



RACP
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EDUCATE ADVOCATE INNOVATE

Multi-Campus E-Module



Acknowledgement of Country

We acknowledge the traditional owners and custodians of the lands from which we meet.

We extend our respect to all Aboriginal, Torres Strait Islander, and Māori people - including those present today - and value the importance of their ongoing connection to land, sea, sky, and community.

We pay our deepest respect to Elders past present and emerging. And together we re-state our shared commitment to advancing Aboriginal, Torres Strait Islander, and Māori health and education as core business of the College.

Purpose of E-module



Outline the definition of a Multi-Campus Setting



Provide broad guidance on how to determine if you meet the Multi-Campus Setting Criteria



Outline the accreditation process for a Multi-Campus Setting.

Applicability

This process applies to all Training Providers and all RACP bodies and delegates carrying out RACP Training Provider accreditation for Settings and Basic Training Programs.



INTRODUCTION

Multi-Campus E-Module

This E-module has been developed with the intention to assist Settings in determining whether they meet the multi-campus criteria for the purposes of accreditation.

It is important to note that as operational arrangements of health services and training providers can vary between different jurisdictions, some practicality and flexibility may be required when interpreting the Multi-Campus criteria.

This e-module refers to the accreditation of Multi-Campus Settings that offer Basic Training programs.



SECTION 1

Rationale of Multi-Campus Settings

- Multi-Campus Setting accreditation allows multiple Settings to be accredited as a single Setting. The rationale for this approach is that efficiencies may be gained for those Settings that are centrally managed and operate under a single management system.
- This also allows RACP to administer such accreditation in a coordinated and streamlined manner to reduce duplication and any unnecessary administrative burden.
- Multi-Campus Settings only need to complete one set of Accreditation documents. More details on this is presented later in the E-Module.
- Accreditation of Multi-Campuses is for Setting accreditation only. All campuses in a Multi-Campus Setting receive one Setting accreditation decision.
- A Multi-Campus Setting will receive separate Training Program decisions for each campus.

Rationale of Multi-Campus Settings

A multi-Campus Setting is a training provider that delivers one or more RACP training programs at multiple physical locations (campuses). It functions as one health service delivering healthcare and physician training. One senior management or executive team provides oversight of all administration, financial and operational aspects of all campuses.

In addition, there is a unified management structure across all campuses on the following:

- Supervision
- Education
- Access to patients
- Rostering
- Staff oversight and trainee recruitment.

In summary, a multi-Campus Setting:

- functions as one health service delivering healthcare and training
- is centrally managed by one senior management or executive team providing oversight to all campuses
- may have multiple geographically dispersed physical locations delivering physician training.



RACP Terminology for reference

Health district – One or more health services operating in a geographic region with responsibilities delegated through a health jurisdiction or equivalent.

Health service - A health service led by a senior management team which is responsible for the governance, administration and financial management of one or more service unit(s) providing healthcare and training. Its service units can be in one or more physical locations.

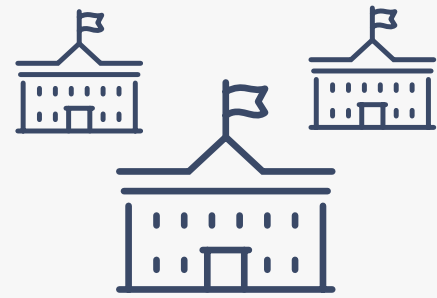
Setting - A separately constituted health service that is accountable for the coordination and delivery of physician workplace training for one or more RACP training programs.

Multi-Campus Setting - is a health service whose service units and training are located at more than one physical location. If a Setting has multiple campuses, the campuses are accredited together.

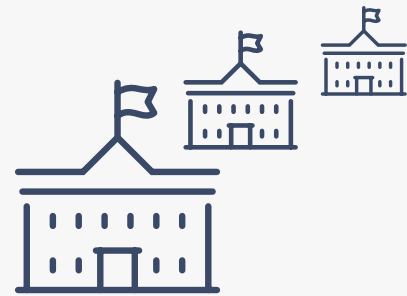
Campus – The physical location where one or more service units provide health care and training.

Training Network – A collective of Training Settings, with a formal agreement, that work together to manage and deliver an integrated Training Program.

How are Multi-Campus Settings Developed



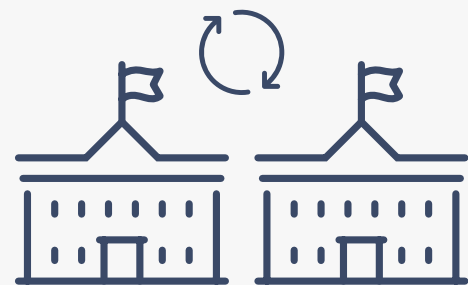
- a.** Major setting with other services offered on smaller campuses or building a campus for a defined purpose.



- b.** A main setting was given oversight of a smaller setting(s). There may be some overlap between the services offered.



- c.** Major setting with other services offered on smaller campuses or building campus for a defined purpose.



- d.** Jurisdictional arrangements to manage delivery of health care at state borders

Multi-Campus Eligibility Checklist

ELIGIBILITY CRITERIA

ELIGIBILITY ASSESSMENT

1. Multiple Campuses

Does the setting have a main campus?

Does your setting have one or more campus(es)?

2. Centralised Management

Does your setting have one senior management team?

Are operational aspects of medical service delivery for all campuses centrally managed?

Does the senior management team oversee the leadership and delivery of medical services across all campuses?

Are trainees orientation centrally organised?

3. Training Program Delivery

Is there a Director of Physician/Paediatric Education (DPE) who oversees the delivery of the Basic Training Program at the main campus?

4. Training and Recruitment

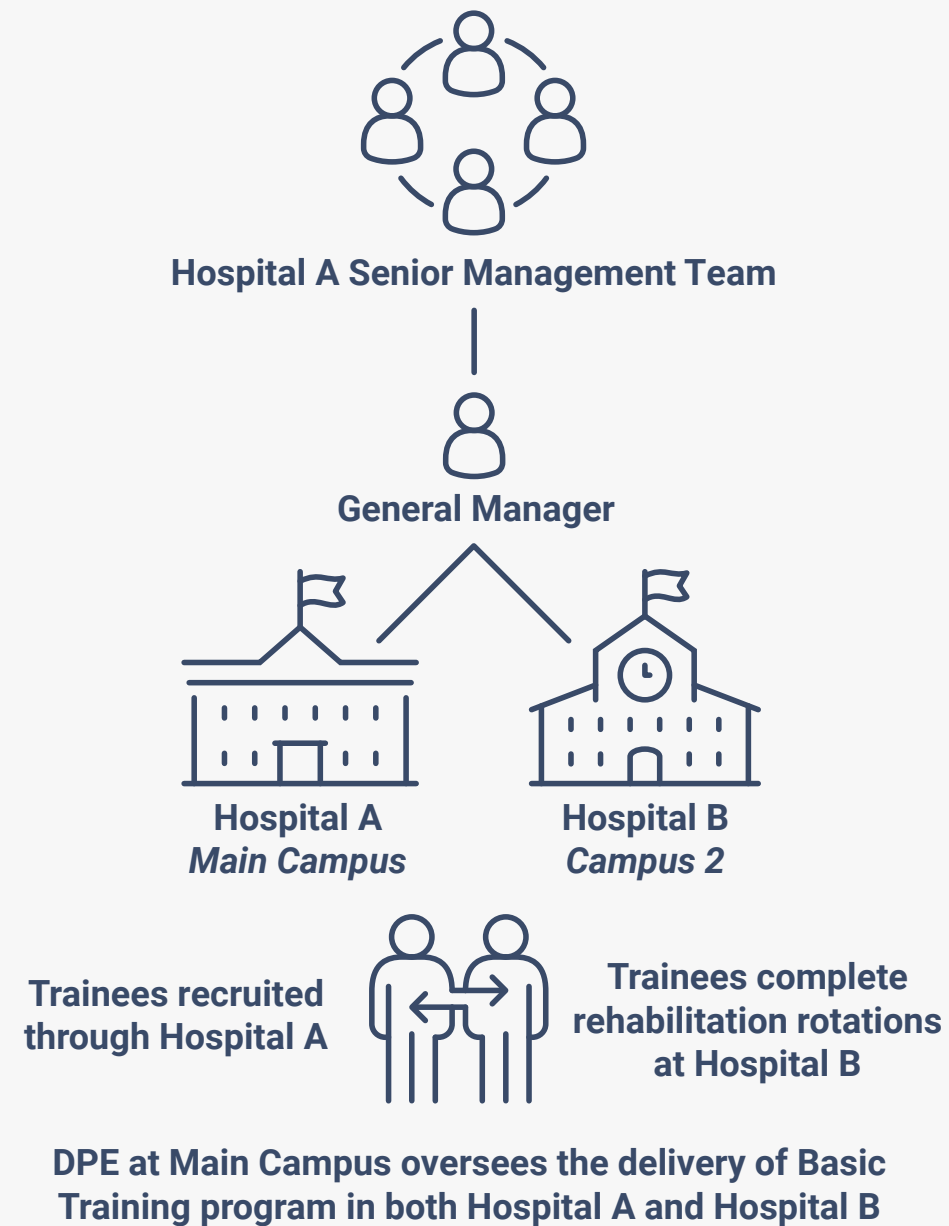
Is the recruitment of trainees centrally managed?

If the trainee recruitment occurs at other campuses, does it follow the same policy as the recruitment for the main campus?

