

# New Zealand College of Public Health Medicine

## Information about the Public Health Medicine Training Programme

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## INTRODUCTION

The following information aims to provide medical graduates interested in undertaking vocational training in public health medicine with a basic overview and description about the training programme provided by the New Zealand College of Public Health Medicine.

The New Zealand College of Public Health Medicine (NZCPHM or the College) conducts training and assessment to qualify medical graduates to become Public Health Medicine Specialists and Fellows of the College.

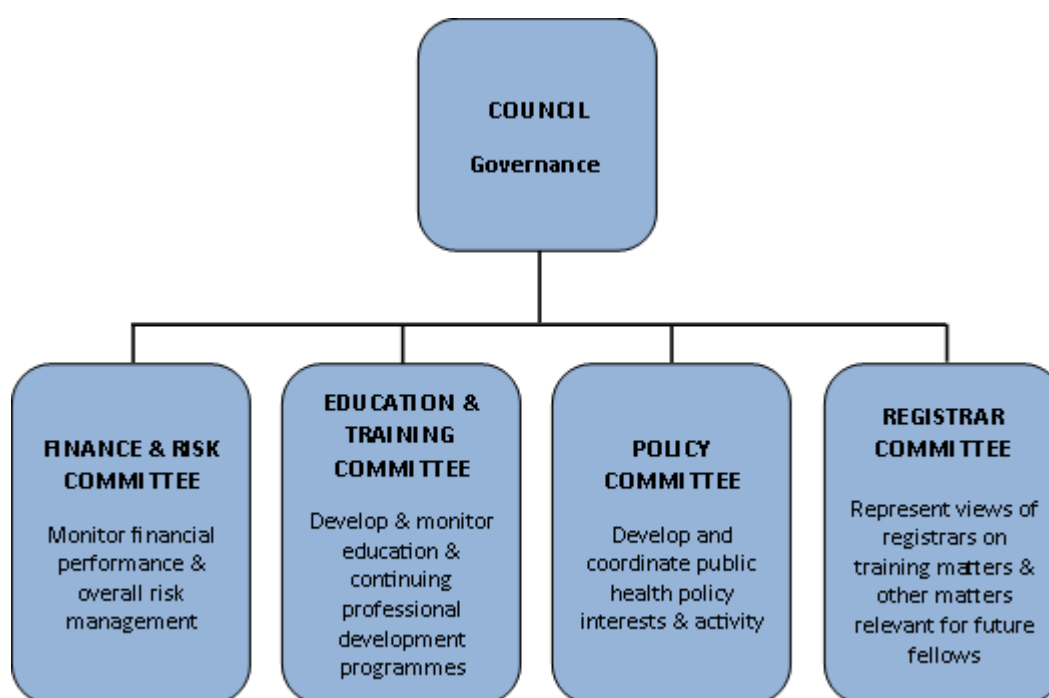
The College's training programme is accredited by the Te Kaunihera Rata o Aotearoa | Medical Council of New Zealand (Medical Council or MCNZ) and its management overseen by the College's Education and Training Committee. Admission to Fellowship certifies the medical graduate as trained and qualified to work as an independent practitioner in the practice of Public Health Medicine.

## Organisational Structure

The role of the College includes the setting and maintaining of standards for training, assessment and recertification of Public Health Medicine, and advising the Medical Council on matters of vocational registration in Public Health Medicine. NZCPHM is governed by a Council which is supported by three subcommittees: Education and Training, Policy, and Finance and Risk. These committees undertake the majority of the developmental work of the College, and each is chaired by a senior Fellow. College Council has responsibility for approving the standards and policies recommended by these committees. A fourth subcommittee, the Registrar Committee, has a different focus which is to represent Registrars on matters pertaining to education and professional issues. The objects of the each of these committees are summarised in the College's organisational chart presented below.

Figure A

### The New Zealand College of Public Health Medicine



With respect to the training programme, the curriculum, management and Fellowship applications are managed by the Education and Training Committee. This Committee is made up of Fellows appointed by the Council, with external expertise in education appointed as required. To ensure quality training this Committee offers advice, standards, curricula, mentoring and workplace training accreditation to help registrars and their supervisors cover the large amount of work needed to attain and maintain competency in the practice of Public Health Medicine, and to attain Fellowship of the NZCPHM.

