Dear Colleagues

Welcome to the Victorian Preparation for Practice Workshop August 2017.

In early 2000, The Younger Fellows Forum identified a need for a workshop to prepare Younger Fellows for professional practice in surgery. The aim of such a workshop was to provide Younger Fellows who are within their first 10 years of Fellowship, an introduction to the planning and ongoing management of non-clinical prerequisites for establishing a professional practice.

Private practice can be daunting for younger fellows who have been supported by the public system for much of their working lives. The decision of whether to divide ones practice between the public and private system, and to what extent, is difficult given the lack of training or experience in private practice for younger fellows. This workshop is designed to address some of the most important issues and practical problems that can arise.

In 2017, we aim to create a comprehensive and interactive two day course addressing practice administration; financial and practice business structures; creating relationships between fellows and referring doctors, staff, private hospitals and private insurance companies; medico-legal aspects; and identifying pressures and strategies to maintain a healthy and balanced lifestyle.

We hope you will all enjoy and gain much benefit from this workshop which was designed by Younger Fellows for the welfare and success of Younger Fellows.

Warm regards

*The 2017 Co-Conveners*

Jason Chuen FRACS
Nicole Yap FRACS
Michael Law FRACS
The Younger Fellows Committee, in partnership with the Victorian Regional Committee, is proud to offer the Preparation for Practice workshop at the College of Surgeons in Melbourne.

**PURPOSE**

The purpose of this two day workshop is to provide surgeons and trainees with information and practical skills to set up private practice.

- To understand issues involved in setting up private practice.
- To acquire practical strategies and tools for practice operation.
- To develop practice framework and improve practice performance.

**WHAT WILL YOU LEARN?**

**CPD FOR FELLOWS**

This educational activity has been approved in the RACS CPD Program. Fellows who participate can claim one point per hour in Maintenance of Knowledge and Skills.

Participation in this activity will be populated into your RACS CPD Online.

**TRADE-SHOW**

The trade show is an important part of the Preparation for Practice workshop. The exhibitors will be show-casing their services and products that may be useful when entering private practice. You are encouraged to visit the exhibition during the breaks.

**Wi-Fi Details**

Choose: RACS guest

Login1: User name: Guest1 Password: college

Login2: Username: Guest2 Password: surgeons
# DAY1: SATURDAY 19 AUGUST, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Name</th>
<th>Company/Solution</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:45</td>
<td>Conveners RACS</td>
<td></td>
<td>Welcome and housekeeping</td>
</tr>
<tr>
<td>9:00</td>
<td>Jason Chuen FRACS</td>
<td></td>
<td>Challenges in commencement of a consultant surgical practice</td>
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<tr>
<td>9:30</td>
<td>Michael Law FRACS</td>
<td></td>
<td>Keeping records - Standards and different types of records</td>
</tr>
<tr>
<td>10:00</td>
<td>Niamh Tobin Genie Solutions</td>
<td></td>
<td>Keeping records - Cloud vs Desktop</td>
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<tr>
<td>10:30</td>
<td>Morning Tea</td>
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<tr>
<td>11:00</td>
<td>Halle Yilmaz Halle Yilmaz</td>
<td>RWS</td>
<td>Private Practice Success Map-Strategic Business Planning</td>
</tr>
<tr>
<td>11:30</td>
<td>Caroline Chaplin RWS</td>
<td></td>
<td>Rooms &amp; Fit Out</td>
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<tr>
<td>12:00</td>
<td>Rod Felmingham TressCox Lawyers</td>
<td></td>
<td>Hiring and Firing</td>
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<tr>
<td>12:45</td>
<td>Lunch</td>
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<tr>
<td>1:30</td>
<td>Yianni Zaparas Zaparas Lawyers</td>
<td></td>
<td>Working with TAC/Workcover</td>
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<tr>
<td>2:15</td>
<td>Chris Ladds MIGA</td>
<td></td>
<td>Social Media Use - risks, pitfalls and benefits</td>
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<tr>
<td>3:00</td>
<td>Afternoon Tea</td>
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<tr>
<td>3:30</td>
<td>Dr Owen Bradfield Avant</td>
<td></td>
<td>Mitigating Risk</td>
</tr>
<tr>
<td>4:15</td>
<td>Jim Tsirtsakis Michael Waycott Bongiorno</td>
<td></td>
<td>Maximising your earnings while in Private Practice</td>
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<tr>
<td>5:30</td>
<td>Day Close</td>
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<tr>
<td>6:30</td>
<td>Dinner at No35 Sofitel (135 Collins Street)</td>
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# Program

