



Australian Government

**Department of Health,
Disability and Ageing**



BONDED RETURN OF SERVICE SYSTEM (BROSS)

PARTICIPANT USER GUIDE CAREER PHASES AUGUST 2026



Australian Government

Department of Health,
Disability and Ageing



Reporting requirements

As a Program participant, you are responsible for keeping your BRoSS record up to date with certain career milestones, called Notifiable Events.

Notifiable Events

The career milestones you need to report on are detailed in section 15 of the [Health Insurance \(Bonded Medical Program\) Rule 2020](#). You must meet the reporting requirements within a year of each Notifiable Event. We recommend you log into BRoSS annually to ensure that you are meeting your reporting requirements.

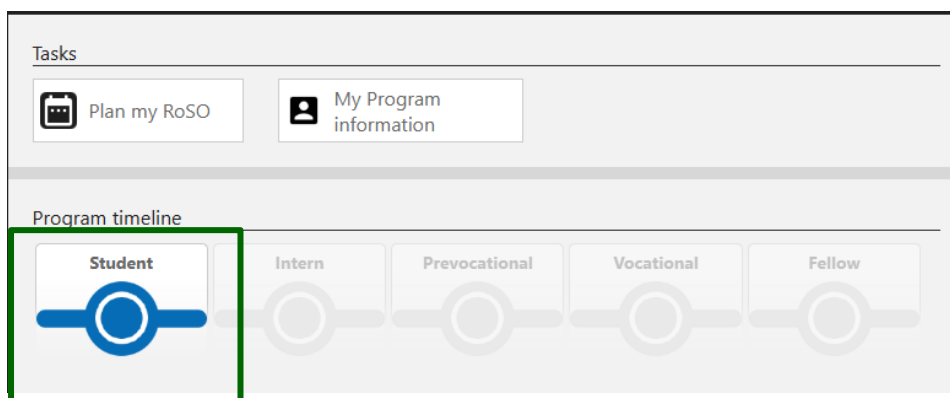
Updating your Student Phase

You must update BRoSS with any change which impacts on the completion time of your course of study in medicine. Evidence must be from the university confirming the change and include:

- your full name
- date of the evidence
- date on which the change takes effect
- confirmation of the medical course semesters you were enrolled in (regardless of pass/fail).

If you do not have a document from your university confirming this, you may provide a statutory declaration that includes this information.

You can update your 'Student' phase with your medical course completion information from your dashboard by clicking on the 'Student' button under the 'Program timeline'.



The 'Student' accordion will open. Click the 'Advise' link on the 'Completion of medical course' tile.



Phase tasks

▼ Student

My RoSO activities

Advisory

☒ Joined Bonded Medical Program
Agreement submitted

☐ Graduation - Deakin University
Doctor of Medicine (MD)

☒ Joined Reformed Bonded Medical Program
05/06/2026
Agreed
View Details

☒ Completion of medical course
Provide evidence of completion of your medical course
Advise

In the 'Advisory: Completion of medical course' complete the mandatory orange fields, upload your evidence and click 'Submit'.

Advisory: Completion of medical course

The following details are required to notify the Program of the successful completion of the medical course.

Dates

Date of evidence19/12/2025

Actual date of completion12/12/2025

Upload evidence

Upload evidence of course completion from the University.

Choose Files

Document 1: Evidence Document.pdfRemove

Planned internship commencement

Internship training starting date goal05/01/2026

Submit

Cancel

Your 'Student' accordion will change to green with a tick and the 'Intern' accordion will now be blue, indicating that this phase is now active.

▼ Student

My RoSO activities

Advisory

☒ Joined Reformed Bonded Medical Program
Agreement submitted

☒ Graduation - Hufflepuff
Bachelor of Potions

☒ Joined Reformed Bonded Medical Program
18/05/2026
Agreed
View Details

☒ Completion of medical course
Actual date of completion: 22/05/2026
Internship training starting date goal: 23/05/2026
Advised
View Details

Messages

> Intern



Entering your Internship Information

You can update your 'Intern' phase with your internship details from your dashboard by clicking on the 'Intern' button under 'Program timeline'. Internship and vocational training sections also have planning dates set. If your plans change, review your record, and amend your planned start or finish date as required.

The screenshot shows a 'Tasks' section with three buttons: 'Plan my RoSO', 'Manage my RoSO', and 'My Program information'. Below this is the 'Program timeline' section, which displays a sequence of stages: Student, Intern, Prevocational, Vocational, and Fellow. The 'Intern' stage is highlighted with a green border and a blue circle, indicating it is the current phase.

