



FACEM Training Program Accreditation Training Stage 4

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Background

The Revised FACEM Training Program and associated Accredited Site Classification System will be implemented for new trainees who commence training in Training Stage 1 in 2022. We are currently finalising the accreditation requirements for Training Stage 4 and are seeking your feedback.

Training Stage 4 accreditation is an additional accreditation level that sites wishing to offer TS4 training must meet. The proposed accreditation requirements for Training Stage 4 are designed to maximise leadership and management experience in TS4 training.

Training Stage 4

Training Stage 4 (the final 12 months of FACEM training of the revised FACEM Training Program) has been designed to enable trainees to focus on the development and consolidation of management and leadership skills. By the end of Training Stage 4, trainees should be competent and confident in operational management of the floor including patient flow, the clinical supervision of junior medical staff, and departmental management encompassing clinical governance and quality assurance.

During Training Stage 4, trainees **must** complete:

- six (6) FTE months in an Emergency Department accredited by ACEM and approved for TS4 training; and
- six (6) FTE months in an elective placement in one or a combination (3 months / 0.5 FTE) of the following:
 - any ACEM-accredited TS4 accredited ED; or
 - a Critical Care placement(s) in Anaesthetics and/or Intensive Care accredited for TS4; or
 - any ACEM accredited non-ED placement accredited for TS4.

Trainees who commence in 2022 will likely not reach Training Stage 4 until 2025 at the earliest. However, the requirements and process need to be determined as soon as possible for the following reasons:

- trainees who are approved for 'recognition of prior learning' may commence TS4 as early as 2024;
- trainees need to be able to plan their training years in advance;
- sites need to be able to plan for and recruit trainees.

Proposed Training Stage 4 Accreditation Requirements

The purpose of these requirements is to provide opportunities for trainees to address the relevant TS4 learning outcomes from the [revised curriculum](#).

TS4 Core and Elective ED

Eligibility requirement: TS4 EDs must be accredited for FACEM training

Three additional requirements are proposed for TS4 EDs (details are provided in the table below):

1. Leadership and Management: Trainees lead and manage a clinical team/area (manage patients, flow and junior doctors) during a shift.
2. Teaching: Trainees supervise and teach junior clinicians* on the floor (a minimum of two (2) e.g. intern and resident); and deliver formal education sessions.
3. Quality: Trainees participate in and lead QI and QA activities.

Domain TS4-ED 1:	Opportunities for Leadership and Management
Standard TS4-ED 1.1:	Clinical Supervision, Management and Leadership
Criteria TS4-ED 1.1.1:	The training site rostering provides opportunities for clinical leadership.
Requirement TS4-ED 1.1.1.1:	<p>Trainees lead and manage a clinical team/area (manage patients, flow and junior doctors) during a shift.</p> <p>Suggested strategies: A minimum number of 16 shifts per 6 FTE months of the TS4 trainee's rostered shifts must be in-charge (supervised or supported by a FACEM) of an area on day/evening shifts (excluding night shifts) proportionally rostered across all areas of the ED with particular focus on those areas affording the best leadership opportunities; participate in on-call roster (optional, only applicable to TS4 trainees - as first on-call for night shift supported by a Fellow as the second on-call).</p> <p>Examples of evidence: Rosters, daily allocation sheet.</p> <p>NOTE: Requirement 2.1.1.2 Trainee participation in the on-call roster (as first on-call for night shift supported by a Fellow as the second on-call) is also being considered as an option for trainees in the last 12 months of late phase Advanced training of the current FACEM Training Program).</p>

Domain TS4-ED 2	Opportunities for Teaching
Standard TS4-ED 2.1	Scholarship and Teaching
Criteria TS4-ED 2.1.1	The training site provides opportunities for TS4 trainees to teach junior clinicians*.

