

Procedure for Accreditation of Hospitals for Anaesthesia Training

Departments of Anaesthesia wishing to apply for ANZCA accreditation must meet College standards as outlined in the Professional Documents available at <http://www.anzca.edu.au/resources/professional-documents>. The most immediately relevant of these is TE1 *Guidelines For Hospitals Seeking College Approval For Vocational Training In Anaesthesia*, however Departments must comply with all relevant College guidelines to be eligible for recognition.

All Departments recognised by the College must be included in an approved rotational training program. For assistance with this, please contact the ANZCA Regional/National Education Officer in your state or country. The College can provide contact details for these people.

If you wish to proceed with an application for accreditation, please complete the Hospital Data Sheet <http://www.anzca.edu.au/trainees/hospital-accreditation/Hospital-Data-Sheet-and-Accreditation-Report> This form should be completed electronically and emailed to jdevlin@anzca.edu.au in Word format with a covering letter.

The completed Data Sheet will be considered by the Training Accreditation Committee (meetings held April, August and December). If the Committee considers the Department to be eligible for accreditation, then an onsite review will be arranged. **Please note** that this process can take several months and it is advisable to apply early in the year if accreditation is desired for the following year.

Accredited Departments wishing to vary their approved duration of training or seek a review for other reasons should also complete the Hospital Data Sheet, and may be requested by the College to carry out a Trainee Workload Survey <http://www.anzca.edu.au/trainees/hospital-accreditation/Trainee-Workload-Survey>.

Please contact Janet Devlin (03 8517 5325 or jdevlin@anzca.edu.au) for any further assistance.

For further information on the accreditation process and preparing for an ANZCA review, please see the Handbook for Hospitals Undergoing ANZCA Accreditation, at <http://www.anzca.edu.au/trainees/hospital-accreditation/Accreditation-Handbook-for-Hospitals-Aug-07>.