

AC819 ED TS4 Application

Introduction

The Australasian College for Emergency Medicine (ACEM) accredits emergency departments as training providers for Emergency Medicine Specialists in Australia or New Zealand. Training providers are described as Sites in this application. As part of the implementation process of the new accreditation structure in 2022, any site wishing to be accredited for Training Stage Four (TS4) is required to complete this application.

Applications that are not fully completed will be returned to the Site for completion and the accreditation process will not proceed until fully completed.

Before proceeding with completing this application, please review the following documents which can be found on our website:

- AC808 TS4 Guidelines *****New**
- AC549 FACEM Training Program Site Accreditation—Requirements
- AC550 FACEM Training Program Site Accreditation—Process Guide
- Site FAQs

Once you have completed this application, please submit it via the submit button at the end of the survey.

Please contact the accreditation team via accreditation@acem.org.au if you have any questions.

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Section 1: Site Details

Site contact information

Hospital Name :

Street Address :

Phone :

Name of person filling in this application :

Position :

Email :

Region:

- ACT NSW NZ NT
 QLD SA TAS VIC
 WA

Contact information - Hospital Executive to whom all correspondence will be directed to

Title (eg Dr/Professor/Mr) and Name :

Executive Position (eg CEO, DMS, GM) :

Phone :

Email Address :

Contact information - ED leaders

	NAME	FTE at THIS site	Email
DEM 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
DEM 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
DEMT 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
DEMT 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
DEMT 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
DEMT 4	<input type="text"/>	<input type="text"/>	<input type="text"/>
Local WBA Coordinator 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Local WBA Coordinator 2	<input type="text"/>	<input type="text"/>	<input type="text"/>
Local WBA Coordinator 3	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mentoring Coordinator 1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mentoring Coordinator 2	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 2: Site self-assessment against the TS4 requirements

This is an interim accreditation application and no additional documents are required to be submitted with this application. At your next routine inspection, ongoing accreditation will either be confirmed or declined.

Domain TS4 Leadership and Management

Standard TS4 ED 1.1 Opportunities for Leadership and Management

Criterion TS4 ED 1.1.1 The training site rostering provides opportunities for clinical leadership

Requirement TS4 ED 1.1.1.1 Trainees lead and manage a clinical team/area (manage patients, flow and junior doctors in a specific area such as acute/SSU/fast track) during a shift

Please provide a description of how your site meets this requirement:

Demonstrated by the following below (Please select all that are applicable).

Each Training Stage Four Trainee will:

	Acute Area	SSU	Fast Track	Other area
be allocated to a minimum of 16 day/evening shifts per 6 FTE months which are in-charge shifts for an area (supervised and supported by a FACEM)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
be offered the opportunity to participate on the on-call roster by agreement (optional), and,			<input type="checkbox"/>	<input type="checkbox"/>
				Please Select
have opportunities to lead resuscitation and debriefing sessions				<input type="checkbox"/>
manage patient flow in the department				<input type="checkbox"/>
be involved with creation of tailored management plans for complex and/or vulnerable patients				<input type="checkbox"/>
review admission plans created by junior clinician working in the ED				<input type="checkbox"/>
attend consultants' meetings as the trainee representative				<input type="checkbox"/>
facilitate resolution of conflict involving junior staff				<input type="checkbox"/>

- have opportunities to lead discussions with patients and their family/whanau and/or carers regarding medical decisions and goals for end-of-life care
- be provided with the opportunity to perform these leadership activities during their normal work hours.

Standard TS4 ED 2.1 Scholarship and Teaching
Criterion TS4 ED 2.1.1 The training site provides opportunities to teach junior clinicians¹

Requirement TS4 ED 2.1.1.1: Trainees deliver some formal education sessions and have the responsibility to supervise and teach (a minimum of two (2)) junior clinicians¹ while on shift on the floor

¹Junior clinicians includes JMOs, interns, junior registrars, EMC/D/AD trainees, TS1-2 trainees but excludes medical students

Please provide a description of how your site meets this requirement:

Demonstrated by the following below (Please select all that are applicable).

Each Training Stage Four Trainee will:

	JMO & SMO teaching	EMET	Nursing in-Service	Registrar Weekly Teaching	PE Teaching	Hospital-wide teaching	SIM	Cultural safety Teaching	Other
regularly participate in teaching	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please Select

- have opportunities to provide workplace-based assessments to junior doctors who are not ACEM trainees
- deliver constructive feedback to junior medical staff and peers
- have regular CST for teaching activities
- teach procedural skills
- lead equipment orientation for junior clinicians

Standard TS4 ED 3.1 Quality Management
Criterion TS4 ED 3.1.1 Trainees are involved in quality improvement activities

Requirement TS4 ED 3.1.1.1: Trainees actively participate in QI and QA activities with opportunities to lead (with FACEM support).

Please provide a description on how your site meets this requirement:

Demonstrated by the following below (Please select all that are applicable)

Each Stage Four Trainee will:

	Please select
actively participate in M&M meetings	<input type="checkbox"/>
perform clinical audits	<input type="checkbox"/>
develop Guidelines / protocols	<input type="checkbox"/>
be involved with Risk assessments	<input type="checkbox"/>
develop / review Orientation Manuals	<input type="checkbox"/>
participate in Rostering	<input type="checkbox"/>
involved with management of Patients' complaints	<input type="checkbox"/>
represents ED in hospital-wide quality improvement activity	<input type="checkbox"/>
implement well-being programs	<input type="checkbox"/>
be allocated regular CST to perform these QA and QI activities	<input type="checkbox"/>
Other	<input type="checkbox"/>

Final Comments: