

## **Australasian Chapter of Sexual Health Medicine**

### **Accreditation Criteria for Sexual Health Medicine Advanced Training Positions**

#### **Background**

Advanced Training in Sexual Health Medicine is supervised by the Training Program Committee in Sexual Health Medicine (TPCSHM). In order to facilitate approval of training programs submitted by trainees, the TPCSHM accredits training sites and positions, and periodically reviews the accreditation to ensure that sites are of acceptable quality and maintain compliance with RACP accreditation standards and requirements.

#### **Purpose of Accreditation of Training Positions**

1. To facilitate approval of training programs
2. To determine:
  - I. the appropriateness of supervision for advanced training;
  - II. Level of clinical workload
  - III. Suitability of infrastructure
  - IV. Opportunities for research and continuing education
  - V. Availability of training in allied components of sexual health medicine
  - VI. Recommendations for improving training
3. To assist trainees to select suitable positions for their training needs.

#### **Accreditation Criteria**

The following criteria will be considered in accreditation of a training position:

##### **Criterion A**

*The trainee shall be provided with appropriate supervision for advanced training.*

- A.1 The advanced training position shall be provided with supervision that meets the specialty specific requirements, including number of supervisors and qualifications for supervisors, as outlined in the training program requirements.
- A.2 The training site must have at least 1.0 full time equivalent (FTE) sexual health medicine specialists as staff members.
- A.3 The sexual health medicine specialists hold FACHSHM.
- A.4 The two appropriate specialists shall provide complete back-up cover for trainees involved in after-hours and on-call work.
- A.5 Supervisors should be trained in the supervision of advanced trainees in sexual health medicine. Supervisors must have attended the RACP [Supervisor Professional Development Program \(SPDP\)](#) at least once every 5 years.

- A.6 Supervisors must support trainees in completing mandatory requirements, including learning, teaching and assessment tools.

## **Criterion B**

*The trainee shall be provided with a sufficient workload of clinical material to support each advanced trainee. A specialist in sexual health medicine shall ensure the trainee is involved in all aspects of the work of the service. This includes regular sufficient numbers of new patients, hospital, ambulatory and community consultations, review consultations, outpatient consultation clinics, inpatients and appropriate procedures such as anogenital biopsy.*

- B.1 The sexual health service should see a minimum of 300 new patients per year per training position. The clinical workload should include enough variety for the trainee to become proficient in managing the differential diagnosis of pelvic pain and other reproductive health issues as well as sexually transmissible infections and HIV.
- B.2 The sexual health service should have an interdisciplinary team to manage patients.
- B.3 The sexual health service should be seeing a minimum of 6 new HIV patients per year per training position, with a clinic caseload of at least 50 patients. The HIV services should include the prescription and monitoring of non-occupational post exposure prophylaxis for HIV and an awareness of the cost-benefit analysis of such treatment.
- B.4 The sexual health service should have at least 1.0 FTE clinical nurse (preferably at nurse specialist level for the purpose of education).
- B.5 The sexual health service should have access to health promotion officers working with high-risk communities such as men who have sex with men, sex workers, injecting drug users or Aboriginal clients.
- B.6 The sexual health service should participate in at least one outreach activity in a community targeting a high-risk population and provide evidence of programs that include preventative health activities such as vaccination against hepatitis and human papilloma viruses.

## **Criterion C**

*The trainee shall be provided with a suitable infrastructure for advanced training.*

- C.1 The training position shall include provision for the trainee to attend regularly scheduled interdisciplinary sexual health clinical meetings (at least one per week), peer-review meetings, and correlative imaging meetings or other methods that can be documented.
- C.2 The training position shall include provision of an appropriate academic environment for advanced training, through direct teaching, access to online and distance learning activities, journal clubs, or other methods than can be documented.
- C.3 The trainee shall be provided with access to a medical library with current books, relevant journals and computer facilities.
- C.4 The trainee shall be provided with online internet access to clinical literature.

- C.5 The trainee shall be provided with opportunities to develop their skills in managing health services through their active participation in the development of rosters, the management of clinical incidents and near misses, the development or review of local policies and guidelines, communication with public health authorities and participation in the development of the local response to increased notifications of STIs or HIV in their local communities and by having the opportunity to act up in more senior positions, when appropriate.

