

Host Organisation FAQ's

OVERVIEW

What is the Fellowship Program?

In 2017 a Fellowship Program was established by Australasian College of Health Informatics (ACHI) to support a Health Informatics career pathway, preparing individuals for leadership roles in the health informatics workforce.

The Fellowship Program is suitable for individuals with a technical or clinical background and is four years in duration. On completion candidates will hold a PhD academic qualification, and be awarded a Fellowship by the Australasian College of Health Informatics.

Who is ACHI?

The Australasian College of Health Informatics (ACHI) is the professional community of Digital Health and e-Health in the Asia-Pacific Region.

What is the goal of the Fellowship Program?

To develop leadership capability and create career pathway opportunities in Health Informatics.

What are the student benefits of completing the Fellowship Program?

Students will:

- ✓ Obtain industry work experience allowing students to build a portfolio of work
- ✓ Create a career pathway and future job network
- ✓ Receive a stipend for each work placement
- ✓ Will have an opportunity to develop their leadership skills
- ✓ Receive ACHI Fellowship

How long does it take to complete the Fellowship Program?

The Fellowship Program is four years full time or equivalent part time.

When are student applications open?

Applications will open in November 2017 and will be open all year round.

ROLE OF THE HOST ORGANISATION

What is the role of a host organisation?

Host organisations offer paid work placements for the Fellowship students. They work in partnership with ACHI to create relevant projects that utilise the skills and experience of students as well as develop their leadership skills.

What are the benefits for host organisations?

Organisations that provide student work placements:

- ✓ Will have an opportunity to expand existing project teams working on health informatics initiatives
- ✓ Can create and deliver new health informatics projects based on the expertise of students
- ✓ Can develop future talent management strategies based on student performance and capability
- ✓ Will actively contribute to the development of leaders in the health informatics industry

What are my responsibilities as a host organisation?

ACHI will work closely with your organisation to create suitable projects that will offer students relevant and challenging work experience which will also deliver business and or project outcomes.

Host organisations are responsible for:

- Entering into an employment agreement with the student for the agreed project period
- Directly paying the student the agreed stipend
- Providing a Job Description and KPI's for each student
- Allocating a sponsor to coach and mentor the student
- Inducting a student into their organisation
- Providing regular and constructive feedback to students
- Providing a safe and fair workplace environment
- Providing feedback on the work placement outcomes

What formal arrangement is made between the student and the host organisation?

ACHI recommends that the host organisation offers the student a standard employment contract or agreement in line with their normal business practice.

What feedback are host organisations required to give?

Regular feedback and discussion about the work placement and student performance will be required. This will be done formally through completing reports (interim and final report) as well as more informally through regular phone calls.

WORK PLACEMENT

How long are the work placements?

Ideally work placements are designed to be completed in 6 months full time (26 weeks) or 12 months part time (52 weeks).

We are open to discussing customised work placements based on the needs of your organisation.

What stage in their PhD will students be when they complete their work placement?

Students can nominate to complete work placements at any time during their PhD. Typically, they will be in the second or third year of the doctorate.

Does the work placement have to be in line with the students' thesis?

No, the work placement does not have to be directly related to the students' thesis topic. We will work closely with the organisation to ensure that projects will appeal to the students who are available for work placement.

How are students and host organisations matched?

ACHI will match the student and organisation based on:

- The student's skill set, experience and career interests
- The needs of the organisation and the required outcomes of the project

What is the Fee for Placement?

Host organisations will pay \$2,500 directly to ACHI for each student work placement. This equates to 5% of the total stipend for each placement.

What is the role of a Work Placement sponsor?

Work placement sponsors are crucial to the success of the placement and the students experience. They will provide on the job direction and support for the student, mentoring them as well as developing their leadership skills. They will also provide feedback on the progression and outcomes of the work placement to the Fellowship Program Manager.

Do students have the right to work in Australia?

Yes, all students will have the right to work in Australia and can provide evidence to support this.

OTHER

Who is our contact?

For any queries relating to work placement please speak to the Fellowship Program Manager.