



INTERNATIONAL TRAINING DIVISION

TWO WEEK

EMERGENCY MEDICINE COURSE

IN SOUTH AFRICA

COURSE OUTLINE

EMC

2010

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1. EXECUTIVE SUMMARY

ATA's International Training Division offers a two-week theoretical and practical training programme to assist medical, paramedical and nursing practitioners improve their skills in the management of medical, cardiac, surgical and trauma emergencies.

Delegates attend the ACLS® and ATLS™ courses, and receive hands on practical training (i.e. Pre-Hospital, Emergency Room and Trauma Intensive Care Unit).

All training courses are internationally accredited and are competency based.

ATA caters for all logistics pertaining to the delivery of the courses, in addition to all in-country logistics for delegates while in South Africa.

The cost for the course is US\$7,640.00/ delegate, inclusive of accommodation, transport etc (refer to pages 14 – 16 for a more detailed breakdown).

2. PREAMBLE

ATA's International Training Division (ITD) specializes in emergency medicine, occupational medicine, occupational hygiene, technical rescue, industrial fire-fighting, health and safety training courses for professionals operating in remote and isolated environments (e.g. oil and gas, mining, infrastructure and construction).

Our core purpose is to equip these professionals with internationally certified courses that are generally regarded as being obligatory in respect of Health and Safety regulation compliance.

These educational offerings are aimed at equipping and empowering national staff and to facilitate expatriate staff maintaining their knowledge and technical capabilities.

As a company we specialize in the presentation of 'off-the-shelf' courses, as well as the design and development of customized courses for clients.

These courses are prepared and presented by individuals who are widely acknowledged and respected in their relevant fields of expertise.

ATA is positioned to deliver training programmes both locally and internationally.

3. BACKGROUND

ATA's International Training Division (ITD) offers a two-week theoretical and practical training programme to assist healthcare practitioners (i.e. medical, paramedical and nursing practitioners) improve their proficiency in the management of medical, cardiac, surgical and trauma emergencies.

The Course Outline provides a comprehensive review of the training programme, in addition to a course overview, associated logistics and costs.

ATA's ITD is responsible for initiating, coordinating, controlling, quality assuring and executing the training programme.

4. SCOPE OF THE COURSE

4.1. Theory

There are 3 short courses that form the basis of the theoretical training programme. They are highly regarded internationally accredited courses supported by associations in the United States of America and the Republic of South Africa.

COURSE	DESCRIPTION	ACCREDITING AUTHORITY
ATLS™	Advanced Trauma Life Support™	American College of Surgeons
BLS™	Basic Life Support for Healthcare Providers™	American Heart Association/Resuscitation Council of SA
ACLS®	Advanced Cardiac Life Support®	American Heart Association/Resuscitation Council of SA

* Scopes of the specific courses are available on request

Certification is provided for all courses successfully completed.

4. SCOPE OF THE COURSE (contd.)

4.2. Practical Experiential Training (PET)

In order to re-enforce the theoretical aspects of the programme, delegates are placed on carefully structured Practical Experiential Training Rotations.

There are 3 key areas that delegates will rotate through:

4.2.1 Level 1 Trauma Unit (ER):

This particular unit is one of the busiest in the world, possessing a reputation for being a very sought after training ground for foreign Registrars and Consultants. Delegates are guaranteed to be exposed to an extensive variety of trauma related conditions and the resultant management of these patients in the initial resuscitation phase, as an integral member of the trauma team. By virtue of their Supernumerary Registrar status, delegates will be afforded opportunities to assist with emergency surgical interventions. The prospect of attending emergency theatre cases are also made available.

4.2.2 Trauma Intensive Care Unit:

The delegates are exposed to the continued management of severely injured post-surgery patients, in a world-class intensivist setting. They will be afforded opportunities to actively participate in a diverse range of patient management regimes, in addition to being part of academic ward rounds presented by surgical registrars and consultants.

4.2.3 Pre-Hospital Management:

Delegates will work with Advanced Life Support (ALS) Emergency Care Practitioners (i.e. paramedics) at a Johannesburg based Emergency Medical Service. This is essentially a road-based service and delegates will receive exposure to the initial management of medical, surgical, cardiac, paediatric and obstetric emergencies.

5. ENTRY REQUIREMENTS

The course is suitable for healthcare practitioners with either South African or foreign medical, nursing or paramedical qualifications.

Due to prevailing legislation, foreign-qualified doctors are obliged to obtain supernumerary registration with the Health Professions Council of South Africa (HPCSA) before they are entitled to practice in South Africa. Without this registration they are able to attend the Practical Experiential Training, but only in the capacity of an observer. Thus by implication, they will not be permitted to participate in any form of patient intervention or management. Similarly, nurses are required to register with the South African Nursing Council (SANC).

In order to maximize the learning opportunity, it is advocated that hands-on practice be made possible while undergoing training.

