

## Appendix 1

# International Accreditation Standards for Physicianly Postgraduate Medical Education and Training

The Federation of the Royal Colleges of Physicians places patient safety at the core of its training. These standards have been designed to reflect this principle - namely that education and training takes place in an environment where patients are safe, the care and experience of patients is good and education and training are valued. The standards also facilitate an environment which is safe for learning, promotes excellence in patient care, enables multi-professional working and respects the contribution of learners and educators to achieving the outcomes specified by curricula and assessments. These standards are adapted from the General Medical Council's standards for UK medical education and training.<sup>1</sup>

The standards (denoted by an 'S') have been developed around the following *themes*, which collectively form the standards framework:

1. Learning environment and culture
2. Educational governance and leadership
3. Supporting learners
4. Supporting educators
5. Developing and implementing curricula and assessments.

Each *theme* is supported by *requirements* (denoted by an 'R'), which add more context to the principles underpinning the standards and allow for adaption to particular curricula, cultures and other local circumstance.

**October 2018**

---

<sup>1</sup> *Promoting excellence: standards for medical education and training*. London: General Medical Council (2015). <http://www.gmc-uk.org/education/standards.asp> [Accessed September 2015]

## **Theme 1: Learning environment and culture**

This theme supports doctors in training to learn by recognising that their potential to develop the appropriate professional values, knowledge, skills and behaviours is influenced by the learning environment and culture in which they are educated and trained.

Training and education should take place in an environment where patients are safe, the care and experience of patients is good, and education and training are valued.

Leadership at the most senior levels (whether in hospitals where care is provided or in education and training organisations) will determine the culture of an organisation and how well it promotes patient safety and values learning.

### **Standards**

**S1.1** The learning environment is safe for patients and supportive for learners and educators.

**S1.2** The culture is caring, compassionate and provides a good standard of care and experience for *patients, carers and families*.

### **Requirements**

**R1.1** Organisations must demonstrate a culture that allows learners and educators to raise concerns about patient safety, and the standard of care or of education and training, openly and safely without fear of adverse consequences.

**R1.2** Organisations must demonstrate a learning environment and culture that supports learners to be open and honest with patients when things go wrong – and help them to develop the skills to communicate with tact, sensitivity and empathy.

**R1.3** Organisations must demonstrate a culture that both seeks and responds to feedback from learners and educators on compliance with standards of patient safety and care, and on education and training.

**R1.4** Organisations must make sure that learners have an appropriate level of clinical supervision at all times by an experienced and competent supervisor, who can advise or attend as needed. The level of supervision must fit the individual learner's competence, confidence and experience. The support and clinical supervision must be clearly outlined to the learner and the supervisor.

**R1.5** Learners' responsibilities for patient care must be appropriate for their stage of education and training. Supervisors must determine a learner's level of competence, confidence and experience and provide an appropriately graded level of clinical supervision.

**R1.6** Doctors in training must take consent only for procedures appropriate for their level of competence. Supervisors must assure themselves that a learner understands any proposed intervention for which they will take consent, its risks and alternative treatment options.

**R1.7** Organisations must design rotas to:

- a** make sure doctors in training have appropriate clinical supervision
- b** support doctors in training to develop the professional values, knowledge, skills and behaviours required of all doctors
- c** provide learning opportunities that allow doctors in training to meet the requirements of their curriculum and training programme
- d** give doctors in training access to educational supervisors
- e** minimise the adverse effects of fatigue and workload.

**R1.8** Handover of care<sup>2</sup> must be organised and scheduled to provide continuity of care for patients and maximise the learning opportunities for doctors in training in clinical practice.

**R1.9** Organisations must make sure that work undertaken by doctors in training provides learning opportunities and feedback on performance, and gives an appropriate breadth of clinical experience.

**R1.10** Organisations must support every learner to be an effective member of the multi-professional team by promoting a culture of learning and collaboration between specialties and professions.

**R1.11** Organisations must make sure that assessment is valued and that learners and educators are given adequate time and resources to complete the assessments required by the curriculum.

**R1.12** Organisations must have the capacity, resources and facilities (including IT systems to access online learning support and assessments) to deliver safe and relevant learning opportunities, clinical supervision and practical experiences for learners required by their curriculum or training programme and to provide the required educational supervision and support.

---

<sup>2</sup> Handover at start and end of periods of day or night duties every day of the week.

## Theme 2: Educational governance and leadership

This theme aims to ensure that organisations responsible for medical education and training have effective systems of governance in place to manage and control quality.

These systems should provide oversight of learners, treat them fairly, manage their progression and share outcomes of education and training programmes. It also covers the sharing of information between educational and clinical governance systems to make sure that learners have the professional knowledge and skills need to treat and care for patients.

### **Standards**

**S2.1** The educational governance system continuously improves the quality and outcomes of education and training and can demonstrate progress through measurement.

**S2.2** The educational governance system makes sure that education and training is fair to all learners.

### **Requirements**

**R2.1** Organisations that are responsible for educational governance must have effective, transparent and clearly understood governance systems and processes to manage or control the quality of medical education and training.

**R2.2** Organisations must clearly demonstrate accountability for educational governance in the organisation at board level or equivalent. The governing body must be able to show they are meeting the standards for the quality of medical education and training within their organisation and responding appropriately to concerns.

**R2.3** Organisations must regularly evaluate and review the curricula and assessment frameworks, education and training programmes and placements they are responsible for to make sure standards are being met and to improve the quality of education and training.