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

Requirement TS4-ED 2.1.1.1	<p>Trainees supervise and teach junior clinicians* on the floor (a minimum of two (2) e.g. intern and resident); and deliver formal education sessions.</p> <p>Suggested strategies: Include trainees in the teaching roster, ensure adequate clinical cover that enables teaching on the floor.</p> <p>Examples of evidence: Teaching roster, education sessions, e.g. EMET; Primary examination teaching; intern, resident teaching, nursing in-service, hospital wide teaching.</p>
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Domain TS4-ED 3	Opportunities for Quality Improvement Activities
Standard TS4-ED 3.1	Quality Management
Criteria TS4-ED 3.1.1	Trainees are involved in quality improvement activities.
Requirement TS4-ED 3.1.1.1	<p>Trainees participate in and lead QI and QA activities.</p> <p>Suggested strategies: Manage M&M meeting process, audit, guideline development, rostering, stakeholder communication and quality assurance.</p> <p>Examples of evidence: Examples include timetables/rosters for QI and QA activities, evidence of how trainees are supported in QI and QA activities (e.g. CST), examples of proposals and/or activities completed by previous TS4 trainees.</p>

TS4 Non-ED

Three additional requirements are proposed for TS4 Non-ED sites (details are provided in the table below):

1. Leadership and Management: Trainees undertake senior leadership roles (at registrar level or above).
2. Teaching: Trainees supervise and teach junior clinicians* on the floor (appropriate numbers where relevant to placement); formal sessions in protected teaching time; other members of the health care team.
3. Quality: Trainees participate in and lead QI and QA activities.
4. Education (as relevant to discipline): Trainees have access to an education program in relevant discipline.

Domain TS4 Non-ED 1	Opportunities for Leadership and Management
Standard TS4 Non-ED 1.1	Governance, Leadership and Management
Criteria TS4 Non-ED 1.1.1	The training site rostering provides opportunities for clinical leadership.
Requirement TS4 Non-ED 1.1.1.1:	<p>Trainees undertake senior leadership roles (at registrar level or above).</p> <p>Suggested strategies (clinical roles): Lead ward rounds, lead team, direct contact with on-call consultant, participate in on-call roster, independently lead outpatient clinic.</p> <p>Examples of evidence: Details of leadership opportunities, in-charge day/evening shifts per week/rotation, rosters.</p>

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

Domain TS4 Non-ED 2:	Opportunities for Teaching
Standard TS4 Non-ED 2.1:	Scholarship and Teaching
Criteria TS4 Non-ED 2.1.1:	The training site provides opportunities for TS4 trainees to teach junior clinicians* and other members of the health care team as relevant to discipline.
Requirement TS4 Non-ED 2.1.1.1	<p>Trainees supervise and teach:</p> <ul style="list-style-type: none"> ○ junior clinicians* on the floor (appropriate numbers where relevant to placement) ○ formal sessions in protected teaching time ○ other members of the health care team. <p>Suggested strategies: Include TS4 trainees in the teaching roster, EMET training, sessions in protected teaching time, simulation sessions, intern and resident teaching, grand rounds and other education in hospital across disciplines, Primary examination teaching, nursing in-service.</p> <p>Examples of evidence: Minimum number of in-charge day/evening shifts per week/rotation, SIM lead, teaching roster.</p>
Domain TS4 Non-ED 3:	Opportunities for Quality Improvement Activities
Standard TS4 Non-ED 3.1:	Quality Management
Criteria TS4 Non-ED 3.1.1:	Trainees are involved in quality improvement activities.
Requirement TS4 Non-ED 3.1.1.1	<p>Trainees participate in and lead QI and QA activities.</p> <p>Suggested strategies: Manage M&M meeting process, audit, guideline development, rostering, stakeholder communication and quality assurance.</p> <p>Examples of evidence: Examples include timetables/rosters for QI and QA activities, evidence of how trainees are supported in QI and QA activities (e.g. CST).</p>
Domain TS4 Non-ED 4:	Education (as relevant to discipline)
Standard TS4 Non-ED 4.1:	Education
Criteria TS4 Non-ED 4.1.1:	There are appropriate educational resources available to trainees.
Requirement TS4 Non-ED 4.1.1.1	<p>Trainees have access to an education program in relevant discipline.</p> <p>Suggested strategies: Protected time for attending relevant education sessions, departmental meetings.</p> <p>Examples of evidence: Timetables.</p>

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

Training Stage 4 Accreditation Process

This section outlines the proposed process for TS4 accreditation. All sites wishing to offer TS4 training must be accredited for TS4. Currently, EDs undergo a 5-yearly cycle of accreditation so a site that is assessed in 2021 will not be assessed again until 2026. An additional process or some form of provisional accreditation is needed for these sites.