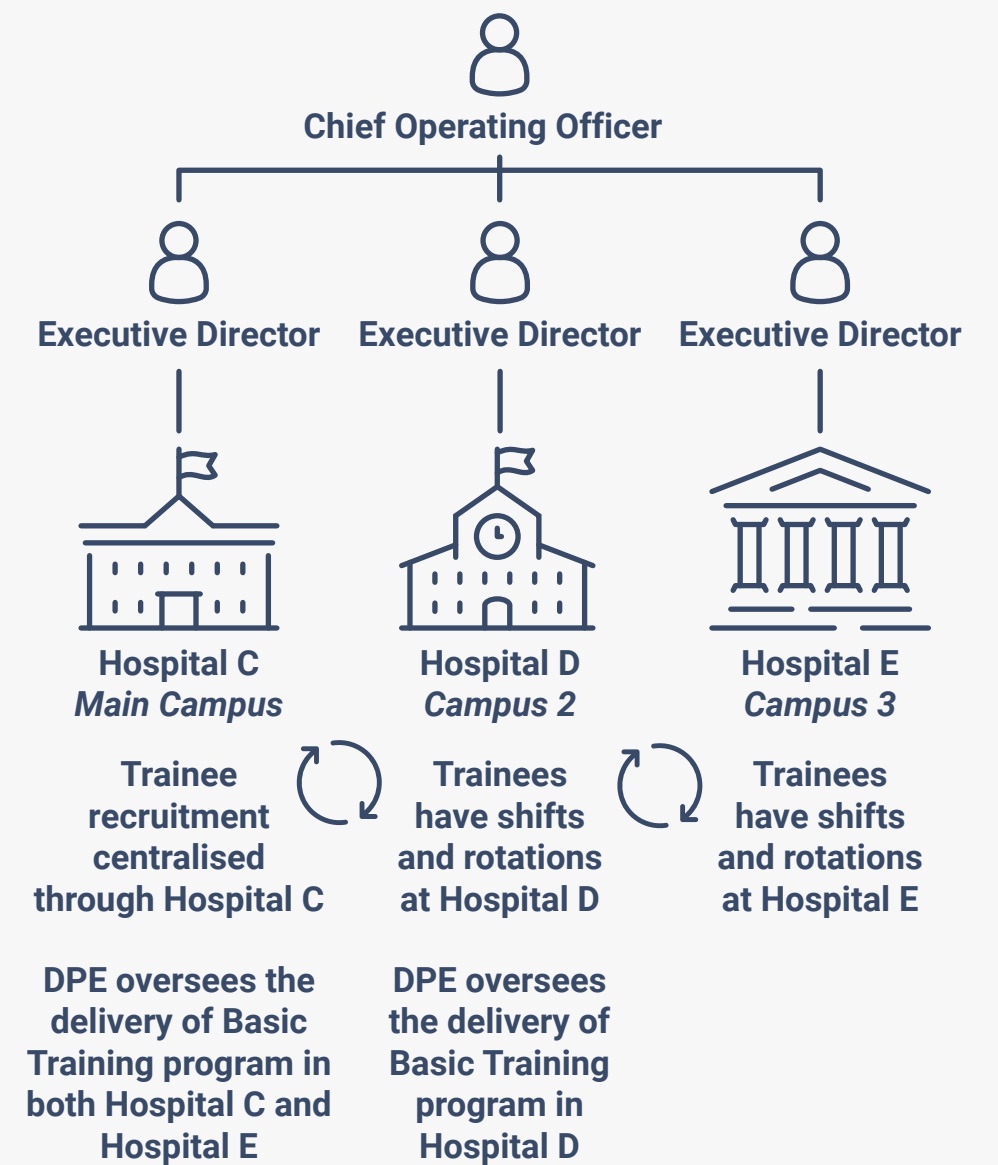
Do trainees have shift or rotations to other campuses?

What does a Multi-Campus Setting look like?

EXAMPLE UNIVERSITY HOSPITAL



EXAMPLE HEALTH SERVICE



Settings are not considered to be part of a Multi-Campus Setting when:



the education, supervision and rostering arrangements of each Setting do not fall under a unified management structure



the administration and management of each Setting is not centralised



there are no consistent policies, requirements or guidance on trainee rosters and rotation allocation across all Settings.

Settings that fall under the same parent organisation (e.g., health districts) but function as distinct entities do not meet the criteria outlined above and therefore cannot be assessed as a multi-campus Setting.

Multi-Campus Accreditation Application and Review

RESPONSIBILITIES OF THE PRIMARY CAMPUS:

To be accredited as a Multi-Campus, a primary campus must first be identified. A primary campus is the Setting where the:

- senior management or executive team is located
- centralised management of all other campuses is coordinated from.

In a Multi-Campus application, the primary campus, along with the other campuses, must provide relevant Setting information (i.e., services, facilities, number of beds, specialty departments). The primary campus is responsible for coordinating the completion of the self-assessment materials for all campuses.

