

Student FAQ's

OVERVIEW

What is the Fellowship Program?

In 2017 a Fellowship Program was established by the Australasian College of Health 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 full time in duration (or equivalent part time). 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 Health Informatics thought leaders, experts and trusted advisers in the Asia-Pacific region.

What does the Fellowship Program consist of?

1. A health informatic research doctoral program (PhD) in a specialist topic area (3 year full time or part time equivalent).
2. One year full time (or part time equivalent) of significant and unique work experience with an agreed industry partner, NGO, and or government department as defined by ACHI. Each work placement is six months full time (or part time equivalent) in duration.
3. Supplementary learning:
 - Attendance and participation at one annual general meeting per year
 - Attendance at quarterly virtual masterclasses run by Fellowship candidates
 - Participation at regular journal clubs run by ACHI Fellows

What is the goal of the Fellowship Program?

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

What are the benefits to the students?

- ✓ Obtain industry work experience allowing you to build a portfolio of work
- ✓ Create a career pathway and future job network
- ✓ Receive a stipend for each work placement
- ✓ Have an opportunity to develop your leadership skills

- ✓ ACHI Fellowship

What are the benefits of ACHI Fellowship?

On successful completion of the Fellowship Program you will receive Fellow status through the Australasian College of Health Informatics.

Status as an ACHI Fellow (“FACHI”) allows you:

- ✓ A widely recognised expression of your professional achievements and status in Health Informatics
- ✓ An industry / career standing that is recognised by major employers and recruiters
- ✓ The right to include the post nominals “FACHI” after your name as evidence of your professional accomplishment

How long does it take to complete the Fellowship Program?

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

How many Fellowship applications will be approved each year?

The number of approved applicants will vary year to year depending on the quality of the applications.

When can I apply?

We envisage that applications will open in November 2017 and will be open all year.

When is the best time to complete the work placements?

You can apply for a work placement at any time, however we recommend when you are in the second or third year (for full time students and equivalent for part time students) of your PhD.

ELIGIBILITY

Am I eligible to apply?

You are eligible to apply to the Fellowship Program if:

- You are currently enrolled in a research PhD (health informatics speciality)
- Your PhD is with a recognised Australasian University
- You agree to adhere to the ACHI Code of Conduct
- You agree to adhere to the policies and procedures of the Host Organisations providing your work placements

Can I apply if I am not an Australian citizen or permanent resident?

Applications will be accepted from:

- Australian citizens
- Australian permanent residents
- New Zealand citizens
- People who hold a valid student/work visa for the duration of the Fellowship Program

You will be required to provide evidence of citizenship and permanent residency with your application.

What qualifications do I need to be considered for the work placement?

You may have a clinical or technical background. Applicants are required to have successfully completed a Masters degree and are currently enrolled in a health informatics research PhD.

Qualifications that will be considered include, but are not limited to qualifications in the following disciplines: statistics, science, mathematics, psychology, medicine, pharmacy, nursing, economics and health sciences.

SELECTION CRITERIA

What is the selection criteria?

Applicants will be selected on the basis of their application, which will include:

- A research topic relevant to the field of Health Informatics – focussing on using health information technology to improve health care. It is recommended that candidates consult on their topics before engaging with a PhD, but the college will consider pre-existing research where relevant.
- A commitment to advancing the profession of health informatics through relevant work or academic activity
- A background in health care or information technology/management relevant to the field

Preference will be given to projects and placements involving Fellows or Members of ACHI.

Who assesses the applications?

The Fellowship Program Manager will validate the PhD evidence provided in your application.

The Membership Committee at the Australasian College of Health Informatics will assess your application according to the selection criteria.

APPLICATION PROCESS

How do I apply?

Applications are required to complete an Application Form and submit evidence via email to leanne.bamfordbarnes@mq.edu.au

What do I need to make an application?

You will to provide the following in your application:

- A current CV
- 250 word summary of your PhD thesis
- Evidence that you have been enrolled into a PhD program at an Australasian University
- Evidence of citizenship or permanent residency

Is there a fee to apply?

Yes, the student application fee is \$250 but it will be waived until 2019.

When are applications open?

Applications are open all year.

Will I be interviewed?

Yes, you will be invited to a short phone or Skype interview with a member of the ACHI Membership Committee.

How will I be notified of the outcome of my application?

You will be notified in writing within 30 days of submitting your application. Approved candidates will be sent a Letter of Offer.

How is acceptance into the Fellowship Program formalised?

Approved candidates will be sent a Letter of Offer which they are required to sign and return to the Fellowship Program Manager within 14 days.

If my application is not approved can I appeal the decision?

You are welcome to contact the Fellowship Program Manager within 14 days to discuss the outcome of your application.

