



Application for Training Position – MARKING GUIDE SUMMARY

Domain	Mark
1. HIGHER EDUCATION	10
2. RESEARCH, PUBLICATION & PRESENTATION	8
3. ACPS ENTRANCE EXAMINATION	10
4. PSYCHOMETRIC & MOTOR SKILLS TESTING	20
5. SKILLS & SURGERY COURSES, WORKSHOPS & SEMINARS	2
6. CLINICAL ROTATIONS ASSESSMENT FORM (CRAF)	10
7. INTERVIEW – KEY CRITERIA SCORE	40
Total	100



Application for Training Position – SELECTION MARKING GUIDE

Section 1 – CURRICULUM VITAE

HIGHER EDUCATION		
<p><i>Page 6-7 of the Fellowship Training Manual Section 2 & 3 on Application for Registration for Training Position.</i></p>		
<p>Notes: A maximum of 10 points will be counted in this section For undergraduate podiatry degree (or Master degree that leads to general registration as a podiatrist) For Master degree (or academic units leading towards a doctoral qualification)</p>		
Requirement	Points Rating (Max. 10)	Documentary Evidence
<p>Undergraduate Podiatry Degree</p>	<p>5 points WAM - >80% GPA - High Distinction/ Distinction 2.5 point WAM - 60-80% GPA - Credit 1 point WAM- <60% GPA Pass</p>	<p><i>certified copies of academic record</i></p>
<p>Master Degree</p>	<p>5 points WAM - >80% GPA - High Distinction/ Distinction 2.5 point WAM - 60-80% GPA - Credit 1 point WAM- <60% GPA Pass 0 point Enrolled in Master degree, but not completed</p>	<p><i>certified copies of academic record (if completed Master Degree) or certified letter from respective academic institution confirming current enrolment in Master Degree</i></p>
		/10

RESEARCH, PUBLICATION & PRESENTATION

Section 6 & 7 on Application for Registration for Training Position.

Notes:

Research

*A maximum of 2 points will be counted for this section
Must have been lead investigator involved in the research project.*

Presentations

*A maximum of 2 points will be counted for this section
Must have been personally delivered by applicant at the following:*

- *ACPS or foot surgery seminar or conference*
- *A.Pod.A State Special Interest Group*
- *A.Pod.A. State Conference*
- *A.Pod.C. National Conference*
- *Specialty Specific Group (i.e. High Risk Foot, Sports Medicine, Paediatrics)*

Poster presentations will not be eligible for points

Publications

*A maximum of 4 points will be counted for this section
Excludes abstracts, case report and letters to the editor
Articles accepted for publication pending revisions will not be accepted
Must be published, or in press for publication
Literature reviews and book chapters are eligible*

Requirement	Maximum 8 Points	Documentary Evidence
Research	<p>Maximum Points (Max. 2) 1 Point – Applicant is lead author in research project.</p>	<p><i>A retrospective letter from the principle research supervisor notifying of research project. Where applicable, manuscript of research project to be supplied at request.</i></p>
Presentations	<p>Maximum Points (Max. 2) 1 Point - Presentation personally delivered by applicant at a foot surgery conference or seminar. 1 Point - Presentation personally delivered by applicant at national A.Pod.C conference. 0.5 Point - Presentation personally delivered by applicant at A.Pod.A. state-based meeting. 0.5 Point - Presentation personally delivered by applicant at national or state specialty specific group.</p>	<p><i>Documentary evidence of meeting program (including cover page, contents pages, index pages and abstract page where these are available) showing meeting name and Applicants name printed against presentation title, date and location must be provided. Alternatively, a retrospective letter from the conference organiser notifying of acceptance to present or confirming presentation will be accepted.</i></p>
Publications	<p>Maximum Points (Max. 4) 2 points - Article in a peer-reviewed journal, with minimum impact factor 1 or above, where applicant is the first author</p>	<p><i>Documentary evidence including PubMed citation and link to article, or full citation and ISBN, or retrospective letter of acceptance for publication by publisher must be provided. The letter of acceptance must specify Applicant’s authorship.</i></p>

	<p>1 point - Article in a peer-reviewed journal, with minimum impact factor 1 or above, where applicant is the latter author</p> <p>1 point – Literature review article in a peer-reviewed journal, with minimum impact factor 1 or above, where applicant is the lead author</p> <p>0.5 points – Book Chapters published online or in print.</p>	
		/8

ACPS ENTRANCE EXAMINATION		
<i>Page 9 of the Fellowship Training Manual.</i>		
Notes: <i>A maximum of 10 points will be counted in this section.</i>		
Requirement	Points Rating (Max. 10)	Documentary Evidence
Completion of ACPS Entrance examination (>50% is pass mark).	<p>10 points - >90%</p> <p>8 points - 80-90%</p> <p>5 points - 70-80%</p> <p>0 points – 50-70%</p>	<i>ACPS Administration to supply copies of ACPS entrance examination mark</i>
		/10

