ACHSM Queensland
Health Management Internship Program (HMIP)

The Australasian College of Health Service Management ('The College') is a not-for-profit, peak professional body for health managers in Australasia and brings together health leaders to learn, network and share ideas. The mission of the college is to recognise, develop and support effective health leadership and management to deliver quality services and improve health and wellbeing by:

- providing the best professional development and networking opportunities for health managers
- advocating for and promoting the health management profession
- recognising the achievements of health service managers
- promoting innovation and excellence.

The College’s Health Management Internship Program (HMIP) offers committed, high-potential interns the opportunity to develop the skills, competencies and knowledge required to start a career in managing the challenges and complexities of health service delivery.

The HMIP is administered independently by the ACHSM branches in states where it operates, currently New South Wales, Queensland and Victoria. In a federated model, each branch can design and deliver a program to meet the needs of state-based organisations, while retaining the benefits of the ACHSM’s international network and resources.

Queensland HMIP from 2018

Using the ACHSM’s national bargaining power, the Queensland Branch delivers a HMIP filled with greater options, value and benefits for placement organisations.

As the Placement Organisation (PO), you choose the components of the program that best suit the needs within your organisation.

As the not-for-profit, education provider we, the ACHSM Qld Branch, will provide all the essential tools to monitor performance and outcomes, based on the ACHSM competency framework. By partnering with ACHSM Qld, we ensure that the management interns are exposed to a variety of education and networking opportunities, including opportunities to participate in professional development events, branch subcommittees and even join the ACHSM’s Emerging Health Managers’ (EHM) group.

The ACHSM Qld HMIP core benefits are:

- Employment in a healthcare organisation with skills and knowledge acquired through supervised, structured workplace experience
- An industry-recognised postgraduate academic qualification in health management, delivered 100% online through University of New England.
- First-hand access to support and mentoring opportunities, as well as professional development and networking.
Over the course of two (2) years interns will acquire the requisite theory through learning and assessment with ACHSM’s University education provider, University of New England. Building on this, optional professional development workshops will provide a challenging and encouraging environment for interns to enhance their learned understanding of best practice through practical, hands-on sessions with industry professionals (more information on workshops is provided in Section 3).

Note: The volume of learning will depend on the advanced standing provided to each intern by the university provider. Applicants with advanced standing only, i.e. have completed at least a Bachelor Honours in a related discipline or Graduate Certificate in a related discipline can reduce their course to eight (8) units. Thus, the volume of learning and the required timeframe for completion is reduced. Please don’t hesitate to ask if you require further clarification.

Please note:

In the event of significant changes to existing arrangements, the ACHSM will revise the program and update partnering organisations accordingly.

Agreements and terms are subject to change and negotiation; therefore, the following proposal should be used as a guide only.
The HMIP consists of three (3) components:

1. Workplace  
2. University  
3. Professional Development

Within each component are options that are designed to offer greater flexibility, choice and affordability.

1. Workplace Component

The following options outline the criterion for a Placement Organisation (PO) when determining the appointment of:

a) An existing employee
   - POs can identify potential employees to accelerate into the Management Program.
   - Employees maintain current salary and conditions pursuant to the relevant contracted Award
   - Employees’ experience and skills have been mapped to the ACHSM Health Leaders’ competency framework and meet the minimum requirements of an ‘emerging leader’.

b) A new hire and/or Intern via internal/external recruitment program
   - POs identify an area of need and recruit with/without assistance from ACHSM (additional service fees may apply)
   - POs may use the ACHSM Health Leaders’ competency framework to support recruitment effort and/or determine candidate eligibility for the Program.
   - Employee must be a full-time, salaried employee, paid in accordance with the current state award.

2. University Component

The following summarises the course options for the university component of the HMIP, completed 100% online through ACHSM’s partner institution, University of New England.

Master of Health Management

The Academic Component of the ACHSM HMIP is undertaken part-time, externally for two (2) years. The course is delivered part-time over two (2) years, with one (1) or two (2) units per trimester.

