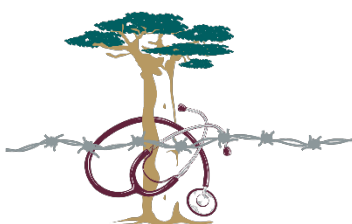# APPLICATION FOR POSTGRADUATE DIPLOMA IN RURAL MEDICINE

DEPARTMENTAL FORM 2023
ADDITIONAL INFORMATION

Ukwanda Centre for Rural Health

Contact Person(s):

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forward together
sonke siya phambili
saam vorentoe

All applications are conducted online. Complete this form for additional information required, and submit it under supporting documents/letters before the deadline for applications.

Documents to be included with the application are:

- Up to date Curriculum Vitae
- A motivational letter for applying to study for the Postgraduate Diploma in Rural Medicine.
    - The letter must include the following:
    - description of the applicant's clinical experience and interest in rural health,
    - details of place of work, and, if not a rural site, an explanation of where and how the applicant would fulfil the requirements of modules that must be applied in a rural context, i.e., Clinical Governance in a District Hospital and Delivering healthcare in rural communities.
- A letter of support from the host facility
- Commitment from a Clinical Supervisor to supervise student
- Health Professions Council of South Africa proof of registration / Professional Registration

Applications will only be processed when the University has received all your application documents, including this form.

1. **ADMINISTRATION**

The Postgraduate Diploma is delivered through a Hybrid Learning mode, which means that there will be online and face-to-face contact.

a. **Connectivity**: You must have reliable internet connectivity for online contact sessions.
b. **Contact week**: You will be required to attend a three-day contact session at the Rural Clinical School, Worcester Campus, Stellenbosch University.
c. **International students**: Will not require a student visa for the three-day contact session. For further enquiries please contact the Faculty of Medicine and Health Sciences Tygerberg International student office.

2. **PERSONAL INFORMATION**

Surname:_____

Name(s):_____

Initials _____

Qualification:_____

Stellenbosch University Applicant ID:_____

Contact Number:_____

3. CLINICAL TRAINING SITE

The following questions will assist the committee to select and accredit clinical supervisors.

Where do you propose to work while doing the Postgraduate Diploma in Rural Medicine? You might have to work at different hospitals to gain access to fulfilling the requirements of some of these skills. You are allowed to include more than one hospital in the list below, as long as 50% of the Diploma time is spent at a district/rural hospital.

_____
_____
_____
_____
_____
_____
_____
_____

4. INTERNET ACCESS AND COMPUTER ACCESS

a. Do you have access to a personal computer/laptop with Windows?

Yes / No

b. Do you have reliable internet access?

Yes / No

Questions	Hospital 1	Hospital 2	Hospital 3
Name of Hospital			
Level of Hospital: District/Regional/Tertiary			
Number of active beds			
Number of doctors			
Do you have specialists at the hospital? (Y/N)			
If **YES**, what specialities are present?			
Does it have a theatre where Caesarian Sections can be conducted? (Y/N)			
Does the theatre have facilities and equipment for general anaesthesia? (Y/N)			
If **YES**, how many general anaesthetics are done per annum?			
Does it have an out-patients department (OPD)? (Y/N)			
Does it have a 24-hour emergency centre? (Y/N)			

How many patients on average are seen per month in the OPD?			
Does it have a maternity ward? (Y/N)			
What is the number of deliveries per annum?			
Do you have clinical governance meetings at the hospital (e.g. Mortality and Morbidities)? Y/N			
If **YES**, which departments have these meetings? (e.g. Perinatal Mortality and Morbidities)			
Is there a Continuous Professional Development (CPD) program at the hospital? Y/N			
If YES, how often are CPD meetings held and what is the format?			
Does the hospital have an outreach-and-support agreement with another institution? Y/N			
If **YE**S, which institution and how often do visits occur?			