What is the Code of Conduct for the Fellowship Program?

Students must adhere to the existing ACHI Professional Code of Conduct. This can be found on the ACHI website.

PhD

What happens if I defer my PhD?

All changes to your PhD are coordinated directly with your University. Please update the Fellowship Program Manager with any changes.

What happens if I don't complete my PhD in the required timeframe?

Completion of your PhD is managed by the University that you are enrolled in. We ask that you keep the Fellowship Manager up to date on your expected submission date.

Can I apply for the Fellowship Program if I am studying my PhD part time?

Yes, you can.

Can I apply if I am already on a scholarship?

Yes, you can. You will be required to suspend your PhD to complete your work placement. During this time your scholarship may also be suspended temporarily, please refer to the terms and conditions of your scholarship.

SUPPLEMENTARY LEARNING

What is included in the supplementary learning?

Participation/attendance at regular journal clubs, virtual masterclasses and one annual face-to-face workshop in Sydney or Melbourne. Students are required to complete 85% of all supplementary learning.

The Fellowship Program will fund travel and accommodation costs to attend the face-to-face workshop.

How will I be notified of supplementary learning?

Students will be sent email invites to all supplementary learning activities and events.

WORK PLACEMENT

What is involved in a work placement?

Students are required to complete two work placements. Each work placement is 6 months full time (or 12 months part time) with an approved host organisation. Work placement can take place at any time throughout the four years of the Fellowship Program.

Partner host organisations can include industry bodies, government departments or agencies, local and or global businesses or research agencies. You will be required to sign an employment contract or agreement with your host and will be paid directly by them.

You will have a job description and key performance indicators (set by the host organisation) and will have the opportunity to work on one or more health informatics projects. You will also have an opportunity to develop your leadership skills under the guidance of a sponsor or supervisor.

What will host organisations provide?

- An induction into the organisation
- A clear job description and personal KPI's
- A thorough project briefing
- A qualified and experienced supervisor to coach/guide your learning
- Provide regular feedback on your progress
- A work environment that adheres to the Fair Work Act and Work Health and Safety Standards
- Evidence that they hold \$10,000,000 or more Public Liability cover
- Sufficient resources and facilities to be able to complete your job
- A stipend of up to \$50,000 which is taxable

How will the stipend be paid?

You will be required to sign an employment agreement (or equivalent) with the host organisation who will pay you directly.

How am I matched to a host organisation?

Matching students to host organisations depends on:

- Students:
 - Their area of interest, experience and PhD topic
 - Current location
 - Willingness or availability to re-locate
- Host organisation:
 - existing projects or projects in their pipeline
 - openness to creating new projects based on student expertise
 - location

If you are accepted into the Fellowship Program we will work closely with you to match you to an appropriate host organisation.

Will the work placement be related to my thesis?

All work placement opportunities are related to the field of health informatics. While your work placement may not be directly linked to your PhD thesis the experience you will obtain can be applied to your thesis.

Can I complete two work placements at the same organisation?

No, your two work placements will take place at different host organisations.

Will I be required to re-locate for my work placement?

No, we will offer local work placement opportunities where possible. Relocation is not compulsory, however, if you are able, and willing, to relocate this may create more opportunities for you. However, relocation will be at your own cost.

Can I do a part time work placement?

Yes, however this is dependent on the host organisation. If you have a scholarship you will need to ensure the terms of your scholarship allow part time work.

Can I change my work placement once I've started?

Students are required to complete the agreed work placement according to the timeframe that was set. If your circumstances change please discuss this with the Fellowship Program Manager.

Am I guaranteed a full time permanent position with my host organisations after placement?

Work placements are an excellent way to demonstrate to potential employees your skillset, attitude and work ethic. While you are not guaranteed to secure a full time permanent position it is an opportunity to connect with, and impress, future employers.

Can previous work experience be counted as a work placement in the Fellowship Program?

You must complete your Work Placement once you have been accepted into the Fellowship Program. Previous work experience will not be counted as part of your work placement requirement.

Can I choose my work placements?

You can nominate in your application which organisations you would prefer to work with however this is not guaranteed. It works best if you come into the Fellowship Program with an open mind about the opportunities that may be presented to you.

Can I take a holiday while doing my work placement?

Yes, of course. As with any employer, you will need your host organisations their approval before you leave.

Who owns the Intellectual Property (IP) for any work that I do during my work placement?

As you will be entering an employment agreement with your host, details of IP rights will be outlined in the contract. It is standard practice that the IP will remain the property of the host organisation.

CHANGES IN PERSONAL CIRCUMSTANCES**Can I defer or withdraw from my place in the Fellowship Program?**

If your circumstances change we ask that you get in touch with the Fellowship Program Manager to discuss.