The 'Intern' accordion will open. Click the 'Advise' link on the 'Commencement of internship' tile.

The screenshot shows the 'Intern' accordion expanded. It contains two main sections: 'My RoSO activities' and 'Advisory'. Under 'My RoSO activities', there is a tile for 'Internship' with a 'Program event' label. Under 'Advisory', there are two tiles: 'Commencement of internship' and 'Completion of internship'. The 'Commencement of internship' tile has an 'Advise' button highlighted with a green border. The 'Completion of internship' tile also has an 'Advise' button.

In the 'Advisory: Commencement of internship' complete the mandatory orange fields and click 'Submit'.

The screenshot shows the 'Advisory: Commencement of internship' form. It includes a heading 'Advisory: Commencement of internship' and a sub-heading 'Dates'. Below this, there are two mandatory fields: 'Date of internship commencement' and 'Expected completion date'. Both fields have orange borders and a calendar icon. At the bottom of the form, there is a 'Submit' button highlighted with a green border and a 'Cancel' button.



You will be taken back to the 'Manage my RoSO' page, there will now be three dots next to the event title that indicate your internship is activated.

▼ Intern

My RoSO activities

⋮ Internship
Program event

Advisory

📅 Commencement of internship
23/05/2026

📅 Completion of internship
Provide evidence of completing your internship

Advise

Completing your Internship Phase

On completion of your internship training, you will need to update the 'Intern' phase from your dashboard by clicking on the 'Intern' button under 'Program timeline'.

Click the 'Advise' link on the 'Completion of internship' tile.

▼ Intern

My RoSO activities

⋮ Internship
Program event

Advisory

📅 Commencement of internship
23/05/2026

📅 Completion of internship
Provide evidence of completing your internship

Advise



Enter your '**Date of internship completion**' and then your '**Vocational training starting date goal**', which is the date that you think you will commence training with your specialty college. This date can be updated at any time.

Please note, if you do not intend to undertake vocational training, enter a date that falls after your Program completion date to avoid receiving automated reminders.

Click '**Submit**' once completed.

Advisory: Completion of internship

The following details are required to notify the Program of the successful completion of your Internship.

Dates

Date of internship commencement **23/05/2026**

Date of internship completion

Vocational training goal

Vocational training starting date goal

Submit **Cancel**

Your 'Manage my RoSO' page will now show your 'Intern' accordion as **green** with a tick and your 'Prevocational' accordion as **blue** to indicate this phase is now active.

RoSO summary (Weeks)

156.0 remaining

Current 0 Achieved 0

Phase tasks

Guidance: Have you commenced your Vocational training? Upload your evidence as soon as possible.

> Student ✓

▼ Intern ✓

My RoSO activities

Advisory

Internship
Program event

Commencement of internship
23/05/2026

Completion of internship
Completion of Internship: 29/05/2026
Vocational training starting date goal: 01/06/2026

☐ No RoSO activities currently listed

☐ No advisory requirements currently listed

▼ Prevocational ⋮

My RoSO activities

Advisory

☐ No RoSO activities currently listed

☐ No advisory requirements currently listed



Australian Government

Department of Health,
Disability and Ageing



Updating your Prevocational training Phase

There are no notifiable event tiles under your 'Prevocational' phase, however, any RoSO you commence from your internship completion date will show under this accordion.

To view or update your Prevocational' phase information, from your dashboard, click on the 'Prevocational' button under the Program timeline.

Tasks

Plan my RoSO

Manage my RoSO

My Program information

Program timeline

Student

Intern

Prevocational

Vocational

Fellow



Plan my RoSO



Manage my
RoSO



My Program
information

Program timeline

Student



Intern



Prevocational



Vocational



Fellow





Commencing your Vocational Phase

To update your 'Vocational' phase with your training college details, from your dashboard, click on the 'Vocational' button under the Program timeline.

When you start vocational training, additional RoSO locations may become eligible for you. You need to enter your vocational training details so BRoSS can assess whether a location is eligible for you.

The screenshot shows the 'Tasks' section with three buttons: 'Plan my RoSO', 'Manage my RoSO', and 'My Program information'. Below this is the 'Program timeline' section, which displays a sequence of five stages: Student, Intern, Prevocational, Vocational, and Fellow. Each stage is represented by a circle with a checkmark. The 'Vocational' stage is highlighted with a green border, indicating it is the current focus.