# OVERVIEW OF THE PUBLIC HEALTH MEDICINE TRAINING PROGRAMME

## Training Programme Structure

The Training Programme has two phases, Basic Training and Advanced Training. The Programme is full-time and continuous, except by application for part-time training or leave from the programme and involves three years and nine months (195 weeks) of study.

The minimum a registrar may train at is 0.5 full time equivalent (FTE) in Basic Training and 0.4 FTE in Advanced Training.

Irrespective of whether the Training Programme is undertaken full time or part time, all registrars must achieve all the core skills, demonstrate the professional attributes, and pass all summative assessments within 10-years in order to be able to apply for Fellowship and vocational registration in the scope of public health medicine with the Medical Council. Any time credited in recognition of prior learning will be deducted from the 10-year time limit.

Registrars who are unable to complete the requirements of the Training Programme within the 10-year period are not eligible to continue in training.

Basic Training requires 16 months (69 weeks) of full-time study to enable a registrar to undertake a formal university qualification in public health. The courses approved for this purpose are the Masters of Public Health degrees offered by the University of Auckland and the University of Otago. In addition, participation in some College-led training activities is required.

Advanced Training (29 months Full Time Equivalent, or 126 weeks) requires a registrar to be employed in a minimum of three training sites, usually for a minimum of six months at each. Refer to the Training Curriculum for full details. Accredited worksites for training are organised into three categories and registrars are expected to train at one worksite from each:

- those offering a placement working alongside a Medical Officer of Health in a local office of the National Public Health Service – this is a compulsory placement for a minimum of six months full-time equivalent. Registrars may be required to move from the main centres, i.e., Wellington and Auckland, to more regional areas e.g., Hamilton, Dunedin, Hawke's Bay, to undertake the compulsory placement;
- central health sector organisations, which offer other positions in the National Public Health Service, and Te Whatu Ora, Manatū Hauora, and crown entities (such as Health Quality & Safety Commission and Pharmac); and
- worksites which either focus on community engagement and local delivery or are non-health sector organisations or government agencies. These include Māori and Pacific providers, and others that work with Primary Health Organisations, localities, and local government. Universities also fall into this category.

During these placements registrars undertake a combination of service work plus specific project work. The Advanced Training programme involves continuous review and support from workplace supervisors (WPS) and Training Programme Supervisors (TPS).

Registrars are required to work alongside a Workplace Supervisor throughout their training, i.e., the Workplace Supervisor should work onsite in the same organisation as the registrar. For registrars who are towards the end of their training an off-site Public Health Medicine Specialist will be considered if there is no-one onsite who is suitable to fulfil this role. During Basic and Advanced Training, a registrar has access to ongoing training activities such as College-led training days and virtual training sessions.

## Applying for Training

The minimum entry requirements for medical practitioners wishing to apply for Public Health Medicine training are:

- current general registration with the Medical Council;
- a current Practising Certificate;
- at least two years' postgraduate experience in medicine;
- New Zealand citizenship or permanent residency; and
- completion of a formal application and documentation to the College.

Application requires the submission of a short reflective piece of writing on why public health medicine is the applicant's chosen career, a curriculum vitae, and certified copies of relevant certificates. From this information, applicants are short-listed and invited for interview. Applicants will need to demonstrate some understanding and knowledge of public health at interview. Successful applicants will be offered a position on the Training Programme subject to receipt of a satisfactory Certificate of Professional Status from the Medical Council and any other regulatory body that they have been registered with within the last five years.

For successful applicants, the training usually begins in late February or early March of the following year.

Application for entry to the programme at Advanced Training is open to candidates outside the programme if they have completed MPH papers and a dissertation as approved by the Training Programme. The standard application process (as outlined above) applies.

Applicants wishing to dual train in Public Health and another scope may do so with permission from Health Workforce, Te Whatu Ora, which is sought through the College office. Applicants wishing to dual train are advised to contact the College office to discuss the options available.

## Assessment

A range of assessment tools are utilised by the Training Programme.

- Basic Training – The required University assessment processes for the Diploma/Masters of Public Health apply. The College's minimum acceptable grade for individual DPH/MPH papers is B (not a B-).<sup>1</sup> The minimum acceptable grade for the dissertation is a B grade (not B-).
- Advanced Training – Registrars must achieve the necessary Public Health Medicine skills and professional attributes and successfully complete a range of formative and summative assessments encompassing:
  - Oral presentations
  - Chairing meetings
  - Writing reports
  - Multisource feedback assessment
  - Exam assessment

The Training Programme Director (TPD) and the Assessment Panel monitor the progress and performance of each registrar annually.

