

GUIDELINES FOR BECOMING AN ACADEMIC OR RESEARCH SUPERVISORS

Advanced Training in Family Medicine (ATFM) Programme

Towards the MAFP/ icFRACGP Membership Examinations

Criteria for Selection of Supervisors

1. Application as a supervisor is on a voluntary basis.
2. Hold one of the following recognised qualifications:
 - ❖ Member of the Academy of Family Physicians of Malaysia (MAFP);
 - ❖ Fellow of the Royal Australian College of General Practitioners (FRACGP);
 - ❖ International Conjoint Fellowship of the Royal Australian College of General Practitioners (icFRACGP);
 - ❖ Master of Medicine in Family Medicine (MMed Fam Med) or Master in Family Medicine (MFam Med);
 - ❖ Member of the Royal College of General Practitioners (MRCGP); or
 - ❖ Any other postgraduate qualification in Family Medicine recognised by the **National Specialist Registry (NSR) of Malaysia**.
3. Be registered with the **National Specialist Registry (NSR) of Malaysia**.
4. Have a minimum of **FIVE (5) years' experience** in general practice and/or primary care.
5. Be a member of the **Academy of Family Physicians of Malaysia (AFPM)** in good standing. -

Selection Process

1. Applications must be submitted using the prescribed application form available from the AFPM Secretariat.
2. All applications must be accompanied by:
 - ❖ an up-to-date Curriculum Vitae (CV); and
 - ❖ the names and contact details of **two (2) referees**. Referees may be an ATFM Supervisor, an Examiner, or a Fellow of the Academy of Family Physicians of Malaysia (AFPM).
3. Newly appointed supervisors shall undergo a **mentorship attachment (tagging)** with an experienced supervisor for a minimum of **TWO (2)** and a maximum of **THREE (3)** mentoring sessions. At the end of the attachment period, the supervising supervisor shall submit an evaluation report to the Chairperson of the Chapter of Teachers (CoT). Upon satisfactory assessment, the newly appointed supervisor may conduct mentoring sessions independently. The duration of the attachment may be adjusted based on the individual's competency and progress.
4. All supervisors are required to participate in regular supervisor development and training programmes organised by the AFPM.
5. Supervisors are expected to contribute to the ATFM Programme by participating in at least **ONE (1)** Continuous Assessment Workshop and one (1) Clinical Workshop. This includes contributing Applied Knowledge Test (AKT), Key Feature Problem (KFP), and/or Objective Structured Clinical Examination (OSCE) questions, as well as attending the respective question reviews and discussion sessions.
6. Supervisors are expected to:
 - ❖ provide constructive feedback on the ATFM Programme annually; and
 - ❖ submit progress reports on their mentee(s) at least once every **six (6) months**.

NOTE:

**Preference will be given to the MAFP / FRACGP / icFRACGP holders*

1st Revised (14 June 2015) - following AFPM Retreat Meeting on 12-13 June 2015

2nd revision (17 April 2021) - following ATFM Board Meeting

The Academy reserves the right to review the eligibility criteria and make appointments based on the needs of the ATFM Programme.