

## Table 4

### Non-Specialist Medical Locum Pre-employment Mandatory Training Requirements (State-wide - Red Flag)

The [below table](#) outlines all pre-employment mandatory training requirements for non-specialist medical locums. This training is marked with a red flag in My Health Learning (MHL).

As locums do not have access to MHL pre-employment, they must complete this training in HETI Moodle before being placed in a Local Health District (LHD) / Specialty Network (SN).

Once the training is completed, locums must provide a copy of their completion certificate/s to their medical recruitment agency, which must provide copies of the certificate/s among the suite of evidence of pre-placement credentialing and checks when putting the locum forward for placement. This is a requirement of NSW Health Policy Directive [PD2019\\_006 Employment and Management of Locum Medical Officers by NSW Public Health Organisations](#).

Once the locum has been placed and has a Stafflink number, the LHD / SN is then responsible for updating the course completions in the locum's training record in MHL.

The locum will then also be targeted (red flag) to further state-wide training (including face-to-face training) and any locally required training (blue flag) according to their ANZSCO code.

Once locums have a Stafflink number, all further mandatory training must be completed in My Health Learning.

You can find state-wide mandatory training requirements for Junior Medical Officers in Table 1, Senior Medical Officers (including VMOs) in Table 2 and locally determined mandatory training requirements in Table 3.

If you need further mandatory training support, [click here](#) to find some useful links.

Training Name	Course Code	Training Mode	Frequency	Duration	Initial Training Completion
Adult Basic Life Support	40101256	eLearning	5 years	15-30 mins	Orientation
Between the Flags - Tier 1: Awareness, Charts and Escalation	90688727	eLearning	Once	15-30 mins	Induction
Fire Safety and Evacuation	47902034	eLearning	Annual	15-30 mins	Orientation
Infection Prevention Strategies for Medical Officers	111885084	eLearning	Once	20-30 mins	Orientation
Open Disclosure	47311513	eLearning	Once	30 mins	Orientation
Personal Protective Equipment for Combined Transmission Based Precautions	294450660	eLearning	Once	15 mins	Orientation
Privacy – It's Yours to Keep	326771159	eLearning	Once	15 mins	Induction
Respecting the Difference: Know the Difference	39988681	eLearning	8 years	2 hours	Orientation
Safety and Quality for Medical Officers	134539122	eLearning	Once	10-20 mins	Orientation
Violence Prevention and Management for Medical Officers	134534659	eLearning	Once	15-30 mins	Orientation

## Useful Links

- [Technical support with MHL](#)
- [LHD/SN Learning Management System contacts](#)
- [My Health Learning](#)
- [Mandatory Training Matrix and Targeting Guide](#)