
Directors of Postgraduate Medical Education	Dr Athula Karunanayaka	Nil	2023/2024	4 years	\$0	\$0
PMCWA JMO Forum	Dr Brittney Wicksteed	Nil	2023/2024	4 years	\$0	\$0
Medical Directors, Teaching Hospitals	A/Prof George Eskander	Nil	2023/2024	4 years	\$0	\$0
Medical School Deans	Prof Brendan McQuillan	Nil	2023/2024	4 years	\$0	\$0
Private Hospitals	Prof Tim Bates	Nil	2023/2024	4 years	\$0	\$0
Registration Committee, WA State Committee MBA	Dr Clare Matthews	Nil	2023/2024	4 years	\$0	\$0
Royal Australasian College of Surgeons	Dr Amanda Foster	Nil	2023/2024	4 years	\$0	\$0
Royal Australian College of General Practitioners	Dr Colleen Bradford	Nil	2023/2024	4 years	\$0	\$0
Royal Australasian College of Physicians	Dr Zarrin Allam	Nil	2023/2024	4 years	\$0	\$0
WA Country Health Service	Prof Graeme Maguire	Nil	2023/2024	4 years	\$0	\$0

# 5. Appendix

## Glossary of Terms

Acronym	Definition
Ahpra	Australian Health Practitioner Regulation Agency
AMA (WA)	Australian Medical Association (Western Australia)
AMC	Australian Medical Council
Council	Ministerial Council
CPMEC	Confederation of Postgraduate Medical Education Councils
Department	Western Australian Department of Health
DHASWA	Doctors' Health Advisory Service Western Australia
DPME	Director of Postgraduate Medical Education
DWIG	Doctors' Welfare Interest Group
Forum	Australian and New Zealand Prevocational Medical Education Forum
Framework	National Framework for Prevocational Medical Training
JMO	Junior Medical Officer
MBA	Medical Board of Australia
MEO	Medical Education Officer
MER	Medical Education Registrar
MTS	Medical Training Survey
PEHS	Primary Employing Health Service
PGY	Postgraduate Year
PMCWA	Postgraduate Medical Council of Western Australia
WA	Western Australia





Postgraduate Medical Council  
of Western Australia