

Update on Guidelines for Accreditation of Training

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On behalf of Accreditation Committee

Accreditation of Training

Two Levels:

- Basic Training Programme – 3 years
 - Higher Training Programme – 3 years
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- Core programme = 2 years
 - Flexible programme = 1 year

Accreditation of Training

0. General Paediatrics

Subspecialties:

1. Adolescent Medicine

2. Cardiology

3. Clinical Genetics

4. Developmental
Paediatrics

5. Endocrinology and
Metabolism

6. Gastroenterology and
Hepatology

7. Haematology and
Oncology

8. Immunology & Infectious
Diseases

9. Intensive Care

10. Neonatology

11. Nephrology

12. Neurology

13. Respiratory Medicine

Accreditation for Basic Training

- Institution
- Programme
 - trainers
 - trainees

Accreditation for Basic Training

Local Institution:

● *Team*

- Basic unit for training in an institution to identify the number of training teams available.

● *Module*

- Defined as a 6-month period of the trainee programme.

Accreditation for Basic Training

Local Institution:

Duration of recognition for the core programme of 2 years:

Neonatology + 3 functioning teams
= 24 months (4 modules for trainee)

Accreditation for Basic Training

- Local Institution:

- *Function Team**

>10 patients (age: 1 month – 18 years)

<30 patients

*An institution can have one or more teams
(>3 general teams)

Accreditation for Basic Training

- Local Institution:

- *Neonatology Team*

- Minimum delivery rate of 1,400 per annum.
- ICU, disease spectrum, team structure.

(can have >1 neonatology team)

Accreditation for Basic Training

- Trainers:

- *Trainer and Trainee Ratio*

- 1 trainer : 3 trainees (2 basic, 1 higher;
1 basic, 2 higher)

*Family medicine trainees/trainees in other training programme will be counted in the ratio.

Accreditation for Basic Training

- Local Institution:
- *Re-Accreditation (every 5 years)*
 - Documents on changes of clinical services.
 - Documents on changes of supporting services.

Accreditation for Basic Training

- Overseas Institutions:

- Programmes accredited by the postgraduate authorities of the UK, Australia, New Zealand, USA and Canada.
- Reserves the right to write to the supervisors and training authorities.

Accreditation for Basic Training

Trainees:

- a) A paid up Associate.
- b) Must apply within 6 months of joining as a trainee.
- c) Update logbook – verification by the Membership Committee.

Accreditation for Basic Training

- Programme should be continuous.
- *Interruption*
 - Should normally be less than one year.
 - Justifiable reason.
 - Trainee shows intention for further training.

Accreditation for Basic Training

- ***Interruption***

- Any one period of interruption should not be more than 12 weeks without the need for additional training.
- A maximum of 24 weeks of cumulative leave, allowed for 6 years training (i.e. ≤ 12 weeks would be allowed during either the Basic or Higher Training period.)

Accreditation for Basic Training

- ***Interruption***

- Only one period of continuous or cumulative 12-week leave would be allowed during each of the 3-year Basic Training Programme or Higher Training Programme.

Accreditation for Basic Training

● *Interruption*

- Should fulfill the compulsory Basic Training modules, i.e. the 6-month Neonatology and the 6-month MCHC rotation.
- Declaration of any interruption should be made on application for Membership and Exit Assessment.

Accreditation for Basic Training

- 2-year core programme (4 modules of 6 months each):
 - 18 months of *general paediatrics* (3 modules) headed by a different trainer.
 - 6 months of neonatology (1 module).
 - Standardized rotation through different subspecialties for 18 months accepted as core programme (prefer 3 months, definitely < 6 months)
 - Age-orientated wards, evenly distributed age groups rotation.

Accreditation for Basic Training

Two Levels:

- Basic Training Programme – 3 years
 - Higher Training Programme – 3 years
-
- Core programme = 2 years
 - Flexible programme = 1 year

Accreditation for Basic Training

- Entering programme on or after 1st July 2003, 6 months:
 - Mandatory training in Maternity Child Health Clinic.

Accreditation for Basic Training

- Entering programme on or after 1st July 2003:

- **The 6-month flexible programme :**

General paediatrics or any subspecialties including neonatology.

- **Other disciplines:**

Paediatric Surgery, Accident and Emergency Service, Child Psychiatry.

Accreditation for Basic Training

- From 1st July 2005:
 - Successful completion of the Paediatric Advanced Life Support (PALS) Course.

Accreditation for Basic Training

● Overseas Institutions:

- Apply prospectively at least 3 months before the beginning of training.
- May apply for retrospective accreditation training.
- Accreditation Committee may write to the supervisors and training authorities.