**R2.4** Organisations must evaluate information about learners' performance, progression and outcomes – such as the results of exams and assessments – to demonstrate fairness.

**R2.5** Organisations must have systems and processes to make sure learners have appropriate supervision. Educational and clinical governance must be integrated so that learners do not pose a safety risk, and education and training takes place in a safe environment and culture.

**R2.6** Organisations must have systems to manage learners' progression, with input from a range of suitably trained individuals, to inform decisions about their progression.

**R2.7** Organisations must make sure that each doctor in training has access to a named educational supervisor who is responsible for the overall supervision and management of a doctor's educational progress during a placement or a series of placements. The educational supervisor regularly meets with the doctor in training to help plan their training, review progress and achieve agreed learning outcomes.

**R2.8** Organisations must have systems and processes to identify, support and manage learners when there are concerns about a learner's professionalism, progress, performance, health or conduct that may affect a learner's wellbeing or patient safety.

**R2.9** Organisations must have a process for sharing information between all relevant organisations whenever they identify safety, wellbeing or fitness to practise concerns about a learner, particularly when a learner is progressing to the next stage of training.

**R2.10** Organisations must make sure that recruitment, selection and appointment of learners and educators are open, fair and transparent.

## **Theme 3: Supporting learners**

This theme aims to ensure that learners receive appropriate educational and pastoral support to be able to demonstrate what is expected of them and achieve the learning outcomes required by their curriculum.

It acknowledges that learners are responsible for their own development and for achieving the outcomes required by their curriculum. This requires them to take part in structured support opportunities. Learners are also expected to make patient care their first concern and to not compromise safety or care of patients through their performance, health or conduct. Learners have a duty to follow the guidance provided by their training providers and to understand the consequences if they fail to do so.

### **Standards**

**S3.1** Learners receive appropriate educational and pastoral support to be able to demonstrate what is expected of them and to achieve the learning outcomes required by their curriculum.

### **Requirements**

**R3.1** Learners must be supported to meet the professional standards and any other standards and guidance required of them to uphold the values and standing of the medical profession. Learners must have a clear way to raise ethical concerns.

**R3.2** Learners must be encouraged to take responsibility for looking after their own health and wellbeing.

**R3.3** Learners must not be subjected to, or subject others to, behaviour that undermines their professional confidence, performance or self-esteem.

**R3.4** Organisations must treat learners fairly and provide them with equal opportunity to learn.

**R3.5** Learners must receive timely and accurate information about their curriculum, assessment and clinical placements.

**R3.6** Doctors in training must have information about academic opportunities in their programme or specialty.

**R3.7** Learners must receive - and be encouraged to act on - regular, constructive and meaningful feedback on their performance, development and progress at appropriate points in their medical course or training programme.

**R3.8** Learners whose progress, performance, health or conduct gives rise to concerns must be supported where reasonable to overcome these concerns and, if needed, given advice on alternative career options.

**R3.9** Learners must not progress if they fail to meet the required learning outcomes for graduates or approved postgraduate curricula.

## **Theme 4: Supporting educators**

This theme aims to ensure that educators are appropriately trained for their role and receive sufficient support from educational institutions to be able to promote and enable effective learning.

Trainers are responsible for engaging positively with learners and are accountable for the resources they receive to carry out their role.

### **Standards**

**S4.1** Educators are selected, inducted, trained and appraised to appropriately reflect their education and training responsibilities.

**S4.2** Educators receive sufficient support, resources and time to meet their education and training responsibilities.

### **Requirements**

**R4.1** Educators must be selected against suitable criteria and receive an appropriate induction to their role.

**R4.2** Educators should be appropriately trained for their role and be regularly appraised against their educational responsibilities.

**R4.3** Organisations should support educators to deal effectively with concerns or difficulties that arise whilst carrying out their educational responsibilities.

## **Theme 5: Developing and implementing curricula and assessments**

This theme aims to ensure that any developments to curricula and assessments meet the standards required at a postgraduate level.

Assessments also need to be delivered according to postgraduate standards.

### **Standards**

**S5.1** Curricula and assessments are developed and implemented so that doctors in training can demonstrate the required learning outcomes at a postgraduate level.

### **Requirements**

**R5.1** Postgraduate training programmes must give doctors in training:

- a** training posts that deliver the curriculum and assessment requirements set out in the approved curriculum
- b** sufficient practical experience to achieve and maintain the clinical or medical competencies (or both) required by their curriculum
- c** an educational induction to make sure they understand their curriculum and how their post or clinical placement fits within the overall programme
- d** the opportunity to work and learn with other members on the team to support inter-professional multidisciplinary working
- e** regular, useful meetings with their clinical and educational supervisors
- f** placements that are long enough to allow them to become members of the multi-professional team, and to allow team members to make reliable judgments about their abilities, performance and progress
- g** a balance between providing services and accessing educational and training opportunities. Services will focus on patient needs, but the work undertaken by doctors in training should support learning opportunities wherever possible.

**R5.2** Assessments must be mapped to the requirements of the approved curriculum and appropriately sequenced to match doctors' progression through their education and training.

**R5.3** Assessments must be carried out by someone with appropriate expertise in the area being assessed, and who has been appropriately selected, supported and appraised. They are responsible for honestly and effectively assessing the doctor in training's performance and being able to justify their decision.

**R5.4** Educators must be trained and calibrated in the assessments they are required to conduct.

**R5.5** Educators should ensure assessments are fair and give all learners equal opportunity to pass.