

HEALTH PROFESSIONS COUNCIL OF SA
MEDICAL AND DENTAL PROFESSIONS BOARD
COMMITTEE FOR MEDICAL SCIENCE

DEFINITION OF AND CRITERIA FOR THE RECOGNITION/ACCREDITATION OF A TRAINING FACILITY FOR THE PURPOSE OF TRAINING INTERNS IN THE MEDICAL SCIENCES

DEFINITION

The Board recognizes as an intern training facility, any such single laboratory/facility/department in the disciplines recognized for medical science, for the purpose of its fully accredited intern training programme, subject to complying with the Board's requirements.

CRITERIA

1. The name of the laboratory/facility/department, clearly defined in terms of the medical science disciplines recognized by the Board in terms of the Regulations Relating to Medical Scientists, must be submitted for approval to the Council by the Institution concerned, with the assurance that the facility has full access to the required elements and that it will undertake continued supervision of the laboratory/facility/department.
2. Every approved laboratory/facility/department must have a registered medical scientist and/or specialist as academic head of that laboratory/facility/department for the discipline concerned and he or she must be appropriately experienced for the purpose of the intern education and training requirements.
3. The intern must -
 - a. be appointed by the institution in an approved full-time intern position;
 - b. be registered by the Board as an intern medical scientist in terms of section 61(1)(e) of the Health Professions Act, 1974 (Act number 56 of 1974);
 - c. be educated and trained in a facility for a period of 48 months, unless otherwise recommended by the Board, as determined by the accredited institution and approved by the Board.
4. The duties of the intern must be confined to the field of the relevant discipline and must be arranged, according to the needs of the discipline by the academic head of the laboratory/facility/department to ensure adequate exposure and opportunities for study, discussions and investigations/research.
5. Basic facilities such as laboratories, suitable equipment, the necessary literature and other resources for intern education and training must be available.

6. Both the lecturers/supervisors and the interns shall be fully integrated with the entire education programme of the Institution.
7. Continued recognition as an accredited laboratory/facility/department shall be subject to inspections to be carried out and submission of satisfactory reports as may be deemed necessary by the Board.

ADDENDUM

The following information should be submitted with the application:

1. The purpose of the application should be clearly stated, as well as the discipline or disciplines in which intern training accreditation is sought. Motivate why this is appropriate.
2. The CVs of the training staff, including their qualifications, HPCSA registration, involvement with training, professional society membership.
3. The ratio of students to training staff should be clearly and objectively described. It will depend on the nature of the discipline and the nature and level of the involvement of the training staff. It may be appropriate in some cases to involve external lecturers/trainers.
4. If the application is made from a private institution, it should be clearly documented what their relationship is with an academic institution. It is a requirement that at least some portion of the training of the intern should be at, or in collaboration with, one or more appropriate tertiary institutions with accredited laboratories. If this aspect is not adequately addressed with supporting documentation, the laboratory will not be considered for an accreditation visit.
5. Description of the facilities and equipment for training.
6. Intern Training Program (including desired outcomes and methods of assessment). Please consult the document: Policy regarding intern medical scientists and training of intern medical scientists. Note that intern training records will be examined during the accreditation visit.

Minimum elements of a training program:

- i. Statement of the purpose of the internship in the specific discipline.
- ii. Competencies that the intern should attain during the internship.
 - a. Required theoretical background knowledge.
 - b. Practical training and techniques.
 - c. General training (e.g. good laboratory practice, safety etc.).
- iii. Description of additional activities and approximate timeframe e.g.
 - a. Seminars and journal club.
 - b. Semi-independent research project.
 - c. Ethics and legal issues.
 - d. Quality assurance.
 - e. Computer literacy and competence.
- iv. Continuous assessments (nature and frequency).

- v. Final assessment (in future this will be a national exam)
- 7. Information on accreditation of the laboratory and the nature of the accreditation must be included e.g. SANAS, external quality assurance, following of ISO standards etc.

Applicants should complete the self assessment form and submit it as part of the documentation when applying for accreditation to ensure that they are adequately prepared for the visit.

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