Accreditation for Basic Training

Accreditation for Higher Training

- Institution:

- Proper documentation of higher level of responsibility for the trainee (e.g. on call duty list, supervisory or administrative work)

Accreditation for Higher Training

● Trainer to Trainee Ratio:

- Both trainers and trainees, > 50% of the work should be spent in that subspeciality.
Total no. of trainees (1:3) \leq x 2 trainers for that subspeciality.
- The trainer-trainee mapping should be submitted 6 monthly, January and July.

Accreditation for Higher Training

● Overseas Institutions:

- Taking reference from programmes accredited by the postgraduate authorities of the UK, Australia, New Zealand, USA and Canada.
- Reserves the right to write to the supervisors and training authorities.

Accreditation for Higher Training

● Trainees:

- Trainee should be a Member of the College.
- Programme should be continuous.
- Associates must apply to the Membership Committee within 6 months of completion of the Basic Training Programme.

Accreditation for Higher Training

- Programme:

- Higher training in Paediatrics - equivalent to higher training in General Paediatrics.

- For trainee before 1.7.1997:

- Any one subspecialty \leq 12 months.

- 6 months in other institutions.

Accreditation for Higher Training

- Programme:
- For trainee on or after 1.7.1997 and before 1.7.2000:
 - 1 year hospital-based acute general paediatrics with acute emergency hospital admission of children not restricted to any age group or subspecialty.
 - Any one subspecialty \leq 12 months.
 - 6 months in other institutions.

Accreditation for Higher Training

- Programme:
- For trainee on or after 1.7.2000 and before 1.7.2001:
 - 2 years hospital-based paediatrics –
1 year should be in acute general paediatrics with acute emergency hospital admission of children not restricted to any age group or subspecialty.
 - Any one subspecialty \leq 12 months.
 - 6 months in other institutions.

Accreditation for Higher Training

- Programme:
- For trainee on or after 1.7.2001:
 - 2 years hospital-based paediatrics – 1 year should be in acute general paediatrics with acute emergency hospital admission of children not restricted to any age group or subspecialty.
 - Any one subspecialty \leq 12 months, 6/12 months in any one child health related specialties.
 - 6 months in other institutions.
 - The above criteria will be strictly enforced by trainees on or after 1.7.2001.

Accreditation for Higher Training

- Programme:

- MCHC for Higher Training Programme - subjected to prospective accreditation of an advanced programme.

Accreditation for Higher Training

- Overseas Institution:

- Higher training in overseas institutions apply at least 3 months before the commencement.

Accreditation for Higher Training

● Overseas Institution:

➤ *Documents*

- Application letter for approval.
- Period of overseas training and duration.
- Subspecialty, Institution/Training Centre, Country.
- Name of supervisor.
- Institution information.
- Preliminary Training Programme (actively involved).
- Undertaking by applicant on the status of the institution that it is a locally accredited training centre for the paediatric subspecialty.
- Acceptance letter from overseas training centre.
- Recommendation letter by local training supervisor/COS.

Accreditation for Higher Training

- Overseas Institution:

- Submission of the necessary documentation upon completion of oversea training for accreditation will be treated as retrospective accreditation, effective from 1st January 2004.

Accreditation for Higher Training

- Submit within 3 months upon return:
 - Application letter for final approval.
 - Training including finalized training programme and duty roster.
 - Training summary and log sheet, duly signed by the overseas supervisor.
 - Summary of project and/or publication.
 - Declaration information submitted is true and accurate.
 - Local supervisor's evaluation.

Accreditation for Higher Training

● Trainers:

- From 16th March 2004 and thereafter, any Fellows first time trainer as will only be appointed trainer in the Basic Training Programme.
- From 16th March 2004 and thereafter, trainers in both the Basic and Higher Training Programme, will only be appointed if he/she has more than 3 years of clinical experience in an accredited training institution.

Accreditation for Higher Training

- Application for Retrospective Accreditation of Training in Paediatrics:
 - Paid-up Associate or Member.
 - Write to the Honorary Secretary of the College.
 - Redirect the application to the Accreditation Committee.
 - Honorary Secretary of the Accreditation Committee would then send out the standard forms to the applicant.

Accreditation for Higher Training

- Application for Retrospective Accreditation of Training in Paediatrics:
 - The applicant would have to return the application forms with details training and date of passing the Intermediate Examination of the College or its equivalent.
 - Reasons for not applying for prospective accreditation.
 - Would have to declare that no interruption of training.
 - A statement declaring all information supplied are correct.
 - An administrative fee of HK\$10,000.

Accreditation for Higher Training

- Application for Retrospective Accreditation of Training in Paediatrics:
 - Supply the names of 2 Trainers as referees.
 - Supervisor or Head of Department would be requested to certify the training activities.