The accreditation visit will occur at the primary Setting where the senior management or executive team and Setting representative(s) will meet with the Accreditation Review Panel. This may include trainees and supervisors from other Adjunct training program (secondment, level 1 or level 1 as part of a network) campuses. Any other Principal training program (level 3 or level 2) campuses will also be visited separately.

Completing the Self Assessment Forms

IF SETTINGS WISH TO BE ACCREDITED AS A MULTI-CAMPUS, THEY MUST COMPLETE:

- Self-Assessment Form Part A - must be completed by the main campus. Appropriate supporting documentation must also be provided.
- Part A – Appendix 1 (Multi-Campus) - must be completed on behalf of all Settings (campuses) that are included in the accreditation application.
- Self-Assessment Form Part B – must be completed on behalf of all Settings (campuses) that are included in the accreditation application.

Completing the Self Assessment Form (Part A)

THE FOLLOWING SUPPORTING DOCUMENTATION MUST BE ATTACHED AS PART OF THE APPLICATION:

- Organisational chart (including roles and responsibilities of the senior management team for all campuses)
- Trainee recruitment process
- Rotation allocation process (including policies, guidelines and evidence on how rostering ensures trainees gain a breadth of experience across campuses).

CAMPUS

A multi-campus Setting is a training provider with one senior management team whose service units are located at more than one physical location. The senior management team is responsible for the delivery, leadership, and governance of medical services for all campuses. Trainee rosters and Basic Training program delivery are managed centrally by the senior management team and the training provider is principally a single Setting with services delivered at multiple sites (campuses).

Are you a multi-campus Setting?

Yes

No

If you have selected no, please proceed to the 'Senior Leadership Team' section.

Do you wish to be accredited as a multi-campus Setting?

Yes

No

If you have selected yes, please provide details below.

If you have selected no, please proceed to the 'Senior Leadership Team' section.

Note: You will also need to complete Appendix 1 (Multi-campus) for each Setting within your multi-campus.

Provide the following documentation to support your multi-campus application

Organisational chart

Trainee recruitment process

Rotation allocation process

| Campus name | Address | Training Program |
|-------------|---------|----------------------|
| | | (Please select one.) |
| | | (Please select one.) |
| | | (Please select one.) |
| | | (Please select one.) |
| | | (Please select one.) |

Completing the Multi-Campus Appendix

Part A – Appendix 1 (Multi-Campus) must be completed on behalf of all Settings (campuses) that are included in the accreditation application.

EACH SETTING (CAMPUS) WILL BE REQUIRED TO PROVIDE THE FOLLOWING INFORMATION:

- facilities and services available
- number of beds
- speciality departments
- hospital admissions
- number of trainees



Accreditation Self-Assessment Form

Part A

Appendix 1 (Multi-campus)

for Setting, Adult Internal Medicine and Paediatrics & Child Health Basic Training Programs


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Completing the Self Assessment Form (Part B)

PART B – STANDARDS AND REQUIREMENTS

Multi-Campus Settings will need to provide one statement for each criterion in blue which outlines how the Multi-Campus Setting meets that criterion. Accreditation of Multi-Campuses is for Setting accreditation only. All campuses in a Multi-Campus Setting receive one Setting accreditation decision.