5. CLINICAL SUPERVISOR(S)

Who will be your Clinical Supervisor(s) within your work environment?

a. You will need a *Primary Supervisor* to assist with administrative functions and planning of your clinical skills training, insert name of the Primary Supervisor in row number one.

b. Continuous Professional Development (CPD) points and Stellenbosch University library access will be offered to Primary supervisors only.

c. You may have more than one doctor acting as your Clinical supervisor. Please discuss the possibility with your proposed primary supervisor, and provide them with the responsibilities and expectations given below pg.8.

d. Submit Curriculum Vitae for *all* person(s) proposed as Clinical Supervisors

Name of Doctor (1st supervisor must be the primary supervisor)	Years post Community service	ACLS/ATLS/APLS/ESMOE or other	Diplomas	Specialities	Areas of interest
e.g. Dr Supa Skilled	*12*	*ACLS, ATLS*	*DIPEC, Dip Obst*	*None*	*Obst, Surgery*
1.					
2.					
3.					

4.					
5.					
6.					
7.					
8.					
9.					
10.					

6. CLINICAL SUPERVISOR RESPONSIBILITIES

These are the minimum expectations for Primary Supervisors of doctors completing the Postgraduate Diploma in Rural Medicine:

- At the start of the module there will be a virtual meeting (of 1 hour) between Stellenbosch University, students and the primary supervisors to build connections, explain the supervision expectations, and administrative processes, and answer any questions.

- A contact session for the students will be convened at the beginning of the module. Students will grade themselves on the list of required clinical skills. At their 1st meeting with their primary supervisor, they will develop a plan on how they will achieve success in gaining exposure and competence in the skills where they do not have a D grading i.e. fully entrusted to perform skill independently. One of the ways to accomplish this will be to provide the opportunities for them to practice these skills at your hospital or, for the skills not practiced at the hospital, to visit other institutions where these skills can be acquired.

- Midway through the module, the primary clinical supervisor will complete the first assessment of the student's skills, by completing the appropriate column in the logbook. This should not take more than 30 minutes. It will be expected that 75% of skills will be achieved by this time, and this will also act as an indicator of how the student needs to work to complete the module in time.

- At the end of the module the primary supervisor will complete the final column in the skills assessment. It is expected that at least 90% of skills should be graded as D. This should not take you more than 30 minutes and the process will be explained during the initial contact session.

- During the module the primary supervisor will be expected to do 12 Direct Observed Procedural Skills (DOPS) evaluations with the student. This process will be explained during the first meeting at the start of the module. Each marking of a DOPS, after supervising a procedure, will not take the supervisor more than two minutes.

- At the end of the module the primary supervisor will complete the "Professional attributes" assessment of the student. This process will also be explained during the first meeting at the start of the module and takes about 15min.

In summary, being a supervisor for a student completing the PG Diploma for Rural Medicine will not require a lot of time in terms of administrative work during the 18 months of the Diploma, but it will require that you get to know the student, understand his/her areas of development/strengths and facilitate the student's successful completion of the programme. We believe it will be a worthwhile investment in the future of healthcare professionals in South Africa and beyond, through investment in peer development as clinicians and a rewarding experience for supervisors as well.

Check and Sign

Checklist (mark with ✓):

Documents to be included with the application are:

- ☐ Up to date Curriculum Vitae
- ☐ A motivational letter for applying to study for the Postgraduate Diploma in Rural Medicine.
  The letter must include the following:
  - o description of the applicant's clinical experience and interest in rural health,
  - o details of place of work, and, if not a rural site, an explanation of where and how the applicant would fulfil the requirements of modules that must be applied in a rural context, i.e., Clinical Governance in a District Hospital and Delivering healthcare in rural communities.
- ☐ Health Professions Council of South Africa proof of registration / Professional Registration
- ☐ A letter of support from the host facility
- ☐ Commitment from a Clinical Supervisor to supervise student.
- ☐ Clinical Supervisor Curriculum Vitae
- ☐ Clinical Supervisor Identity Document (certified)
- ☐ Departmental form
  - o All categories completed (2-5)
  - o Supporting documents attached

International applicants (include)

- ☐ Proof of valid passport *(certified);*
- ☐ Proof of valid work/refugee status permit *(certified, if applicable);*
- ☐ Proof of valid South African Identity Document (certified, if applicable)

The information provided above, and the supporting documents attached are hereby certified to be true and correct.

It is the applicant's responsibility to ensure that the information provided is complete and correct, that the application to the programme is done online and completed before the closing deadline set out by the university and that all the required documentation listed by the university is uploaded.

Signature of Applicant: _____   **Date:** _____