The 'Vocational' accordion will be greyed out until you 'Advise' of your 'Commencement of vocational training' by clicking on the 'Advise' link.

The screenshot shows the 'Vocational' phase expanded, displaying a list of activities. The 'Vocational' phase is currently greyed out. Below the phase list, there are two sections: 'My RoSO activities' and 'Advisory'. The 'Advisory' section contains a button labeled 'Advise' next to the 'Commencement of vocational training' activity, which is highlighted with a green border.



Australian Government

Department of Health,
Disability and Ageing



In the '**Advisory: Commencement of vocational training**' page, complete all mandatory orange fields and upload evidence from the medical college that you have enrolled in to undertake vocational training.

Evidence must include:

- date of commencement of vocational training
- anticipated date of completion
- name of the medical college
- type of specialisation.

If you are unable to provide a document with this information, you may provide it in a statutory declaration.

Click 'Submit'.

Advisory: Commencement of vocational training

The following details are required to notify the Program of commencement of vocational training.

Training college details

Qualification code

Name of medical college

Speciality

Qualifications

Vocational training dates

Vocational training commencement date

Expected vocational training completion date

Upload evidence

Provide evidence of commencement of vocational training.

No documents listed



Once completed, the accordion will change to **blue** as it is now your current phase.

The screenshot shows the 'Vocational' phase dashboard. It features a blue header bar with a dropdown arrow and a menu icon. Below the header, there are two main sections: 'My RoSO activities' and 'Advisory'. Under 'My RoSO activities', there is a card for 'Vocational training' (FRACGP General Practitioner) and a button to 'Add another vocational training specialisation'. Under 'Advisory', there are cards for 'Commencement of vocational training' (01/06/2026) and 'Attain medical specialisation' (Provide evidence of attaining Fellowship), with an 'Advise' button. An orange callout box with an arrow points to the 'Add another vocational training specialisation' button, containing the text: 'You can additional specialties by clicking this button'.

Attaining Fellowship – Completing your Vocational Phase

To update your 'Vocational' phase with your fellowship details, from your dashboard, click on the 'Vocational' button under the Program timeline.

Under the 'Vocational' accordion, click on the 'Advise' link on the 'Attain medical specialisation' tile.

This screenshot is identical to the previous one, showing the 'Vocational' phase dashboard. However, the 'Advise' button on the 'Attain medical specialisation' tile is now highlighted with a green rectangular border, indicating the next step in the process.



Australian Government

Department of Health,
Disability and Ageing



The '**Advisory: Attain medical specialisation**' page will open. Enter the date you attained Fellowship and upload evidence from your medical college which must include:

- name of the bonded participant
- name of the medical college
- type of specialisation
- date the specialisation was attained.

If you are unable to provide a document with this information, you may provide a statutory declaration.

Advisory: Attain medical specialisation

The following details are required to notify the Program of the successful attainment of your medical specialisation.

Training college details

Qualification code **FRACGP**

Name of medical college **Royal Australian College of General Practitioners**

Speciality **General Practitioner**

Qualifications **Fellowship of the Royal Australian College of General Practitioners**

Vocational training dates

Date of attainment

Upload evidence

Upload evidence of a medical specialisation qualification.

No documents listed

Click '**Submit**'.



Your 'Manage my RoSO' page will update so your 'Vocational' phase will now be **green**, and your 'Fellow' phase will be **blue**. If you are undertaking a dual specialty, you can add a second vocational training specialisation.

To do this, under your 'Vocational' or 'Fellow' phase accordion, select 'Add another vocational training specialisation'.

Once you begin training for your second specialty, you will need to 'Advise' your Commencement of vocational training as you did for your first specialty and click 'Submit'. Both specialties will now appear on your record.

Locations that are eligible under your second specialty may require you to lodge a location override request. Refer to the [BRoSS Participant User Guide – Return of Service Obligation \(RoSO\)](#) for guidance.

RoSO scaling

A scaling discount may reduce your RoSO by up to 6 months if you meet the requirements set out under section 14 of the [Rule](#).

For scaling to be applied you must have:

- attained fellowship
- completed 104 weeks (2 years) of your RoSO on a full-time basis in locations classified as MM 4-7 (this service does not need to be continuous and can include multiple RoSO events).

After completing the required 104 weeks, any further full-time RoSO in MM 4-7 locations will accrue a scaling discount equal to the time served (for example, one week worked = 2 weeks RoSO).

Please note, if you have opted into the Program from a legacy scheme, any RoSO credited as prior service will not contribute to the scaling benefit.