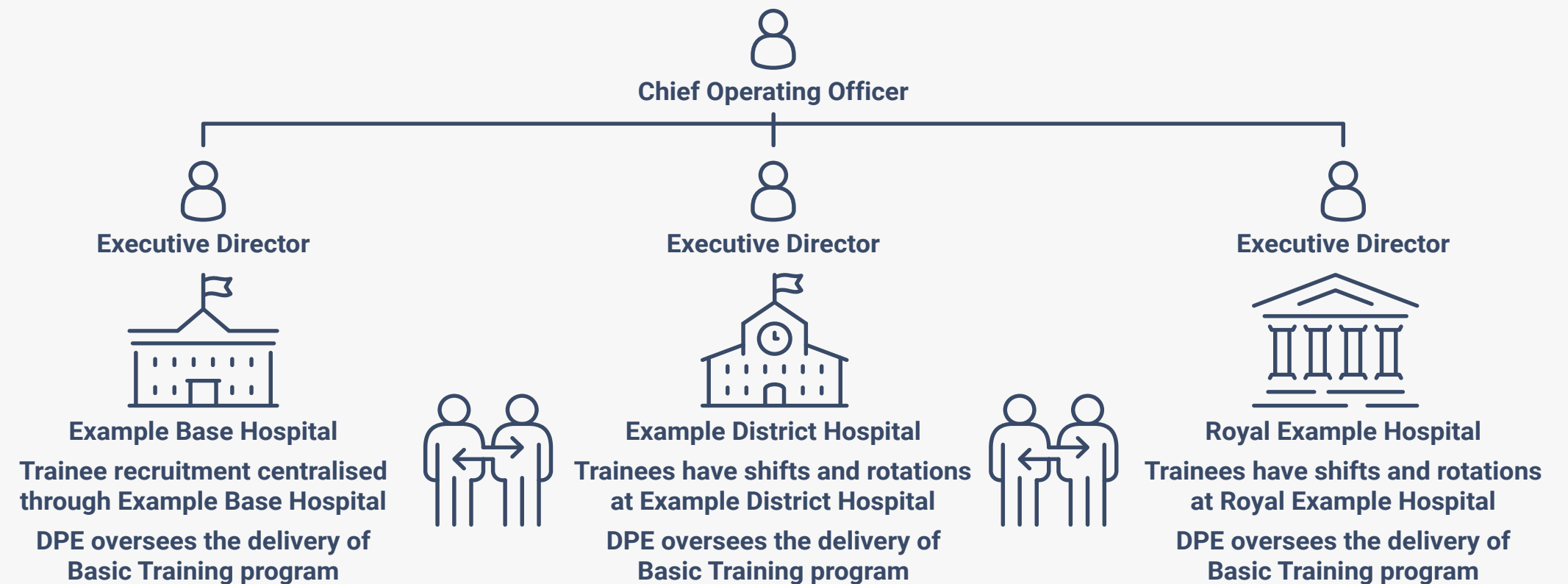
The requirements section in gold is in relation to the Training Program Accreditation so therefore Multi-Campus Settings will need to provide information on how each campus meets the requirement. A Multi-Campus Setting will receive separate Training Program decisions for each campus.

 Supporting documentation required.

| CRITERION/REQUIREMENT | STATEMENT | | RATING | SUPPORTING DOCUMENTATION |
|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|-------------------------------------|----------------------|--------------------------|
| CRITERION 1.1 The Setting has a high standard of medical practice, evaluates its practices, and improves the quality of its service. | Multi-Campus Setting..... | | (Please select one.) | |
| REQUIREMENT 1.1.1 Basic Trainees are involved in patient safety and health quality care activities undertaken by the Setting. | ADULT INTERNAL MEDICINE | Campus A: Campus B: Campus C: | (Please select one.) | |
| | PAEDIATRICS & CHILD HEALTH | | (Please select one.) | |

Scenario 1

- Three hospitals with the Example Health Service deliver the Adult Internal Medicine Basic Training Program – Example Base Hospital, Example District Hospital and Royal Example Hospital.
- The Chief Operating Officer provides oversight of the operation and management of all three hospitals.
- There is an Executive Director responsible for the day-to-day operations and administration of the medical services at each hospital, respectively. All three Executive Directors report to the Chief Medical Officer.
- The recruitment of trainees is centralised with a dedicated role (BPT coordinator) responsible for coordinating and overseeing trainee rosters.
- While there is a DPE located at each hospital, trainees are not restricted in which DPE they wish to communicate or correspond with.
- Trainees receive orientation to the health service centrally with program orientation occurring at the respective hospitals.
- Basic Trainees have shifts and rotations in all three hospitals.



Scenario 1 continued

ELIGIBILITY CRITERIA

ELIGIBILITY ASSESSMENT

1. Multiple Campuses

There are multiple campuses and Example Base Hospital is the primary campus.



2. Centralised Management

The operations and management of the medical services is overseen by the Chief Medical Officer.



3. Training Program Delivery

Three DPE`s provide oversight for the delivery of the Basic Training program.