## Day 2: SUNDAY 20 AUGUST, 2017

<table>
<thead>
<tr>
<th>Time</th>
<th>Speaker(s)</th>
<th>Organization</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00</td>
<td>Margaret Nash</td>
<td>Practice Manager</td>
<td>Working with Private Health insurers</td>
</tr>
<tr>
<td>10:30 - 11:00</td>
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</tr>
<tr>
<td>11:00</td>
<td>Glenn Fairbairn, Simon Curtain</td>
<td>Hewison</td>
<td>Personal financial planning in private practice</td>
</tr>
<tr>
<td>11:45</td>
<td>Jim Tsirtsakis, Michael Waycott</td>
<td>Bongiorno</td>
<td>Protecting your most important Asset</td>
</tr>
<tr>
<td>1:15 - 2:00</td>
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<tr>
<td>2:00</td>
<td>Malcolm Clark</td>
<td>RACGP</td>
<td>Building a referral base</td>
</tr>
<tr>
<td>2:30</td>
<td>Melanie Tan</td>
<td>Tego</td>
<td>Reports and Courts</td>
</tr>
<tr>
<td>3:15</td>
<td>Anne Moutsos</td>
<td>Ramsay Health</td>
<td>Partnering with Private hospitals</td>
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<tr>
<td>3:45</td>
<td>Conveners</td>
<td>RACS</td>
<td>Q &amp; A / Certificates and evaluations</td>
</tr>
<tr>
<td>4:00</td>
<td>Close</td>
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<td></td>
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</tbody>
</table>
Speakers

**Jason Chuen**
Mr Jason Chuen is a specialist vascular and endovascular surgeon and Director of Vascular Surgery at Austin Health.

In addition to his clinical commitments, Jason has been the Deputy Chair of the RACS Younger Fellows Committee and is the past Chair of the RACS Victorian Regional Committee.

In a previous life he has run an Internet Service Provider and worked as a Network Administrator and database developer. He has an avid interest in applying technology to better surgical practise and along with this has a unique perspective on maintaining security and privacy information systems.

**Niamh Tobin**
Niamh Tobin is a Product Manager at Genie Solutions, a market leader in Australian Medical Software. Niamh holds a Bachelor of Medical Science from University College Cork, Ireland and a Masters of Business Administration (MBA) from University of Queensland, Australia.

As a product manager, Niamh is passionate about creating products that improve the patient experience, and make it more effective for you to serve your patient needs. With a keen interest in innovative technologies, and knowledge encompassing business strategy, product marketing and product development, Niamh’s vision is to create products that are patient centric, providing value for patients, and value for your business.

**Halle Yilmaz**
Working closely with medical practitioners for the last eight years on their personal financial planning, and successful private practice management needs and goals, Halle understands your unique challenges and how to help you overcome them with ease.

She is an experienced financial adviser and business consultant / mentor running her own businesses for over 12 years in Toorak in Melbourne. Prior to that, she held different roles in the corporate world in Australia and overseas. Her uniqueness includes her combination of experience as a financial adviser and a business consultant / mentor as well as being academic. Halle has tutored at RMIT University, and as a member of a committee she has reviewed and developed the Master Degree students study materials of one of Australia’s highly regarded business schools. Currently, while running her businesses, she teaches Master of Financial Planning and MBA students of one of the business schools part time in Melbourne.

Halle holds Master of Finance Degree from RMIT, a Master Degree in International Business Management and Bachelor of Economics from Istanbul University, and Diploma of Financial Planning.

**Caroline Chaplin**
Director and owner of RWS, Caroline Chaplin founded the company with one clear and dedicated vision; to make private practice easier and more enjoyable for doctors:

“Working in the medical industry made it apparent to me that there was limited practice support available for doctors and clinicians. Seeing this gap in the market I set about developing a highly qualified team, who could provide the exact services a private practice required. The goal was to create a one stop shop of practice management services to make practice life easier, more profitable and more efficient. At RWS we are proud of our accomplishments and look forward to working with you to achieve the practice you want.”

Caroline holds a Bachelor of Education along with post tertiary studies in Human Resources / Business Management, Medical Practice Management /Project Management Cert. IV.
Speakers

**Rod Felmingham**

Rod works in the Melbourne office of TressCox Lawyers in Employment law, Medical practice and Health law.

Rod has worked as a senior industrial relations adviser with the Australian Medical Association (Victoria) for 15 years, representing both employers and employed Doctors. During his time with the AMA, Rod represented the AMA in the negotiation of a number of high profile State-wide Enterprise Agreements, culminating in 2013 in a single state-wide Enterprise Agreement covering all senior medical staff in Victorian public hospitals.