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<sup>1</sup> Registrars must also meet any minimum requirements set by the university with which they are enrolled.

## Prescribed MPH Papers

Registrars are required to take certain prescribed papers to ensure they cover the subject areas most relevant to the practice of Public Health Medicine. The prescribed papers differ between the Universities of Auckland and Otago, reflecting the different structure of the courses at each of the universities. Registrars are expected to undertake College prescribed MPH papers prior to optional papers, where the university timetable allows.

### University of Auckland

The University of Auckland requires the registrar to enrol for direct entry into the MPH programme. DPH and MPH courses are measured in points.

The College prescribes the following papers at the University of Auckland:

- POPLHLTH 706 Statistics in Health Science
- POPLHLTH 725 Environmental Health
- POPLHLTH 733 Health Promotion Theory and Models
- MAORHHTH 701 Foundations of Māori Health
- POPLHLTH 760 Principles of Public Health
- POPLHLTH 708 Epidemiology
- POPLHLTH 726 Health Protection
- POPLHLTH 776 Public Health in Practice

***Plus either one of***

- POPLHLTH 701 Research Methods in Health **or** POPLHLTH 767 Health Services Research Methods **or** POPLHLTH 704 Qualitative Health Research

***and either one or both of:***

- POPLHLTH 718 Health and Public Policy **and / or** POPLHLTH 719 Health Economics

**Recommended optional papers:**

- POPLHLTH 704 Qualitative Health Research
- POPLHLTH 709 Evidence for Best Practice
- POPLHLTH 739 Introduction to Pacific Health
- POPLHLTH 734 Health Promotion Strategies
- POPLHLTH 722 Organisation of Health Systems
- POPLHLTH 715 Global Public Health
- PAEDS 708 Population Youth Health
- POPLHLTH 735 Mental Health Development: Theory and Principles
- POPLHLTH 736 Mental Health Promotion
- POPLHLTH 737 Alcohol, Tobacco and Other Drug Studies
- POPLHLTH 763 Human Vaccinology
- POPLHLTH 765 Nutrition Interventions in Public Health
- POPLHLTH 774 Addictive Consumptions and Public Health
- HLTHMGT 721 Health Management
- HLTHMGT 754 Health Leadership
- MAORHHTH 706 Māori Health Policy and Practice
- MAORHHTH 709 Transformational Research for Māori Health
- MAORHHTH 710 Kaupapa Māori Theory
- MAORHHTH 711 Special Topic: Māori Quantitative Methods

- DIGIHLTH 701 Principles of Digital Health
- DIGIHLTH 702 Health Knowledge Management
- DIGIHLTH 703 New Zealand Health Data Landscape
- DIGIHLTH 704 Healthcare Decision Support Systems
- DIGIHLTH 705 Digital Health Design and Evaluation

## University of Otago

The University of Otago requires the completion of a Diploma of Public Health (DPH) to gain entry to the MPH programme.

The College prescribes the following papers at the University of Otago:

- PUBH 711 Principles in Epidemiology
- PUBH 712 Foundations of Hauora Māori
- PUBH 713 Society, Health and Promotion
- PUBH 714 Public Policy and Health Systems
- PUBH 733 Environment and Health
- PUBH 725 Applied Biostatistics 1 Fundamentals
- PUBH 734 Health Protection
- PUBH 732 Using Epidemiology for Public Health Practice

### ***Plus either one of***

- PUBH744 Healthy Public Policy **or** PUBH735 The Economics of Health Policy Decision Making

### ***and one of:***

- PUBH721 Methods for Epidemiological Research **or** PUBH723 Survey Methods **or** PUBH724 Introduction to Qualitative Research Methods.