The proposed process has undergone careful consideration due to the significant impacts on sites, trainees and stakeholders.

TS4 ED - Remote, paper-based submission for all sites

All EDs will be assessed for TS4 accreditation in late 2021 via a remote, paper-based process. Sites will be advised of the outcome of their application for provisional TS4 accreditation by the end of 2021. This initial remote, paper-based status will be confirmed or revoked at the next scheduled accreditation inspection.

Advantages:

- Sites and trainees are aware of TS4 accreditation prior to commencement of revised Training Program.
- Highlights the purpose to sites and trainees. Enables sites to plan for any alterations needed.

Challenges:

- Considerable additional work for the accreditation team and Subcommittee in a short space of time.

Solutions:

- To mitigate against additional workload for staff, assessors and sites, a simple template will be provided. This template will enable sites to indicate how they will meet the requirements but will not require rosters or other additional evidence to be provided.

TS4 Non-ED

Non-ED training encompasses:

- Sites accredited by ACEM (Cat A and Cat T)
- Sites accredited by other Colleges (including critical care)

1. Sites accredited by ACEM (Cat A and Cat T) - Remote, paper-based submission

All SSPs will be invited to apply for TS4 accreditation in late 2021 via a remote, paper-based process. Sites will be advised of the outcome of their application for provisional TS4 accreditation by the end of 2021. This initial remote, paper-based status will be confirmed or revoked at the next scheduled Cat A FACEM Training Program accreditation inspection. If a trainee is due to commence a position prior to the next scheduled inspection, the site can apply for accreditation prior to the scheduled date.

2. Sites accredited by other Colleges (including critical care) - Remote, paper-based submission

Currently, ACEM does not inspect or accredit positions that are accredited by another College. There is no formal mechanism for tracking changes in other College's accreditation status. It is acknowledged that the onus of responsibility for tracking and advising of non-ED posts is on the DMT/education lead/DEM.

Sites that are accredited by virtue of accreditation through another specialist medical college for a non-ED discipline and wish to be granted TS4 accreditation for it will be able to apply via a remote, paper-based process in late 2021, facilitated by the DMT. Sites will be advised of the outcome of their application for provisional TS4 accreditation by the end of 2021. It is recognised that Non-ED sites are likely to apply via ED that coordinates training placements. Therefore, it is suggested that the accreditation of TS4 Non-ED occurs at the time of the ED accreditation. The initial remote, paper-based status will be confirmed or revoked at the next scheduled FACEM Training Program ED accreditation inspection.

Challenges:

- Significant additional workload for the DMTs.
- Significant additional workload for accreditation team for only a small number of trainees.

Potential solution:

- Link to ED accreditation cycle (with trainee interviews undertaken at a separate time via video due to time constraints on day of ED inspection).

3. TS4 training outside Australia/Aotearoa New Zealand

All TS4 training (ED and Non-ED) must be undertaken in Australia/Aotearoa New Zealand. Trainees who wish to undertake TS4 elective training outside of Australia/Aotearoa New Zealand may apply via the Exceptional Circumstances and Special Consideration policy for consideration by the Specialist Assessment and Training Committee.

Quality Assurance for Training Stage 4 Accreditation

TS4 ED

For TS4 accreditation, EDs will be randomly audited over the accreditation cycle. Sites that are randomly audited will be asked to provide rosters, and to demonstrate that they continue to meet the requirements and support trainees in meeting the learning outcomes. This random audit will involve DEMENTs and trainees providing information on paper that will then be discussed in an online meeting with two (2) members of the Accreditation Subcommittee.

TS4 Non-ED

In the early stages of TS4 training, trainees undertaking non-ED placements will be randomly selected to complete an exit interview or survey, with audit and follow up interviews as part of ACEMs quality assurance process. This could potentially be undertaken via the current annual survey process however an additional survey may be needed due to the timing of the annual survey.