4. Training and Recruitment

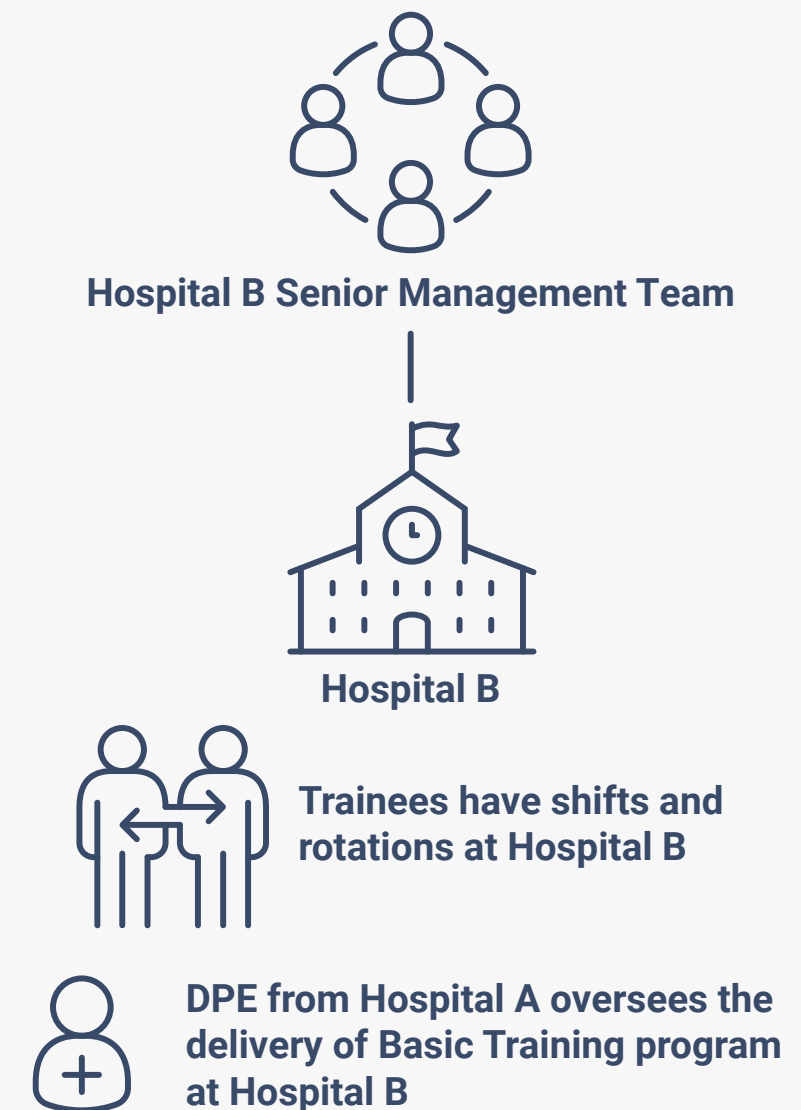
Trainees are recruited centrally and have shifts and rotations in all three hospitals.



Based on the eligibility criteria above, Example Base Hospital, Example District Hospital and Royal Example Hospital can be accredited as a Multi-Campus Setting.

Scenario 2

- Hospital A and Hospital B are part of the Alphabet Health District.
 - Hospital A and Hospital B both deliver the Paediatric & Child Health Basic Training Program.
 - The DPE at Hospital A also oversees the delivery of the Basic Training Program at Hospital B.
- Trainees are recruited through Hospital A and rotate from Hospital B.
 - However, the delivery of medical services at both hospitals is governed by different senior management teams.



Scenario 2 continued

ELIGIBILITY CRITERIA

ELIGIBILITY ASSESSMENT

1. Multiple Campuses

There is no primary campus.



2. Centralised Management

Although both hospitals are part of a health district, Hospitals A and B are governed by different senior management teams.



3. Training Program Delivery

A DPE is responsible for delivery of the AIM Basic Training Program in both hospitals



4. Training and Recruitment

Trainees are recruited centrally through to Hospital A
Trainees rotate from Hospital A to B



Based on the eligibility criteria above, Hospital A and Hospital B are not a Multi-Campus Setting and therefore are not eligible to be accredited as a Multi-Campus Setting.

Scenario 3

- Sample Health is a large public health service in Victoria.
- Sample Health delivers the Adult Internal Medicine Basic Training Program through three of its hospitals – Sample Medical Centre, Sample Hospital and Sample Base Hospital.
- Sample Health's executive team is responsible for the strategic direction of all three hospitals, and a Chief Operating Officer is responsible for overseeing the operations of all three hospitals.
- The administration of the Basic Training Program occurs centrally through Sample Medical Centre, and administration staff is responsible for trainee recruitment and rotation allocation.
- There is a DPE, as well as Deputy DPE who are both responsible for overseeing training program delivery at all three hospitals.



Scenario 3 continued

ELIGIBILITY CRITERIA

ELIGIBILITY ASSESSMENT

1. Multiple Campuses

There are multiple campuses and Sample Medical Centre is the main/primary campus.



2. Centralised Management

A Chief Operating Officer is responsible for overseeing the operations of all three hospitals.



3. Training Program Delivery

A DPE and Deputy DPE is responsible for delivery of the Basic Training Program at all hospitals.



4. Training and Recruitment

Trainees are recruited centrally through to Sample Medical centre.

Trainees have shifts and rotations at Sample Hospital and Sample Base Hospital.



Based on the eligibility criteria above, the hospitals at Sample Health can be accredited as a Multi-Campus Setting.

Scenario 4

- Vantage Hospital is a large regional hospital in Queensland currently accredited to deliver the Adult Internal Medicine Basic Training Program.
- Vantage Hospital has built a new facility 10km down the road.
- The new facility known as Viewpoint Hospital will deliver specialist services, such as palliative care and rehabilitation care.
- A general manager oversees the operations of both Viewpoint and Vantage Hospitals, and the governance and leadership of both hospitals fall under one senior management team.
- Viewpoint Hospital offers a 3-month rotation to Basic Trainees, and currently, two basic trainees rotate from Vantage Hospital for a 3-month rotation in rehabilitation.
- Trainees are recruited from Vantage Hospital and rotate to Viewpoint Hospital to their rehabilitation rotation.
- The DPE at Vantage Hospital also oversees the program delivery at Vantage Hospital.



