

About the NTCER

The National Terms and Conditions for the Employment of Registrars (NTCER) is an agreement outlining the minimum employment terms and conditions for GP registrars*. The NTCER covers working hours, education and supervision, remuneration, leave and other matters.

Accreditation standards for training practices require that the terms and conditions in registrar employment agreements must not be less than the NTCER minimum.

The NTCER is not a registered award. Your signed employment agreement is the legal document under which you are employed. The NTCER is negotiated every two years in its entirety (2016, 2018, 2020) by GPRA and General Practice Supervisors Australia (GPSA). Each new NTCER agreement supersedes the previous NTCER agreement.

You can view NTCER resources on our website, including:

- **the full NTCER**
- **an employment agreement template**, using a template ensures you capture all the key terms and conditions in your employment agreement
- **the GPRA Terms and Conditions Benchmarking Report**, providing an overview of typical GP registrar working conditions and wages, employment conditions, billing profiles, earning capacity, and more
- **how to negotiate your employment**, a free webinar for GP registrars.

View these resources online gpra.org.au/ntcer

*The NTCER does not apply to those in community controlled health, Australian Defence Force Registrars, some Aboriginal Medicine Services, and registrars on remediation.



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(03) 9629 8878



enquiries@gpra.org.au



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GPRA is independent from your practice, Regional Training Organisation (RTO) and college. If you encounter issues with your training or employment, GPRA can provide you with independent, confidential advice.

The NTCER

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Essential negotiation checklist

These are the key topics that should be written into a GP registrar's employment agreement.

Working hours

- ordinary hours and days of work
- session times and locations, and administration time
- training and employment load
- on-call, after-hours, additional ordinary hours
- average number of patients per hour

Remuneration

- base salary and percentage of billings or receipts plus superannuation
- payment for ordinary hours
- payment for off-site work including hospital VMO, nursing home and home visits
- payment for after-hours and on-call work
- payment for on-call – on premises and off premises
- frequency of billing and payment cycles
- payment for working on public holidays
- payment for each leave type
- SIP and PIP payments
- any other allowances and expenses

Education and supervision

- protected and non-protected in-practice teaching
- educational release time
- supervision

Leave

- annual leave
- personal leave and carer's leave
- compassionate leave
- study leave
- parental leave

Other matters

- medical indemnity insurance
- personal safety and OH&S
- fatigue management
- restrictive covenants
- renegotiation date
- dispute resolution process
- termination of employment

Don't forget to have a written employment agreement completed, signed and dated by you and your employer, before starting work with a copy retained for your records.

Remember...

When you negotiate your employment agreement, remember:

The NTCER is the minimum; you can negotiate for terms and conditions higher than the NTCER. Negotiate based on the value you bring to your practice; you are more likely to negotiate higher terms and conditions past GPT2/PRRT2.

Negotiate with a win-win attitude; aim for the best possible situation for you and the practice. Practices often operate on a profit margin of about 5 per cent; large increases in your pay can mean big losses for the practice. Be willing to trade or compromise beyond money (for example, offer to work late on Friday if you need to leave early on Monday).

Do not start work at a practice unless you have a signed employment agreement — this protects both you and your employer against employment problems and ensures your expectations are both on the same page.

Do not rely on verbal agreements — get everything in writing; even if it seems small, such as dates for your annual leave or rostering arrangements. Get everything confirmed in writing.

GP registrars are employees — legal advice GPRA has obtained, and information provided by the Australian Tax Office, states registrars are legally viewed as employees; GP registrars should not be engaged as contractors.

On top of your percentage, **you will also get superannuation, annual leave and associated on-costs as an employee.** Annual leave is paid to you upon termination if you do not use it. According to the NTCER, annual leave is paid at your base rate. If you have a fortnightly billing cycle and want to take two weeks annual leave, align your leave with your billing cycle.

Try to negotiate to be paid via billings rather than by receipts. Being paid via receipts means that your income can be spread out over a longer period.

Negotiate a short billing cycle (the amount of time after which your practice calculates your billings/receipts vs your base wage). Shorter billings cycles can be financially advantageous.

Read and understand everything in your employment agreement. Contact your Registrar Liaison Officer (RLO) or GPRA if you do not understand anything.