

## Public Health Training Programme

### MPhil policy

This policy outlines the training programme's expectations of registrars in public health funded and supported on the MPhil in Public Health. The policy covers funding arrangements, attendance, expenses, leave (including study leave), supervision and examinations

#### General information

The curriculum for public health requires a sound knowledge foundation which is delivered in phase one of training and assessed through the Part A MFPH. A master's degree is not a prerequisite for CCT.

The East of England PH training programme supports StRs in gaining the knowledge foundation through attendance at the MPhil in Public Health at the University of Cambridge. New recruits who already have elements of the knowledge foundation through previous study may attend modules as relevant in discussion with the Training Programme Director for North or South zone.

Attendance on this course does not signify full time student status. Registrars are salaried employees during this period and are expected to deliver a degree of service work at their training location. Registrars should expect to spend a significant amount of their personal time in private study to complete the required elements of the course.

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- MPhil Administrator: Mrs Rosemarie Bell, [rjb205@medschl.cam.ac.uk](mailto:rjb205@medschl.cam.ac.uk)
- Academic base: Institute of Public Health, Robinson Way, Cambridge.

#### Course structure

The course is delivered over three terms. The timetable is available from the MPhil administrator. The course is generally timetabled over four days each week. StRs wanting to work less than full time during the first year need to discuss this carefully with the Programme Director.

#### Attendance

StRs are expected to attend all sessions and attendance will be recorded. Absence should be notified to the MPhil Administrator and HEE Programme Administrator. StRs are expected to be present in their service base on the non-teaching days each week but may use this time for master's related work. Time outside university terms must be spent full time in the service base. During these periods StRs should be undertaking service work relating to their phase 1 learning outcomes. The dissertation element of the MPhil is prepared between the MPhil written examinations and the end of July. StRs may work full time on their dissertation during this period. StRs are normally expected

to be working in their service base unless they require library/software facilities available at the IPH. Work from home is not generally allowed.

### **Supervision**

StRs will be allocated an academic supervisor during induction to the programme

### **Examinations**

StRs registered for the MPhil are expected to sit the University examinations in June. Normally StRs will sit the Part A MFPH in the following January (their second year). StRs wishing to sit the Part A early should discuss their case with the Training Programme Director. StRs may not defer their January sitting without agreement of the Training Programme Director; deferment without agreement will be seen as failure to progress and addressed at the next available annual review of progress.

### **Examination support**

The programme runs a Part A preparation programme during the autumn preceding the exam. The preparation programme is based on peer learning and support through one or more cohort revision groups but also includes formal revisions sessions, sessions on exam technique, mock exams and a peer mentoring system.

### **Study leave**

StRs in their first year are not entitled to study leave other than for attendance at the MPhil and ERTAG. Time spent on the MPhil counts as study leave.

### **Leave**

Leave should not be taken in term time without permission of the academic director. Annual leave taken during time outside term must be in accordance with standard leave policy and agreed by the educational supervisor.

### **Expenses**

The cost of the MPhil is typically borne by the programme, including basic college registration fees and tuition costs (over £9,500). StRs may claim the cost of accommodation and travel in lieu in line with the relocation policy. This covers accommodation while working away from base or travel in excess of daily travel to base. Excess travel is paid at public transport rates. College fixed charges vary and must be borne by the StR (this includes kitchen fixed charge/electricity bills/parking charges etc).

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