Scenario 4 continued

ELIGIBILITY CRITERIA

ELIGIBILITY ASSESSMENT

1. Multiple Campuses

There are two hospitals - Vantage and Viewpoint Hospital



2. Centralised Management

A general manager is responsible for overseeing the operations of both Vantage and Viewpoint Hospitals.



3. Training Program Delivery

A DPE oversees the program delivery at both Vantage and Viewpoint Hospitals.




4. Training and Recruitment

Trainees are recruited centrally through vantage hospital.
Trainees have shifts and rotations at Viewpoint Hospital.



Based on the eligibility criteria above, both Vantage and Viewpoint Hospitals can be accredited as a Multi-Campus Setting.



Multi-Campus Setting and Training Network

Settings that meet the RACP's definition of Multi-Campus may at the same time belong to a training network. This means that Settings may be accredited as a Multi-Campus Setting within a training network.

For these Multi-Campus Settings, the responsibility for trainee recruitment and rotation allocations falls to the training network.

The next slide provides an example of an overview of a Multi-Campus Setting within a training network. In this example, Great Hospital and Amazing Hospital can be accredited as a Multi-Campus Setting as it meets the criteria and definition.

More information about training network accreditation will be provided during the implementation of Phase 2.

Multi-Campus Setting and Training Network continued

SUPER AWESOME BASIC PHYSICIAN TRAINING NETWORK

- Stunning Hospital
- Supurp Hospital
- Breathtaking Hospital
- Great Hospital
- Amazing Hospital

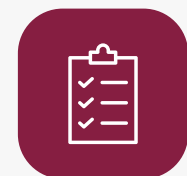
Also a multi-campus



Training network recruit BPT positions and allocate rotations



DPEs funded through the Setting



There is memorandum of understanding between Settings on training program delivery