Please note that HPCSA registration is only available to medical practitioners, similarly, SANC registration is only available to nursing sisters, and thus non-South African Emergency Care Practitioners, by default, will be accommodated as non-participative observers.

ITD manages the registration process on behalf of the delegates, however, we do not accept any form of responsibility for non-registration due to late or incomplete submission of registration documents on the part of the delegate.

A maximum of 8 delegates per course can be accommodated.

The training, written material, practical experiential training and assessments are presented and conducted in English; as a result, delegates must be able to effectively articulate in English (i.e. speak, read, write and understand).

6. RELATED INFORMATION

6.1. Training Methodology

- A variety of methods will be used, but most will focus on "deep learning", interaction and participation. Delegates will be required to work individually and in groups

- The methods will include:
 - Group interaction – discussions and tasks
 - Web-based tuition
 - Role play
 - Didactic lectures
 - Patients simulations
 - Objective Scientific Clinical Evaluations (OSCE's)
 - Viva Voce

6.2. Course Location

- Johannesburg, South Africa

6.3. Duration

- Total of 15 days active education (i.e. excluding travel days)

6. RELATED INFORMATION (contd.)

6.4 Course Dates

EMC 01/10:

- Period : 17 February 2010 – 3 March 2010
- Closing date : 7 December 2009

EMC 02/10:

- Period : 7 – 21 April 2010
- Closing date : 25 January 2010

EMC 03/10:

- Period : 19 May 2010 – 2 June 2010
- Closing date : 15 February 2010

EMC 04/10:

- Period : 20 August 2010 – 3 September 2010
- Closing date : 17 May 2010

EMC 05/10:

- Period : 15 – 29 October 2010
- Closing date : 19 July 2010

EMC 06/10:

- Period : 10 – 24 November 2010
- Closing date : 10 August 2010

6. RELATED INFORMATION (contd.)

6.5. Course Schedule: Example

DAY No.	DAY	ACTIVITY
Day 1	Thursday	Arrive in SA/ Orientation & Course Briefing
Day 2	Friday	BLS™
Day 3	Saturday	ACLS®
Day 4	Sunday	ACLS®
Day 5	Monday	Practical Experiential Training: EMS
Day 6	Tuesday	Practical Experiential Training: EMS
Day 7	Wednesday	Day off
Day 8	Thursday	Practical Experiential Training: ER
Day 9	Friday	Practical Experiential Training: ER
Day 10	Saturday	Day off
Day 11	Sunday	Practical Experiential Training: ICU
Day 12	Monday	Day off
Day 13	Tuesday	Study
Day 14	Wednesday	ATLS™
Day 15	Thursday	ATLS™
Day 16	Friday	ATLS™
Day 17	Saturday	Return home

6.6. Course Presenters

- The courses are presented by individuals who are widely acknowledged and respected in their relevant fields of expertise

6. RELATED INFORMATION (contd.)

6.7. Standards and Certification

- American Heart Association
 - BLS for Healthcare Providers™
 - ACLS®

- American College of Surgeons
 - ATLS™

- Johannesburg General Hospital Trauma Unit
 - Practical Experiential Training

- Successful delegates will receive an ATA ITD EMC Course Completion Certificate

7. LOGISTICS

- ATA provides *'24-hours-on-the-ground-support'* to all delegates
- An 'Information Package' and 'Safety & Security' brief relating to South Africa will be provided to all delegates
- ATA will facilitate country familiarization, cultural awareness and social sensitization briefings at the commencement of the course
- ATA will facilitate registration with the various educational institutions, in addition to other relevant statutory bodies
- ATA reserves, coordinates, manages and quality assures accommodation, transport, meals and related logistics for the entire duration of the training programme
- ATA will provide a Letter of Invitation for visa purposes and will notify and coordinate with the relevant Embassies in South Africa when necessary
- Course notes and textbooks will be supplied to all delegates
- ATA ensures all delegates have suitable medical malpractice and travel insurance
- ATA provides delegates with their necessary PPE for the Practical Experiential Training component of the course

8. BENEFITS OF TRAINING PROGRAMME

8.1. Medical Short Courses

- Ensures that healthcare practitioners are more able to effectively and efficiently manage trauma and cardiac related emergencies in line with the latest international recommendations

8.2. Practical Experiential Training

- This ensures that healthcare practitioners treatment capabilities are enhanced through exposure to carefully structured 'hands-on' practical training under the guidance of consultants in a Level 1 Hospital (i.e. Emergency Room and Trauma ICU). They will be registered with the Health Professions Council of South Africa (HPCSA)/ South African Nursing Council (SANC) in order to entitle them to actively participate in the medical management and treatment of patients
- i.e. Delegates will put into practice what they have learnt theoretically

9. COST

The cost of the course is: **US\$7,640.00** per delegate.

