

### Public Health Training Programme

### Examinations and milestones policy

This policy document outlines the expectations of specialty registrars in progress through training. The document covers examination timings and milestones achievement.

#### General information

A StR in public health progressing normally through training would expect to spend five years on the programme. Less than full time StRs will spend longer *pro rata*. Attainment of a CCT requires demonstration of all required elements which include MFPH by examination and evidence of satisfactory completion of all learning outcomes.

Training is delivered across three phases, each of which must be fully passed before progress to the next phase. The gateway between phases 1/2 and 2/3 requires a full pass at examination and evidence of achievement of the learning outcomes for that phase. The examination for phase 1 is Part A MFPH and for phase 2 is Part B MFPH. A move between phases will be certified by the Programme Director in writing on certified completion of all assessed elements of the relevant phase (confirmation of the relevant exam pass and signed evidence of satisfactory assessment of relevant learning outcomes). A move between phases may take place between annual reviews.

Possession of an NTN (National Training Number) is conditional on satisfactory progress through training in line with the Orange Book/Gold Guide <http://www.mmc.nhs.uk>. StRs not meeting the requirements in this policy are unlikely to be assessed as making satisfactory progress; the annual review of competence progression (ARCP) process will take account of progress through milestones. Possession of an NTN is a condition of continued employment.

Progress through training for StRs working part time or other special personal circumstances should discuss their milestone targets with the Programme Director.

#### Phase 1

Phase 1 generally lasts two years. The first year is spent in academic study gaining a knowledge platform. StRs undertaking the MPhil are expected to sit the MPhil exams in June of their first year and prepare their dissertation for submission by the end of July of that year.

StRs are normally expected to sit the Part A MFPH in the January of their second year. StRs may sit the previous June after consultation with the Academic Strand Lead and Programme Director. StRs may not defer their first sitting of this exam without dispensation from the Programme Director. StRs failing the Part A are expected to resit at the first available opportunity.

StRs failing the Part A or deferring their sitting will attend the next available annual review and may be assessed as failing to progress in training.

StRs are expected to be assessed as having completed phase 1 (a full pass at Part A and evidence of satisfactory completion of all learning outcomes for phase 1) within two years of starting training.

### Phase 2

Phase 2 generally lasts 9 -12 months. This phase is spent in service work. The health protection attachment must be completed by the end of phase 2.

StRs are expected to sit their Part B MFPH 6 – 9 months after passing their Part A. StRs failing the Part B are expected to resit at the next available opportunity. StRs may not defer their Part B without dispensation from the Programme Director.

StRs failing to achieve a pass at Part B with two years (wte) of training left will be considered as failing to progress and this will be addressed through annual review.

StRs will have completed phase 2 when they have passed Part B and have evidence of satisfactory completion of all learning outcomes for the phase.

### Assessment of learning outcomes

The curriculum stipulates learning outcomes for each phase of training. Other than those assessed through examination, all learning outcomes are assessed in the workplace. StRs should set annual educational objectives with their educational supervisor to meet the required outcomes for each phase.

StRs will be expected to produce evidence on request at assessment and at their annual review against their claims of achievement of competence. StRs should maintain a logbook of evidence through reflective summaries in their training portfolio (e-portfolio).

### Funding and study leave

Examination fees are not reimbursed. StRs may claim travel to examinations for a maximum of two attempts. Study leave for private revision must be taken in accordance with the study leave policy. Attendance at regional or other formal revision courses must be taken from study leave allocations.

### Relevant contacts

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