PSYCHOMETRIC & MOTOR SKILLS TESTING		
<i>Page 9 of the Fellowship Training Manual.</i>		
Notes: <i>A maximum of 20 points will be counted for this section.</i>		
<ul style="list-style-type: none"> • <i>The Emotional Quotient Inventory (EQ-i®) is a scientifically validated, widely used Emotional Intelligence assessment tool.</i> • <i>The VTS MLS measures fine motor abilities through static and dynamic tasks for finger, hand and arm movement. A maximum of 5 points will be counted for this section.</i> <i>** An average percent score will be determined from the sum of the subgroup scores.</i> • <i>The VTS 2HAND measures visuomotor coordination (eye-hand and hand-hand coordination).</i> <i>** An average percent score will be determined from the sum of the subgroup scores.</i> 		
Requirement	Maximum 20 Points	Documentary Evidence

EQ-i	Maximum Points (Max. 10) 10 points - >130, Very Much Above Average 8 points - 110-130, Above Average 5 points - 90-110, Average No points - 70-90 – Below Average 50-70 – Very Much Below Average	<i>Documentary evidence of official report from external consulting or educational service must be provided.</i>
VTS MLS	Maximum Points (Max. 5) 5 points – High >84% 3 points – Average 50-84% 1 point – Average 16-49% 0 point – Low <16%	
VTS 2HAND	Maximum Points (Max. 5) 5 points – High >84% 3 points – Average 50-84% 1 point – Average 16-49% 0 point – Low <16%	
/20		

SKILLS & SURGERY COURSES, WORKSHOPS & SEMINARS		
Section 8-10 on Application for Registration for Training Position.		
<p>Notes: A maximum of 2 points will be counted for this section</p> <p>Conferences and seminars The following seminars and conferences are eligible for points:</p> <ul style="list-style-type: none"> • ACPS annual seminar • American College of Foot and Ankle Surgeons Annual Scientific Conference • Faculty of Podiatric Surgery (UK) Annual Conference <p>Surgical Skills Courses and Workshops Only surgical skills courses or workshops that are run by recognized educational bodies are eligible for points. Courses or workshops must be explicitly related to surgical skills and/ or the practice of surgery of the foot and ankle.</p> <ul style="list-style-type: none"> • Candidates who have completed the ACPS BSSET are eligible for points <p>A list of recognized educational bodies follows:</p> <ul style="list-style-type: none"> • ACPS • American College of Foot & Ankle Surgeons (ACFAS) • The Podiatry Institute • AO foundation/ AO North America • American Academy of Foot and Ankle Osteosynthesis 		
Requirement	Maximum 2 Points	Documentary Evidence

ACPS BSSET	2 points	<i>Documentary evidence of official transcript, certificate of completion/ attendance or retrospective letter confirming completion/ attendance from the educational activity must be provided.</i>
Surgical Skills Courses & Workshops	Maximum Points (Max. 1) 1 point – per course/ workshop	
Conferences & Seminars	Maximum Points (Max. 1) 0.5 points – per seminar or conference	
		/2

CLINICAL ROTATIONS ASSESSMENT FORM (CRAF)		
<i>Page 10 of the Fellowship Training Manual.</i>		
Notes: <i>A maximum of 10 points will be counted in this section 3 CRAF forms are to be submitted. Each CRAF form totals a score out of 98 (total overall mark achievable from 3 CRAF forms is 294). A total overall mark is given as a percentage.</i>		
Requirement	Points Rating (Max. 10)	Documentary Evidence
Clinical Rotation Assessment Forms (x3)	10 points – 80-100% 5 points - 60-80% 2 point – 50-60%	<i>3 completed CRAF forms from 3 different Fellows of the ACPS. CRAF forms must be signed and dated by each respective Fellow.</i>
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Total CV Score	/60
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Section 2 – INTERVIEW

INTERVIEW – KEY CRITERIA SCORE		
<p><i>Page 10-11 of the Fellowship Training Manual. Please refer to ACPS applicants interview guide.</i></p>		
<p>Notes: A maximum of 40 points will be counted in this section.</p> <p>Performance in the interview will be marked independently by each interviewer, following which a consensus mark is assigned by the panel of interviewers. Each candidate will be scored in key criteria at the end of the interview. For each key criteria, the applicant will be allocated a score:</p> <ul style="list-style-type: none"> • 0 points - Not suitable • 4 points - Possesses the skills/attitude to meet this criteria with training. • 6 points - Has relevant skills/experience /attitude to meet this criteria. • 8 points - Has strong, relevant and readily transferable skills/ experience/attitude to meet this criteria. 		
Key Criteria	Points Rating (Max. 40)	Documentary Evidence
<p>Demonstrates a thorough understanding of the advancements and challenges facing podiatric surgeons in the Australian health care sector.</p>	<p>Maximum Points (Max. 8)</p>	<p><i>Panel consensus mark</i></p>
<p>A work history which demonstrates an ability to develop and maintain key health sector networks.</p>	<p>Maximum Points (Max. 8)</p>	<p><i>Panel consensus mark</i></p>
<p>A solid academic background with an ability to master both academic and manual skills.</p>	<p>Maximum Points (Max. 8)</p>	<p><i>Panel consensus mark</i></p>
<p>Well-developed interpersonal and communication skills, including the ability to confidently present to a diverse audience.</p>	<p>Maximum Points (Max. 8)</p>	<p><i>Panel consensus mark</i></p>
<p>Well organized and a good time manager who can self-manage to obtain a result.</p>	<p>Maximum Points (Max. 8)</p>	<p><i>Panel consensus mark</i></p>
		<p>/40</p>

Total Interview Score	/40
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Total Ranking Score	/100
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