

## **Contract for the SSAI-coordinated Training Programme on Advanced Obstetric Anaesthesia**

### **Parties involved:**

1. Trainee: \_\_\_\_\_
2. SSAI representative: Chairman of the programme Dr. Johanna Sarvela, Dept. of Anaesthesiology, Hospital of Jorv, University of Helsinki
3. Chairman of the home department:

### **General circumstances**

Scandinavian Society of Anaesthesiology and Intensive Care Medicine, SSAI, coordinates a training programme on Advanced Obstetric Anaesthesia for Scandinavian specialists in Anaesthesiology.

All participants of the SSAI-coordinated training programme have to be members of the SSAI.

The course language is English.

The training programme lasts 2 year and consists of:

- Clinical training including working in 1 or 2 obstetric departments
- A four week exchange programme, preferably in another country
- Four SSAI courses organised by various Nordic countries and participation in the SSAI Congress 2017

During the training period the trainee is designated a home department, which is responsible for the costs of the courses. The trainee will be working in 1 or 2 departments and these departments will employ the trainee in an appropriate position for the duration of the training programme. A minimum of four months of clinical training should be at a university clinic. If the home department is at a District General Hospital, four months of training should take place at a university department, or equivalent, with more than 2000 deliveries per year. Each of the departments will appoint a personal supervisor for the trainee. The exchange period should be no less than 1 month in a foreign country. At the end of the 2 year training period the candidate submits a report to the SSAI Advanced Obstetric Anaesthesia Training Programme chairman evaluating the practical and theoretical training objectives of the SSAI coordinated training programme. Deviations from the standard SSAI contract must be approved by the local representative of the SSAI Steering Committee for the Post Specialist Training Programme on Advanced Obstetric Anaesthesia.

### **Responsibilities of the department(s), SSAI and the trainee**

1. Responsibilities of the department(s).

The home department will organize for the trainee a training programme that will cover all fields of obstetric anaesthesia.

- The training programme will start simultaneously October 1, 2017 in all Nordic countries.
- The department(s) will employ the trainee in an appropriate position during the 2 years of the training programme.
- The department(s) will appoint a personal supervisor for the trainee.

The home department will cooperate with the steering committee of SSAI (if needed) in organizing an exchange programme to a clinic in another country. The exchange programme may be organized as:

- A direct exchange between 2 departments in different countries.
- A visit to a foreign clinic funded by the home clinic(s) or by research funds.
- A position (locum) at the host department.

- During the exchange period the exchange department will help SSAI in solving local problems such as accommodation and temporary certification for the trainee. Expenses (travel, accommodation and salary) will be held by the home department.

## 2. Responsibilities of SSAI

- SSAI will during the 2-year training period organize 4 mandatory courses, each of 3- 4 days of duration, for all participating trainees in the Nordic countries.
- Sponsoring may be used in the programme for e.g., support of expenses of the speakers, for evening dinners and some education materials. However, the sponsor will not have any influence of the topics, the selection of speakers participating in the courses, and will not be allowed to give any information about their products or other activities at the courses or in connection with the courses.
- SSAI will set up a Steering Committee with one member from each Nordic country. This committee will coordinate the training programme and help in solving practical problems that may arise such as contact and communication between clinics, salary and certification.

## 3. Responsibilities of the trainee:

- During the 2 years of training the trainee will actively participate and assist the department(s) in performing clinical duties including acquisition of advanced theoretical knowledge and training in cognitive, attitudinal, practical and procedural skills as recommended in the training objectives
- E-mail will be used and the trainee will need to update email address to course secretary.

## Diploma and certification

During the program several assessment methods will be used to identify learning needs. A personal logbook and portfolio will serve as documentation for the achievement of clinical experience and performed procedures. The trainee must at the end of the programme have finished a research project and present this at a meeting held in relation to the SSAI Congress 2019. The trainee must submit a report to the steering committee evaluating the entire programme. The trainee will receive a diploma when the report is accepted.

## Expenses for the programme

### ▪ Responsibilities of the home department

The total course fee for the SSAI-coordinated training programme on Advanced Obstetric Anaesthesia will be approximately 8000 Euro not including travel expenses and accommodation. All these costs should be covered by the home department. Other arrangement concerning finances has to be approved by the steering group.

The home department should send the organizers of the courses confirmation that the course fee has been paid (bank transfer account no or another kind of confirmation) at latest 30 days before the start of each course. If payment is not received in due time, the trainee might not be welcomed to attend the course.

The salary and extra expenses for travel and accommodation during the exchange period will be paid by the home department.

### Signature:

Date Name of the Trainee

Date, Johanna Sarvela, Chairman of the training programme

Date, Chairman of the home clinic

Date, Chairman of the host clinic 2