Develop knowledge and skills for, leading and managing health systems and services, leading and managing health professionals, and managing self as a leader and manager in contemporary and complex healthcare. Health managers and leaders lead the way from public health and preventive services in the community, to primary health care, emergency health services, hospital services, and rehabilitation and palliative care.

The course does not require the completion of a research thesis, but assists students to develop their skills through a major action learning subject. Students design and conduct projects in the workplace and prepare an article for publication. This approach develops both practical management and analytical skills, while also requiring knowledge of the relevant literature and important theoretical concepts, through a structured and collaborative educational process. The course is fully-accredited by the Australasian College of Health Service Management (ACHSM).

12 units in total, including the option of 2 units’ credit through approved workplace activities/ projects.

Advanced standing may be granted, but will be assessed on a case-by-case basis only.
3. ACHSM Professional Development Component

The HMIP Professional Development Program is facilitated by the ACHSM and is comprised of:

- Orientation (in addition to orientation to the workplace)
- Asia-Pacific Annual Congress
- ACHSM Events nationally – face-to-face or via webcast
- Membership to ACHSM, with access to all member benefits.
- State Branch Council opportunities (2nd year Interns only)
- Mentoring Program with an ACHSM Fellow
- Professional Development Days

Asia-Pacific Congress

ACHSM conducts an annual Asia-Pacific Congress where Management Interns will be provided the opportunity to participate in a range of concurrent sessions and hear keynote speakers from national and international health organisations.

Accommodation expenses will be covered by ACHSM for attendance at the annual Asia-Pacific Congress. Travel costs will be covered by individual Management Interns.

Events

Included in the ACHSM Management Internship Program from 2018 are the following:

- Unrestricted access to live webcasts and recordings of ACHSM QLD events
- Members’ rates and benefits at all ACHSM functions and events

Note: This is not limited to specific state events, so an Intern can join any event in any state.

ACHSM Membership & Fellowship

Included in the ACHSM Management Internship Program from 2018 is full membership to the College, with access to the online members’ portal, with unrestricted access to library services, podcasts, journals and nationwide discounts.

Upon completion of the Internship Program, if eligible, interns can apply for Associate Fellowship status, or even proceed to the Fellowship Program.

State Branch Council Opportunities

Second year interns may apply for representation on the QLD Branch Council. If the council is unable to accept further representation and/or applicants do not meet the minimum requirements, then opportunities may be made available to join a branch subcommittee.
Mentoring Program

ACHSM can provide a mentor for all Management Interns, interns will be matched with a senior College member. The mentor would work with the Management Interns for a minimum of 4 months in the 1st year of the program and then a further 6 months in the 2nd year of the program.

Mentoring is an effective strategy which can contribute significantly to the career development of Management Interns. It is a relationship that provides the opportunity to share their professional and personal skills and experiences, and to grow and develop in the process. Typically, it is a one-to-one relationship between a more experienced and a less experienced professional. It is based upon encouragement, constructive comments, openness, mutual trust, respect and a willingness to learn and share.

Professional Development Days

Professional Development Days form an integral part of the HMIP and involve accelerated management training sessions using several modalities, including lectures and workshops. They concentrate on enhancing and developing fundamental management competencies and soft-skills which may be difficult to gain in a placement and through the University coursework.

ACHSM has a great network of industry-experienced experts that will facilitate sessions and address the identified needs of the ACHSM interns through regular feedback and updates with the ACHSM. Workshops are delivered in each calendar year of the program and focus on a range of modules, for example:

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<tr>
<th>PD Days - Option 1</th>
<th>PD Days - Option 2</th>
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<tr>
<td>2 workshops per calendar year</td>
<td>4 workshops per calendar year</td>
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<tr>
<td><strong>Year 1</strong></td>
<td><strong>Year 2</strong></td>
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<tr>
<td>Leadership</td>
<td>Project Management</td>
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<td>OR Empowering/Influencing</td>
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Note: There is an expectation that Placement Organisations choosing this option will agree to release the interns for the required number of sessions per year, and interns will be paid for their attendance.

Costs are dependent on the number of participants and the location of delivery, but all sessions are usually available via live webcast or video-conferencing.