### **Recommended optional papers:**

- PUBH 726 Applied Biostatistics 2 – Regression Methods
- PUBH 736 Economic Evaluation
- PUBH 737 Public Health Law and Public Health Ethics
- PUBH 738 Global Health Law and Global Health Ethics
- PUBH 745 Introduction to Pacific Public Health
- PUBH 741 Hauora Māori – Policy, Practice and Research
- PUBH 742 International Health Systems
- PUBH 743 Health Promotion Programme Planning and Evaluation

## **Funding Terms and Conditions**

The Public Health Medicine Training Programme (the programme) is funded by Te Whatu Ora and the terms and conditions for the provision of registrar funding assistance reflect these contractual arrangements. The registrar's relationship with the NZCPHM is contractual and the provision of the study grant during basic training, and endowment during advanced training, is subject to the ongoing funding for the programme and a registrar's ongoing compliance with training requirements. In this regard a registrar is not an employee of the College and as such is not entitled to e.g. KiwiSaver, paid parental leave or ACC claims.

## **Policies**

The NZCPHM has a range of policies and documents pertaining to the various objectives of the College and the management of the Training Programme. The full range of these policies is available on the website for all registrars formally enrolled in the Training Programme. It is recommended that registrars familiarise themselves with these and keep up with policy developments and changes as they occur.

## **Communications**

The NZCPHM provides a range of communication forums with Fellows and registrars, including:

### **Registrar Training Manual**

The Training Manual is available on the website to inform and guide registrars about training requirements. Registrars are advised in advance of changes in the training and assessment requirements expected by the College. Additionally, transitional arrangements are put in place to manage any policy change that has significant implications for registrars.

### **College Newsletter**

The College communicates with its registrars and Fellows through a monthly newsletter. This medium is also often used to notify Fellows and registrars of changes in College policy such as changes in the structure and content of training requirements. Some changes will be advised directly to individual registrars and/or via updates in the Training Manual as appropriate.

### **College Website**

Registrars are expected to be familiar with the NZCPHM's website. The Members' section is where information on exams, educational activities, publications and policies are detailed, it also includes information about College events and employment opportunities.

### **College Database**

The College depends on being able to communicate directly, and at short notice, with its members when required. On acceptance into the training programme, or as a College Fellow, it is the responsibility of the individual to keep contact details up to date.

Fellows and registrars are requested to ensure they are familiar with the activities and communications of the College, and any specific requirements pertaining to training and education.

## **Privacy and Confidentiality**

Any personal information provided by registrars and Fellows is strictly confidential to the College staff, members of relevant College committees, examiners and supervisors. Registrars are asked upon application to the Training Programme consent to the NZCPHM providing relevant and necessary information to the appropriate personnel and authorities to enable compliance with all statutory and policy obligations.



## Fellowship

The granting of vocational registration is a separate process to that of completion of training or attainment of Fellowship and is determined by the Medical Council under the Health Practitioners Competence Assurance Act 2003. Vocational registration is usually obtained once Fellowship of the College is conferred.

Fellows need to apply to the Medical Council ([www.mcnz.org.nz](http://www.mcnz.org.nz)) to obtain vocational registration.

## Key Dates

**Basic Training:** Applications for Basic Training must be received by early June of the year preceding enrolment in a DPH/MPH programme (closing date will be advertised on the College website). All applications must be submitted via the College website.

**Advanced Training:** For full-time registrars, Advanced Training usually begins mid-year (July) on completion of Basic Training. However as Advanced Training includes placement and employment with an accredited public health workplace/site, registrars are advised to begin job applications well in advance of their transition to Advanced Training.

**Fellowship:** Applications for Fellowship can be made once a registrar has completed all the requirements of the Training Programme.

## Continuing Professional Development

The NZCPHM offers a Medical Council accredited continuing professional development programme to its Fellows and other public health practitioners on request. This programme is called Tracking of Professional Standards (TOPS).

Participation in an accredited CPD Programme is mandatory for Fellows. Proof of participation is required by the Medical Council to enable ongoing recertification and licensing to practice.

A detailed TOPS Manual is available for Fellows of the College on the website.

## Credit for Prior Learning

The College has established policy and processes with respect to awarding credit for prior learning and achievement towards both Basic and Advanced Training.

For medical graduates applying with previous public health experience and/or qualifications outside of any current MPH study, the standard application procedure applies and an amended programme may be devised once the applicant has been accepted into training.

## College Contacts

Prospective registrars should seek further information from the College website at [www.nzcpm.org.nz](http://www.nzcpm.org.nz).

For further information on the New Zealand College of Public Health Medicine training, assessment, and admission to Fellowship contact [education@nzcpm.org.nz](mailto:education@nzcpm.org.nz).