This amount includes:

<ul style="list-style-type: none"> • Course related fees: <ul style="list-style-type: none"> ○ Course fees (ATLS™, BLS and ACLS®) ○ Course registrations and related correspondence with training authorities ○ Course textbooks and course hand-out notes ○ Practical Experiential Training fee ○ Registration with the Health Professions Council of South Africa or South African Nursing Council ○ Registration with the Johannesburg General Hospital ○ Registration with the University of the Witwatersrand Medical School ○ Accreditation from the National Department of Health ○ Malpractice insurance ○ Letter of Invitation ○ Travel insurance ○ Courier fees to forward the manuals to the delegate for pre-course preparation purposes ○ Uniforms/ PPE for use on Practical Experiential Training rotations ○ Course Report ○ Course Certification ○ Course Completion Certificate ○ Coordination, management and quality assurance of training and logistic activities ○ Notification and coordination with relevant Embassies in South Africa 	<p>US\$3,760.00</p>
<ul style="list-style-type: none"> • Stay in South Africa: <ul style="list-style-type: none"> ○ Accommodation at the 4 Star <u>Sunnyside Park Hotel in Parktown</u>, Johannesburg for 16 nights (i.e. bed and breakfast) ○ Internet access at the hotel ○ Transport fees to and from the airport in South Africa ○ Transport fees to the training areas and back each day 	<p>US\$3,880.00</p>
<p>TOTAL COURSE FEE: (cost/ delegate)</p>	<p>US\$7,640.00</p>

9. COST (contd.)

Please note this amount excludes the following:

- Return flights to Johannesburg, South Africa
 - Visas, taxes and travel documentation
 - Re-write fees (only if applicable)
 - Additional, non-budgeted transport costs
 - Telephone accounts at the hotel
 - Lunch and dinner* (these can be included in the course cost if so required)
 - Laundry* (these can be included in the course cost if so required)
-
- If there is a need for a portion of the Practical Experiential Training to continue for a longer period, then this is available on request

10. TERMS AND CONDITIONS

- Confirmation of acceptance is subject to availability as the number of places are limited (i.e. applications are processed on a 'first come first serve basis')
- An invoice will be forwarded after a request has been submitted to attend the course
- **100% of the fee is payable on application** 12 weeks prior to the course start date. This is in line with internationally accepted norms and standards
- If a delegate cancels up to 10-weeks before the course commencement date, they will be refunded 50% of the fee
- Any cancellations after the 10 week period will be subject to no refund
- The above fee is exclusive of any applicable taxes (VAT, WHT etc) that may apply. In such cases ATA will itemize and add to final invoice
- This price is valid for EMC 01/10 alone. Subsequent course prices will be made available on request
- Please note that this amount was calculated at the prevailing exchange rate at the time of preparing the course outline. Any movement in the exchange rate of more than 5% at date of invoice will result in a change of the quoted price if applicable, regardless of the validity period referred to above
- ATA is not to be held liable for any travel delays whatsoever

11. PROPOSAL ACCEPTANCE (EMC 01/10)

I _____ in my capacity as _____ hereby ACCEPT this proposal in full, – including the fees to be paid and all course stipulations, terms and conditions.

I confirm that the EMC 01/10 Course commences on the 17 February 2010, and concludes on the 3 March 2010.

I confirm that payment, in full, will be made by 7 December 2009.

Signature

Date

Please print pages 14 – 17, initial each page, sign page 17 and then fax to +27-11-704-6443; or scan and email the pages to janine@actiontraining.co.za

12. ABBREVIATIONS

- ACLS® : Advanced Cardiac Life Support
- ALS : Advanced Life Support
- ATA : Action Training Academy
- ATLS™ : Advanced Trauma Life Support
- BLS™ : Basic Life Support
- CV : Curriculum Vitae
- EMC : Emergency Medicine Course
- EMS : Emergency Medical Services
- ER : Emergency Room
- H&S : Health and Safety
- HPCSA : Health Professions Council of South Africa
- ICU : Intensive Care Unit
- ITD : International Training Division
- OSCE : Objective Scientific Clinical Evaluation
- PET : Practical Experiential Training
- PPE : Personal Protective Equipment
- SA : South Africa
- SANC : South African Nursing Council
- VAT : Value Added Tax
- WHT : With-holding Tax

13. APPLICATION REQUISITES

- Complete course application form*
- Complete Form 176*
- Complete Form 184*
- Complete Form JH*
- Complete the Department of Health Letter of Undertaking*
- Provide a notarized copy of your Medical/ Nursing/ Paramedical degree
- Provide a letter from your university/ medical school stating that you have completed your studies/ internship. This needs to be an original letter or a certified copy of the original
- 2 referee letters
- Evidence of registration with your local General Medical Council. This needs to be an original letter or a certified copy of the original
- A letter of good standing from your General Medical Council. This needs to be an original copy, in date by 6 months
- A copy of your passport. This will need to be certified
- A copy of your CV

**These documents will be supplied at time of application*

ITD manages the registration process on behalf of the delegates, however, we do not accept any form of responsibility for non-registration due to late or incomplete submission of registration documents on the part of the delegate.

14. CONTACT DETAILS

Please contact Trevor for should you require any further information or clarification.

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