There is a training program governance framework



Trainees recruited through training network



Trainees recruited through training network

DPE at Great Hospital oversees the delivery of Basic Training program

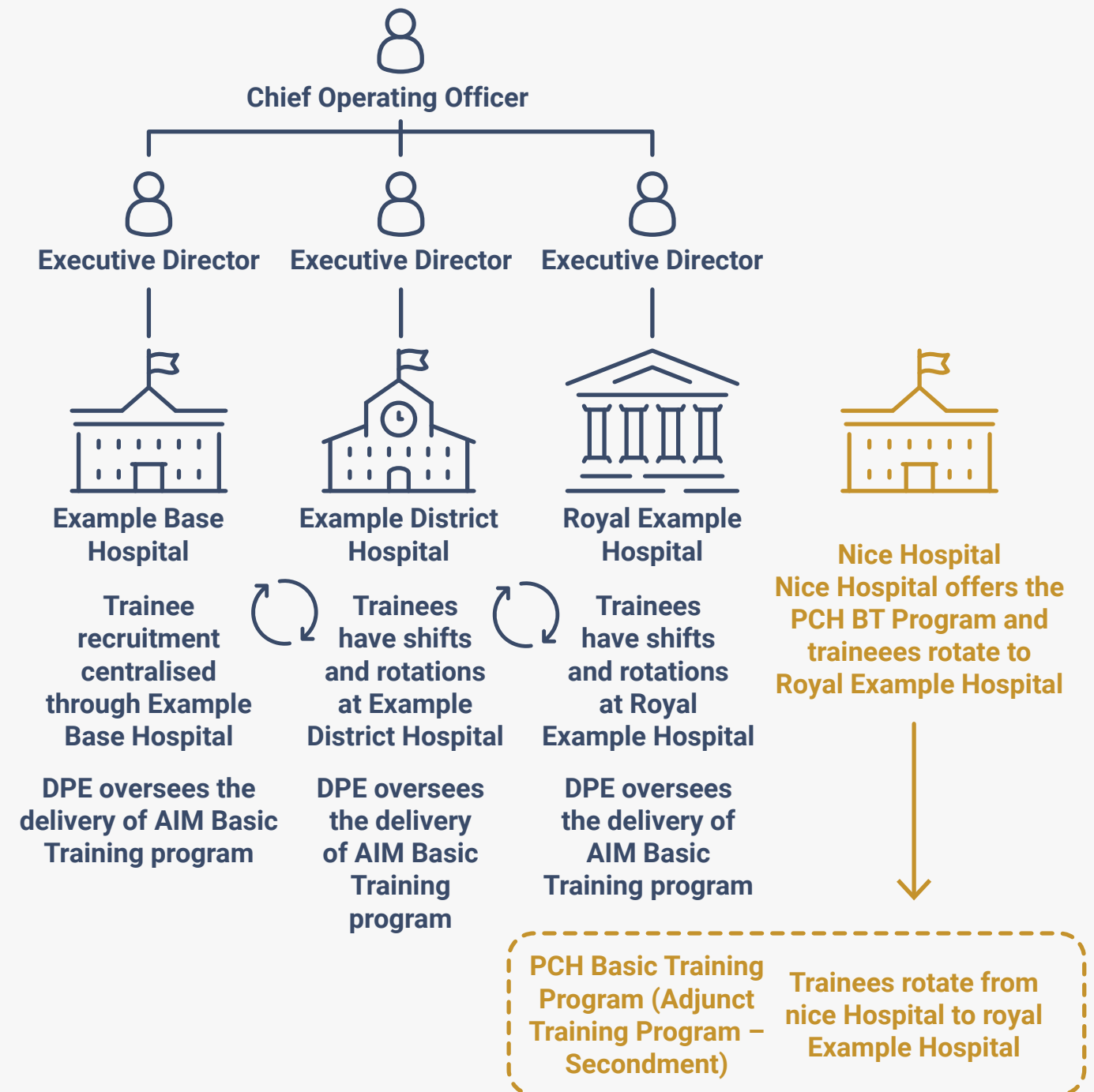


DPE from Great Hospital oversees the curriculum delivery and supervision of Basic trainees at Amazing Hospital

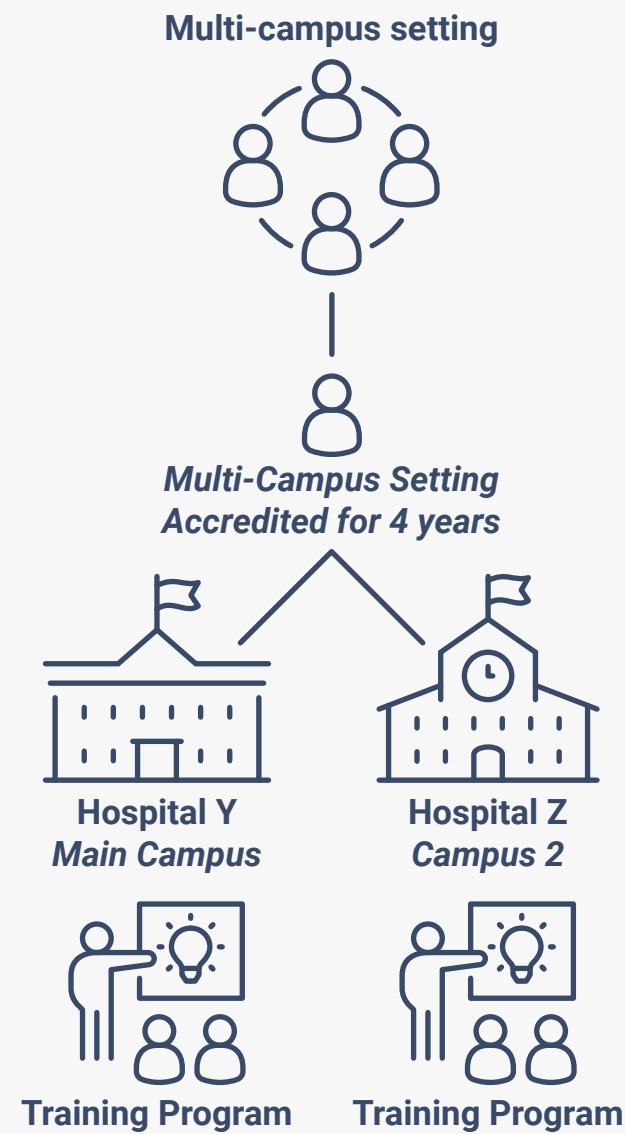
Multi-Campus and Joint Setting Accreditation

A campus within a Multi-Campus Setting may also offer both Adult Internal Medicine and Paediatrics & Child Health Basic Training Programs. Where a Multi-Campus setting is not within a formalised training network, these programs may be accredited jointly.

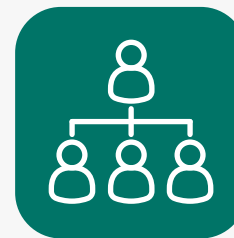
In this case, the campus (Royal Example Hospital) will undergo accreditation jointly, where the DPEs from both training programs will be present during the accreditation review of the Multi-Campus Setting.



A quick review...



One Part A and B plus Appendix 1 with information from all campuses are required



Trainees and supervisors from all Adjunct training program (Secondment, Level 1, Level 1 as part of a network) campuses to attend interviews at main campus. All principal training Program (Level 2, Level 3 campuses will have a site visit.



Accreditation of Multi-Campuses is for Setting accreditation only.



All campuses in a Multi-Campus Setting receive one Setting accreditation



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