

# SINGAPORE MEDICAL COUNCIL

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Our ref: SMC 13.1.5

## FOR YOUR IMMEDIATE ATTENTION

11 November 2010

All Registered Doctors on Conditional Registration

Dear Doctor

### LOCUM PRACTICE

1. The grant of your conditional medical registration by the Singapore Medical Council ("SMC") under section 21 of the Medical Registration Act (MRA), allows you to practise only in a designated healthcare establishment under a supervisor<sup>1</sup> approved by the SMC. This is subject to a valid employment contract with the employer stated in your application for medical registration and conditions<sup>2</sup> that were attached to your medical registration.
2. The SMC may cancel the doctor's conditional registration in the event of non-compliance of any of the conditions imposed on your conditional registration.
3. In the interest of public safety, any conditional registrant who wishes to work as a locum must first seek SMC's approval before he or she embarks on such work.
4. The conditional registrant who meets the criteria below may apply to SMC for clearance to work as a locum through his current employer:
  - i) The conditional registrant must already be under L2 supervision; and
  - ii) The conditional registrant must have a separate supervisor assigned to him/her in the department where he/she will be working as a locum.
  - iii) The supervisor must not exceed the supervisory ratio permitted; and

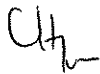
<sup>1</sup> An approved supervisor means a fully registered medical practitioner who is at least Associate Consultant grade & above.

<sup>2</sup> Conditions impose on conditional registration may include but not limited to the following:

- (i) The conditional registrant (C-reg) continues to be employed by the said employer and practises as a medical practitioner (specialist or non-specialist) in the said department of the designated healthcare institution only;
- (ii) The C-reg works on a full-time basis, i.e. a minimum of 40 hours a week;
- (iii) The C-reg works under Level 1 supervision<sup>2</sup> of the approved supervisor. The appointed supervisor must understand his/her supervisory responsibility and adhere to the supervisory ratio outlined in the SMC's supervisory framework. Information of which can be found on <http://www.smc.gov.sg/html/1153709452985.html>. *Prior approval from SMC is required if there is a change of supervisor for the C-reg.*
- (iv) The C-reg will be subjected to close supervision<sup>2</sup> in the first 3 months of his conditional registration;
- (v) The C-reg should not assume supervisory role while on conditional registration;
- (vi) The appointed supervisor, together with the Head of Department, are to jointly submit assessment reports at the 3<sup>rd</sup> month, 6<sup>th</sup> month, and 6<sup>th</sup> monthly regular intervals on the C-reg's performance to SMC promptly;
- (vii) The C-reg will be subjected to multi-rater assessments from 2 peers and 1 nursing staff during the first year of his conditional registration at 6-monthly intervals, and/or when required by the SMC; and
- (viii) The C-reg's performance, based on the assessment and reviews by supervisors &/or healthcare professionals, is considered by the Council to be satisfactory.
- (ix) SMC prior approval is required if the C-reg wishes to take extended No Pay Leave (NPL) for periods exceeding 3 months per year or for any variation to the doctor's conditional registration e.g. change to part time practice or scope of practice, etc.

- iv) The conditional registrant is allowed to locum in public healthcare institutions only.
5. A fee of \$250 is payable for such an application.
6. Please contact the SMC Secretariat at [moh\\_smc@moh.gov.sg](mailto:moh_smc@moh.gov.sg) should you require more information on the application process.

Yours faithfully



DR TAN CHOR HIANG  
EXECUTIVE SECRETARY  
(ADMINISTRATION, REGISTRATION, ACCREDITATION & SURVEILLANCE)  
SINGAPORE MEDICAL COUNCIL

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