



# Hong Kong College of Midwives

## Membership Training of Advanced Practice Midwives

### Mentors Manual

**1<sup>st</sup> version**

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## **Introduction:**

Objective of the Hong Kong College of Midwives (the College) is the advancement of the provision of education and training for midwives in Hong Kong. In order to promote the study and advancement of the science and practice of midwifery; to develop and maintain the good practice of midwifery, the College should have standards in clinical teaching, including the required qualification of clinical mentors and mentors of specialty. This manual is prepared for the clinical mentors' and mentors of specialty's reference. For the detail of training structure and program issues, Manual of Advanced Practice Midwives Training should be referred.

## **Brief Structure of the Membership Training:**

1. Duration of the College's specialty training is seven years, comprising four years of membership training and three years of higher specialist training.
2. Membership training program consists of 3 modules. The first module is dedicated to basic midwifery training, the second module to post basic training and the third module to subspecialty training.
3. Clinical mentors will be designated to the mentees during these four years of membership training.
4. On completion of the membership training, mentee is required to pass the Ordinary Membership Examination before register for the Higher Specialist Training.
5. Within the three years of the Higher Specialist Training, mentees should devote time to research / dissertation work / quality improvement project in their selected area of subspecialty training.
6. Mentors of specialty will be designated to the mentees during these three years of Higher Specialist Training according to the selected area of subspecialty.

## **Criteria of the clinical training site:**

All training sites should be recognized by the College. The required clinical trainings which delivered in the recognized training site must be accredited by the College. The training sites are responsible to:

1. Ensure mentees can acquire the specialty competence in the placement.
2. Ensure the standard of practice, reasonable case load and availability of clinical mentors and mentors of specialty for the mentees.
3. Nominate qualified clinical mentors / mentors of specialty and seek endorsement from the College.
4. Maintain a list of qualified clinical mentors and mentors of specialty.
5. Designate the clinical mentors and mentors of specialty to mentees for providing clinical supervision and signing the logbook as required.

## **Roles and Responsibilities of Clinical Mentors and Mentors of Specialty:**

### A. To the mentee:

1. Facilitate the mentee to have adequate clinical exposure.
2. Facilitate the mentee to acquire effective communication skills.
3. Facilitate the mentee to participate in the clinical team.
4. Supervise the mentee in related clinical practice directly or indirectly.
5. Evaluate the competency level of clinical practice for the mentee accordingly and sign the logbook as required.
6. Provide feedback and facilitate the mentee to reflect on her experience.
7. Encourage the mentee to attend postgraduate education sessions.
8. Normally not be responsible for more than three mentees.

### B. To the College:

1. Report any change in the training unit which may affect training.
2. Inspect, ensure the accuracy of, and sign the mentee's logbook at regular intervals.
3. Report the training progress of mentees under her / his charge.
4. Ensure the ethical and legal practices of the profession are upheld.

### **Criteria and Qualification of Clinical Mentors and Mentors of Specialty:**

Both Clinical Mentors and Mentors of Specialty should:

1. Be the Fellows of Hong Kong Academy of Nursing or equivalent.
2. Be the Grandfather Fellow or Fellow Member of the Hong Kong College of Midwives.
3. Be recognized and appointed by the College. They are responsible to the College for the proper supervision of mentees under their charge. The recognition should be reviewed every 3 years or when circumstances change.
4. Be working in recognized training units.
5. Hold a valid practicing certificate issued by the Midwives Council of Hong Kong.
6. Attend the mentorship training program which provided by the College.

Addition criteria for Clinical Mentors:

1. Should currently practice in the related clinical midwifery for at least 3 years.
2. Ability to conduct training.
3. Preferably active engaged in the practice of specialty midwifery.

Additional criteria / qualification for Mentors of Specialty:

#### **Lactation -**

1. Should hold valid qualification of International Board Certified Lactation Consultant (IBCLC) and currently practice in Lactation sub-specialty of midwifery.
2. At least have 3 years of clinical experience in Lactation sub-specialty.
3. Preferably is a trainer of Breastfeeding Counseling Course or equivalent.
4. Should be nominated by the training site as the mentor of specialty for Lactation Sub-specialty.

#### **Midwife-Led Care –**

1. Currently practice and at least have 3 years of clinical experience in the sub-specialty of Midwife-Led Care.
2. Should be nominated by the training site as the mentor of specialty for Midwife-Led Care sub-specialty.

#### **Prenatal Screening and Counseling –**

1. Should hold valid qualification on Prenatal Screening and Counseling Training or equivalent.
2. Currently practice and at least have 3 years of clinical experience in the sub-specialty of Prenatal Diagnostic and Counseling.
3. Should be nominated by the recognized training site as the mentor of specialty for Prenatal Diagnostic and Counseling.

**References:**

Guidelines for Program Planning and Examination (Revised version on 13 Oct 2015). Hong Kong Academy of Nursing.

Manual of Advanced Practice Midwives Training (4<sup>th</sup> version: 15 Feb 2017). Hong Kong College of Midwives.