#### **Criterion D**

*The trainee shall be encouraged to undertake research (which can include clinical trials, audits, quality assurance activities) and/or continuing professional development during advanced training.*

- D.1 The training site shall provide opportunities for research in clinical or laboratory aspects of sexual health for each trainee.
- D.2 The trainee is required to complete and submit for assessment, a major research project during the 3 years FTE of advanced training. This is a requirement in line with the RACP [Progression Through Training Policy](#). Submission date is the 15<sup>th</sup> of September in any year before the end of advanced training. Supervision is to be provided by the staff in the department or any other research competent person.
- D.3 There should be a process in place for trainees to attend scientific meetings of local, national and international societies, and to submit abstracts to such meetings.

#### **Criterion E**

*The trainee shall be provided with access to other services such as pathology, radiology, gynaecology, urology, dermatology, pain management, and other specialist services.*

- E.1 The setting will have access to other specialist services such as pharmacy, pathology, radiology, allied health, infectious diseases, respiratory medicine (in particular tuberculosis), psychiatry including neuropsychiatric testing, gynaecology, urology, dermatology, pain management and gastroenterology.

#### **Reporting Process**

Training settings are required to complete and return an Accreditation Assessment Form to the TPCSHM for initial and reaccreditation. Settings are also required to report any changes that may impact accreditation during the accredited time period by completion and submission of a [Change of Circumstance Form](#) to [accreditation@racp.edu.au](mailto:accreditation@racp.edu.au)

A site visit will be necessary to confirm the adequacy of the site. A teleconference may be deemed appropriate in exceptional circumstances.

The report will be considered by the TPCSHM and the accreditation decision conveyed to the setting as soon as possible.

#### **Types of Accreditation**

The TPCSHM accredits training sites and positions in alignment with the training time/professional experience requirements outlined in the [Sexual Health Medicine Advanced Training program requirements](#).

Training program requirements differ depending on the year in which a trainee commenced the training program. Trainees are therefore advised to refer to the handbook that corresponds to the year in which they entered the program for guidance on their training program requirements (for example; location of training requirements, training time/professional experience requirements, supervision requirements, etc.).

Regardless of what a training site may be accredited for, trainees must achieve their training program requirements.

For enquiries about training program requirements, please contact [SHMedTraining@racp.edu.au](mailto:SHMedTraining@racp.edu.au).

### **Accreditation of high caseload General Practices**

High caseload general practices will only be accredited for 80 percent of a trainee's training time as no more than 80 percent of cases would be directly relevant to training in sexual health medicine. This decision is based on the breadth of training trainees received at general practices compared with public clinics. Whether a general practice constitutes a high caseload is to be assessed based on the activity report submitted by the training site as part of the accreditation process. Sixty percent or more consults relating to sexual health/HIV medicine may be classified as a high caseload general practice.

### **Dual Training**

Dual trainees must discuss their training requirements and apply in advance for accreditation of their cross training. Credit will only be granted for up to 12 months of training. The terms can be combined or done concurrently. Completion of a Masters program during advanced training will be considered as concurrent training (that is, trainees must include their Masters study as part of their normal working hours). This must be prospectively approved. These units will have to provide assurance and evidence that adequate training will be provided.

### **Provisional Accreditation**

Provisional accreditation may be granted to sites that are waiting to be reviewed and accredited by the TCSHM through the normal accreditation review process. This is to ensure that existing trainees at the site are not disadvantaged. It is expected that sites that are accepting trainees for the first time will be prioritised for a site visit during the year of that first year of training.

### **Accreditation Cycle**

Sites are reviewed every three to five years, the TCSHM may also undertake a review of a site at its discretion during that cycle, in accordance with the [Monitoring of a Training Provider Process](#).

## **Overseas Advanced Training Positions**

Training obtained overseas is acceptable, provided the proposed training position meets the accreditation criteria. Overseas training sites will be assessed and approved (rather than accredited) based on information provided by the trainee's supervisor/Head of Department in the form of a letter and completion of an accreditation assessment form.

The supervisor will receive copies of the [curriculum and training program handbook](#), which outlines training requirements of the program, for reference. As overseas training is prospectively approved rather than accredited, a site visit will not be conducted.

For enquiries about overseas training, please contact [SHMedTraining@racp.edu.au](mailto:SHMedTraining@racp.edu.au)

## **Appeals Process**

If a training setting is dissatisfied with its accreditation outcome, it should refer to the RACP [Reconsideration, Review and Appeals By-laws](#). If the setting plans to lodge an application for reconsideration, review or appeal of the decision, it must be received within 28 days of notification of the accreditation outcome.

## **RACP contacts**

Training Accreditation Services:  
[accreditation@racp.edu.au](mailto:accreditation@racp.edu.au)

Chapter Office:  
[SHMedTraining@racp.edu.au](mailto:SHMedTraining@racp.edu.au)