Rod’s previous work experience includes working as the Human Resources Manager for an Australian-based international manufacturer, as National Health Industry Co-ordinator for the State Public Services Federation, and as Executive Officer of the industrial union the Medical Scientist’s Association of Victoria, and as an industrial relations adviser in the Victorian Department of Health.

**Yianni Zaparas**

“I have an enormous level of passion for ensuring that our clients get the very best outcomes we can deliver.”

When Yianni Zaparas joined the family business in 2004, it had 10 employees.

Fast forward to today and the rapidly growing firm that bears his family name now has more than 100 employees.

But the work culture at Zaparas Lawyers - and its emphasis on compassion, empathy and hard work has remained unchanged since its earliest days.

Now a Partner, Yianni aims to be involved in every case that comes through the door, always doing his utmost to help and support clients through some of the toughest times they will face.

Fluent in Greek, he is a local soccer fan and a proud member of the Western Bulldogs football club.

**Chris Ladds**

Chris has over 25 years of insurance industry experience and has a broad understanding of the insurance needs of medical practitioners. In his role advising practices and doctors in private practice, Chris combines his experience and knowledge of the medical profession to help his clients understand their insurance needs and provide appropriate protection. He is committed to providing outstanding advice to clients and service that exceeds their expectations.

**Owen Bradfield**

Dr Bradfield graduated with First Class Honours in 2003 from Monash University’s unique combined Bachelor of Medicine/Bachelor of Surgery and Bachelor of Laws double degree. He was awarded the Ebsworth & Ebsworth Prize for Medical Law and the Victorian Institute of Forensic Medicine Prize by the Monash Law School.

Dr Bradfield is a qualified medical practitioner and lawyer. Having completed his articles Slater & Gordon Lawyers in Melbourne, Dr Bradfield now combines his medico-legal work at Avant with clinical work in General Practice. Dr Bradfield represents doctors in various matters, including civil claims, criminal investigations, Coronial inquests and medical board investigations. Dr Bradfield regularly gives medico-legal presentations throughout Australia and is also a Member of Victoria’s Patient Review Panel.
Jim Tsirtsakis

A Director of the Bongiorno Group, Jim Tsirtsakis graduated from Monash University in 1988 with a Bachelor of Business in Accounting and joined the Bongiorno Group in the same year.

With over 28 years of experience in working closely with medical professionals to help them grow and protect their wealth, Jim is a Certified Financial Planner, Chartered Tax Adviser and a member of the National Institute of Accountants (MNIA).

Michael Waycott

Michael has provided accounting and consulting services to the Medical Profession since 1998 and is a Director of the Bongiorno Group.

Michael holds a Bachelor of Business degree (Acct Major), is a member of the National Institute of Accountants (MNIA), and has attained the Diploma of Financial Services (FP).

Michael continues to be a regular presenter with the Royal Australasian College of Surgeons, Australian Association of Practice Managers, Royal Australian College of General Practitioners and the General Surgeons of Australia. Michael presents at various conference and workshops around Australia discussing topics pertaining to finance that are relevant to all medical professionals.

Margaret Nash

Margaret has been managing a successful and growing specialist practice in Geelong for more than 10 years. Starting the practice with her surgeon husband, Conrad Brandt, on their return from the UK, it now includes other specialist and allied health consulting and billing. Currently, the focus within the practice is on a model of care that better incorporates allied health support for cancer patients and establishing how that is best remunerated. The life blood of the practice is, of course, in hospital billing and this is where a large amount of Margaret’s time is currently spent.

Glenn Fairbairn

As well as being a Private Client Adviser Glenn is also an equity partner and Director of Hewison Private Wealth.

Glenn has been with Hewison Private Wealth for over 15 years. He has extensive experience in all facets of financial planning, investment strategy, investment markets and superannuation / SMSF. Glenn is particularly driven by long term partnerships with his clients to provide strategic financial advice.

Glenn is responsible for the team who look after Hewison Private Wealth’s investment research and is a member of the company’s compliance committee. Ensuring Hewisons remain at the leading edge of financial research and regulations is extremely important to him.

Outside of work Glenn is passionate about his family and has a keen interest in health, fitness and combat sports.
Speakers

Simon Curtain

Simon has been a Private Client Adviser with Hewison Private Wealth for over ten years. Working within an independent financial planning practice aligns with his personal values around integrity and ethics. It also means he has the scope to provide his clients with the best solution for them as individuals.

