



## Standards for the Accreditation of Public Health Medicine Training Settings

RACP Standards	Minimum Requirements for Advanced Training in Public Health Medicine
<b>1. Supervision</b>	
<p><b>1.1</b> <i>There is a designated supervisor for each Trainee.</i></p>	<p><b>1.1.1</b> <i>The site will be overseen by a Supervisor who, under normal circumstances is responsible for supervising no more than two AFPHM Trainees at any time.</i></p>
<p><b>1.2</b> <i>Trainees have access to supervision, with regular meetings.</i></p>	<p><b>1.2.1</b> <i>The Supervisor assists Trainees to develop a learning contract by identifying work-based projects and strategies to achieve these that will enable attainment of the AFPHM competencies.</i></p> <p><b>1.2.2</b> <i>The Supervisor meets regularly (either face-to-face or through telecommunications) with Trainees, at least once every 2 weeks, to review progress towards meeting the learning contract.</i></p>
<p><b>1.3</b> <i>Supervisors are RACP approved and meet any other specialty specific requirements regarding qualifications for supervisors.</i></p>	<p><b>1.3.1</b> <i>The Supervisor meets the AFPHM requirements for Supervisors or Co-supervisors (i.e. if the Supervisor is not a FAFPHM, then the trainee must have a co-Supervisor who is a FAFPHM).</i></p>
<p><b>1.4</b> <i>Supervisors are supported by the setting or network to be given the time and resources to meet Faculty supervision requirements and criteria on supervision.</i></p>	<p><b>1.4.1</b> <i>The setting or network meets AFPHM requirements in providing adequate support for the Supervisor.</i></p>
<b>2. Facilities and Infrastructure</b>	
<p><b>2.1</b> <i>There are appropriate facilities and services for the type of work being undertaken.</i></p>	<p><b>2.1.1</b> <i>Trainees are provided with the following within two weeks of commencement:</i></p> <ul style="list-style-type: none"> <li>• <i>Appropriate software for Public Health purposes, including statistical software when required</i></li> <li>• <i>Access to printing, fax and photocopying facilities</i></li> <li>• <i>Access to rooms for meetings</i></li> <li>• <i>Internet access to common information databases such as the Cochrane database</i></li> </ul>
<p><b>2.2</b> <i>Each trainee has a designated workspace including a desk, telephone and IT facilities</i></p>	<p><b>2.2.1</b> <i>Trainees are provided with the following within two weeks of commencement:</i></p> <ul style="list-style-type: none"> <li>• <i>A dedicated workstation or office</i></li> <li>• <i>A dedicated desk top or laptop computer with access to software for word processing, spreadsheets and databases</i></li> <li>• <i>A work e-mail address</i></li> <li>• <i>Access to a form of telecommunication such as telephone, teleconference or videoconference facilities</i></li> </ul>
<p><b>2.3</b> <i>There are facilities and equipment to support educational activities, such as study areas and tutorial rooms.</i></p>	<p><b>2.3.1</b> <i>Within two weeks of commencement:</i></p> <ul style="list-style-type: none"> <li>• <i>Trainees will have access to resources supporting remote electronic learning when required to work away from the principal training site</i></li> </ul>

<b>3. Profile of Work</b>	
<b>3.1. The setting shall provide a suitable workload and appropriate range of work.</b>	<p><b>3.1.1</b> The work placement will be responsible for public health outputs that are able to contribute to meeting the AFPHM competencies</p> <p><b>3.1.2</b> Ensures that a variety of public health work covering a range of public health competencies is available to Trainees (for example, Trainees should have the opportunity to produce written and oral communications for the organisation)</p> <p><b>3.1.3</b> The work placement provides opportunities for Trainees to become involved in the day-to-day public health issues, and encourages involvement.</p> <p><b>3.1.4</b> The site, as well as the Supervisor, is aware that the employee is undertaking advanced training in Public Health Medicine, and supports the Trainee's professional development by encouraging a respect for the balance of their responsibilities as both an employee and a Trainee.</p> <p><b>3.1.5</b> The Supervisor has access to and is familiar with the AFPHM Curriculum and assessment requirements.</p> <p><b>3.1.6</b> The Supervisor fulfils the requirements of the AFPHM Supervisor role.</p>
<b>3.2 Trainees participate in quality and safety activities.</b>	<p><b>3.2.1</b> The work placement provides Trainees with opportunities for participation in processes to review the quality of public health programs and practice.</p>
<b>3.3 There is the capacity for project work (including research) and ongoing training.</b>	<p><b>3.3.1</b> Trainees are supported in their work on the specific projects described in the learning contract</p>
<b>4. Teaching and Learning</b>	
<b>4.1 There is an established training program or educational activities such as multidisciplinary meetings, academic meetings, rounds, and journal clubs.</b>	<p><b>4.1.1</b> Trainees have access to educational activities on site or an opportunity to attend at an affiliated site.</p>
<b>4.2 There are opportunities to attend external education activities as required.</b>	<p><b>4.2.1</b> Trainees have the opportunity to participate in national and state based learning activities organised by the AFPHM.</p>
<b>4.3 There is access to sources of information, both physical and online, including a medical library or e-library facility appropriately equipped for physician training.</b>	<p><b>4.3.1</b> Within two weeks of commencement, the Trainee will have access to a library facility - either a local area health service, university library or access to an e-library facility.</p>
<b>5. Support Services for Trainees</b>	
<b>5.1 There are workplace policies covering the safety and well-being of Trainees.</b>	<p><b>5.1.1</b> Trainees are aware of and have access to occupational health and safety resources.</p>
<b>5.2 There is a formal induction/orientation process for Trainees.</b>	<p><b>5.2.1</b> Within two weeks of commencement, the Trainee is provided with an orientation to the organisation and to the principle training site</p> <p><b>5.2.2</b> The site will be overseen by an education supervisor who assists the Trainee to participate in the orientation program of the AFPHM Advanced Training Program.</p>