

COLLEGE OF SURGEONS OF EAST CENTRAL AND SOUTHERN AFRICA

Duties of Honorary Programme Directors in Accredited Hospitals of COSECSA

The main objective of a Programme Director is to oversee Trainers in COSECSA Accredited Hospitals. Regular effective communication with the various organs of the College ensures a successful programme for our surgical trainees. The Council of the College shall have the authority to amend the following regulations, including the tenure of office of a Programme Director.

1. The term of office is to coincide with the duration of the MCS Programme and for a further three years to complete the MCS+FCS Programme. If for any reason a PD has to leave, adequate and timely provision must be made for another accredited PD to replace the person leaving.

2. The PD is to ensure that a Programme of educational activities such as Clinical/Journal/XRay/Grand Rounds and Mortality/Morbidity meetings become an integral part of the training of trainees. Courses consisting of School for Surgeons (SfS); Basic Surgical Skills; Trauma and Basic Sciences are obligatory for MCS students. An online version of Basic Sciences in the form of Modules will be available starting 2019 for MCS Trainees. Students should be encouraged to participate in Courses held in affiliated Universities or special courses organised by visiting lecturers. At the FCS level courses on Critical Care are obligatory. Research methodology can be taught until such time as the obligatory nature is determined by Council. An attendance record is to be kept.

3. A library with relevant literature and textbooks and computing facilities should be made available. Space will be required for establishing a skills laboratory in the hospital

4. The Programme Director must be in regular contact with the COSECSA Country Representative and Country Coordinator who in turn inform the Secretariat of the Trainee's progress

5. The Programme Director is also expected to collate reports from Trainers about the trainee(s) work and submit to the Registrar Office with copies to the Examinations Credentials and Education Scientific Research Committees (ECC/ESRC) in November of each year. Such timing permits for evaluation of the training by Committees before Council deliberates in December.

6 The Programme Director is to ensure that facilities and patients are available in the hospital for the Trainer(s) to conduct mock exams twice a year before the written and clinical examinations. The examination shall consist of a hands-on bed side Clinical examination.

7. The Programme Director must ensure that the trainee keeps a Log Book of all operations done during the training period. The Trainer will be the immediate Supervisor who is to sign the Log book on a weekly basis and is to ensure that the relevant pages such as a Consolidation sheet is electronically transmitted to the ECC before the August Council meeting each year. Currently a system has been introduced whereby Log books are to be sent to Panel Heads for marking. The grading will determine if the trainee can proceed to the COSECSA Part II December Clinical and Oral Examinations

END