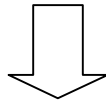


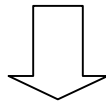
**Flowchart for the Basic Training Programme – For Trainee:**

*(\* For details, please refer to the New Guideline)*

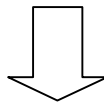
Join the College as a paid up Associate by applying to the Membership Committee



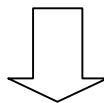
Notify the Accreditation Committee, via the COS/Training Supervisor, for entry to the basic training programme



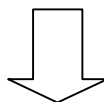
Periodically update the log book and discuss with his/her supervisor on the training programme.



During the three years of basic training the trainee should not be supervised by the same trainer or under any subspecialty training for more than 12 months. He/she should have at least 6 month (but not more than 12 month) of neonatology training.



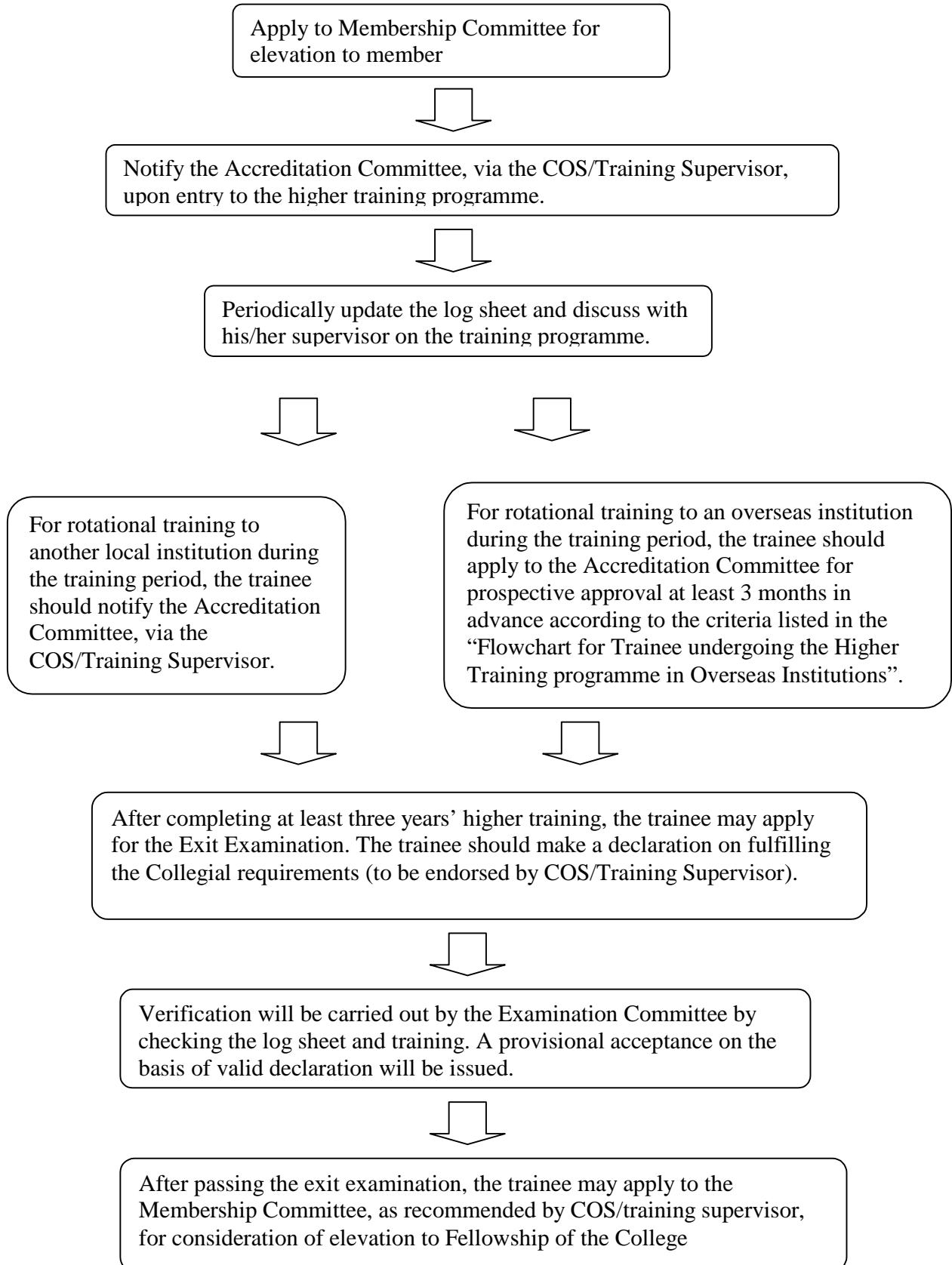
May attempt the Intermediate Examination after eighteen months of basic training. But it is advisable that at least two years of basic training to be completed before taking the Examination.



After completing at least three years' basic training and passing of the Intermediate Examination, the trainee should submit the log book to the Membership Committee for approval and to be considered for elevation to Membership of the College

**Flowchart for the Higher Training Programme – For Trainee:**

*(\* For details, please refer to the New Guideline)*



## Flowchart for the Higher Training Programme in Overseas Institutions –

### For Trainee:

(\* For details, please refer to the New Guideline)

Prospective approval is required

Please supply the following information 3 months before commencement of overseas training:

1. Application letter specifying:
    - a) Period of overseas training and duration
    - b) Subspecialty
    - c) Institution/Training Centre
    - d) Country
    - e) Name of supervisor
  2. Institution information and accreditation status in their respective countries (they should be accredited centres recognized for paediatric training approved by the authorized training body in their countries)
  3. Preliminary Training Programme
  4. Duty roster/Duty during training (advisable)
  5. Recommendation letter from local supervisor
  6. Acceptance letter from overseas training centre
  7. Undertaking by applicant on the status of the institution (that it is a locally accredited training centre for the paediatric training)
- \* Applications would not be processed unless all required documents are submitted with preliminary approval from the COS/Training Supervisor.

All overseas higher training applications should be acknowledged and preliminarily approved by the Hon Secretary of the Accreditation Committee.

The trainee should submit the following information within 3 months upon return from overseas training to the Accreditation Committee for final approval of his higher training at the overseas institution:

1. Application letter
2. Training report by the applicant, including the finalised full training programme
3. Training summary and log sheet, duly signed by the overseas supervisor
4. Summary of project and/or publication achieved during the training period
5. Declaration by trainee that the information submitted is true and accurate
6. Local supervisor's evaluation and together with recommendations towards accreditation

A letter of accreditation will be issued to the trainee as official approval of his period of higher training at overseas institution if all the criteria required by the Accreditation Committee are satisfied.