Simon has considerable experience in all facets of financial planning strategy, investment markets, superannuation and financial management. And has had many years of experience in the active management of Hewison Private Wealth’s clients including self-managed superannuation funds (SMSF) and family groups.

Outside of work Simon enjoys spending time with his young family and catching up with friends.

Malcolm Clark

Malcolm has been practicing as a GP in Hawthorn for over 20 years. He works in a small independent practice with 8 GP colleagues, 2 psychiatrists, a psychologist, 2 podiatrists and 4 fabulously organised nurses! He has a special interest in looking after the elderly in the community, teaching medical students at his practice & general practice based research.

He has recently been honoured to have been appointed an inaugural Member of the Melbourne Medical School Academy of Clinical Teachers. He is a University of Melbourne VicReN committee member and had his first paper as co-investigator, published in Australian Family Physician this year.

To ensure diversity, he dabbles in medical journalism, cooking, wine collecting, old-man’s hockey and struggling to keep up with year 12 maths.

Melanie Tan

Dr Melanie Tan is a lawyer and medical practitioner who has worked in legal practice defending medical negligence claims, and as a medico-legal adviser providing advice to doctors. Through her experiences as a clinician, solicitor and medico-legal adviser, Melanie has in-depth knowledge and experience in identifying and improving clinical practice. Melanie continues to practice as a locum doctor in emergency medicine and retains a strong medical network. Melanie is also a guest speaker and media presenter and is currently writing a PhD thesis on concepts of risk in medical negligence across medicine, law and insurance. In her role as Chief Medical Adviser, Melanie is involved in ongoing engagement with the medical profession and facilitates medico-legal and risk education.

Anne Moutsos

Anne Moutsos has senior experience in strategy, marketing, communication and business development having worked the healthcare sector for over 20 years. Following completion of a Bachelor of Science degree and postgraduate qualification in Audiology, she commenced her career in the pharmaceutical industry working with general practitioners and specialists in Victoria and Tasmania. She moved into the private health care sector in 1999, managing marketing and business development projects for a number of private hospitals in Melbourne.

Anne has been with Ramsay Health Care since 2008 and her extensive experience in developing rewarding partnerships with new fellows and established VMOs saw her appointed to the State Business Development Manager position, where she is engaged across their 16 hospitals across Victoria.

Anne continues to work closely with doctors to assist them to identify and establish referral pathways and break ground in their own careers.
The Younger Fellows Committee and the Victorian Regional Committee would like to acknowledge and thank the following supporters:

Major Sponsors

Our Industry supporters

Trade Show Exhibitors

Satchel insert
RACS is the leading advocate for surgical standards, professionalism and surgical education in Australia and New Zealand and is a not-for-profit organisation that represents its members. We recognise the value and role of sponsors in assisting RACS to deliver educational events and we carefully select our sponsors. Any sponsorship agreements entered into with RACS is not an official endorsement of products or services.

Registration information

Registration priority is given to Fellows of the College. In the unlikely event that insufficient registrations are received to make this Victorian Regional Event viable or the date or location of this activity is changed, the College takes no responsibility for additional individual costs incurred as a result. Please refrain from booking flights and accommodation until confirming that the activity is taking place with the Victorian Regional Office.

If a participant cancels their place in this activity the following conditions apply:

- For cancellations greater than four weeks before an activity, participants are eligible for a full refund.
- For cancellations between two and four weeks before an activity, participants are eligible for a 50% refund.
- There are no refunds for cancellations less than two weeks before this Victorian Regional Event although consideration will be given to circumstances of a medical or compassionate nature for which evidence is supplied.
- Please note that dinner cancellations less than 7 days before the event will incur a fee.

While the support of sponsors for this program is greatly valued by the College, the College does not endorse any particular sponsors’ products and Fellows should make their own decisions in this regard.

Photography permission

During this Victorian Regional Event, the College may take photographs and make video recordings of the proceedings and attendees. These photographs and video recordings may be used for the following purposes:

- Reporting on this Victorian Regional Event in College online and hard copy publications
- Marketing future College events, including online and on social media

If you do not wish to be included in a photograph or video please advise the photographer.

The College handles personal information collected by it in accordance with privacy legislation. The College’s privacy policy is located on its website and the Privacy Officer may be contacted at: privacy@surgeons.org with enquiries or complaints.

Venue Information

Royal Australasian College of Surgeons
250-290 Spring Street
Melbourne East, 3002

There is limited parking at the College. Click here to view the Colleges car parking policy and parking.

Further information

Contact details

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Manager, Victorian Regional Office
P: +61 3 9249 1254
E: college.vic@surgeons.org
www.surgeons.org/about/regions/victoria/
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