
Course Announcement

Training-of-Trainer: Illuminating the Path to ISO 15189 Accreditation (SLMTA 3 TOT)

15-week e-learning + 1-week online Teachback sessions
February – June, 2023



TOT Course Description

This TOT is composed of the SLMTA 3 e-learning course (15 weeks), followed by Teachback sessions (one week).

SLMTA 3: In the 15-week e-learning course, participants will learn to:

- Translate ISO15189 clauses into daily laboratory practice
- Recognize QMS as a whole and its interconnected processes
- Design and implement those processes for a cost-effective QMS that fulfills ISO15189 requirements
- Establish a practical QMS that enables laboratories to reach and sustain accreditation status

During the course, participants will complete homework assignments and attend office hours and live Zoom-based webinars on a weekly basis. Participation is mandatory for those who have never completed the course.

See the e-learning course [website](#) and the attached [SLMTA 3 Curriculum Overview](#) for more details.

Teachback Sessions: The goal of the Teachback sessions is to develop facilitation skills for virtual training. At the end of the 15 weeks, participants will have one week (week #16) to prepare for their Teachback assignments. In Week #17, they will teach-back assigned topics in live online sessions and receive immediate feedback from master trainers and other participants. The Teachback sessions are mandatory for all participants who want to become virtual trainers for this e-learning course.

See [Table 1 \(next page\) for the full TOT course schedules](#).

Ideal Candidates for the TOT

- Have attended a SLMTA TOT and been “certified” by master trainers previously
- Have experience in training and/or mentoring SLMTA laboratories
- Have been designated as trainers for the SLMTA 3 e-learning course in country implementation plans
- Have the approval and endorsement from their employers for the new role and responsibilities
- Have access to strong and stable internet connections throughout the duration of the eLearning course
- Have a strong command of the English language not only to understand the curriculum, but also to teach back assigned topics during the course

Countries/regions will be prioritized for admission (i.e., given more slots) if they have:

- A clear and sustainable plan with budget, as well as stakeholder support/commitment
- A well-defined course delivery model
- The most qualified candidates

Criteria for the Course Certificate

Regardless of previous exposure to the SLMTA 3 curriculum, all participants must meet the following requirements for the course certificate:

- 100% submission of homework before deadlines
- Attendance – no more than 3 missed live sessions (webinars and mandatory office hours). If they miss a session, they must view the live session recording and submit evidence of having viewed the recording.
- 100% participation in all Teachback sessions
- Completion of all course evaluations

The 15 weekly webinars are accredited by European Accreditation Council on Continuing Medical Education. Only those who have attended the webinars live and completed the survey can earn Continuing Professional Development (CPD) points. Watching recordings will not fulfill the requirements for the CPD.

Table 1 - TOT Course Schedules

Besides attending the Office Hours and live webinars, participants will spend between 2 and 7 hours each week watching the lecture recordings and completing homework assignments.

Week	Office Hour Date 3:30 – 4:30 PM EAT	Webinar Date 2:00 – 4:00 PM EAT	Homework Due Date 3PM EAT on due date	Weekly Homework Workload
1	14 th February	17 th February	15 th February	2:00
2	21 st February	24 th February	22 nd February	4:28
3	28 th February	3 rd March	1 st March	2:34
4	7 th March	10 th March	8 th March	2:08
5	14 th March	17 th March	15 th March	3:56
6	21 st March	24 th March	22 nd March	6:04
7	28 th March	31 st March	29 th March	5:03
8	4 th April	7 th April	5 th April	4:14
9	11 th April	14 th April	12 th April	2:46
10	18 th April	21 st April	19 th April	1:54
11	25 th April	28 th April	26 th April	2:48
12	2 nd May	5 th May	3 rd May	6:47
13	9 th May	12 th May	10 th May	3:24
14	16 th May	19 th May	17 th May	1:52
15	23 rd May	26 th May	24 th May	1:20
16	30 th May	Teachback Preparation (Office Hour only, no webinar)		Varies
17	1:00 – 4:00 PM EAT, 5 th – 8 th June (Daily Teachback Session)** 1:00 – 3:00 PM EAT, 9 th June (Teachback Debrief and Graduation Ceremony)**			

*EAT= Eastern Africa Time

**Time subject to change

How To Apply?

Deadline for Applications: 23rd November 2023

Acceptance Notification by: 7th December 2023

For PEPFAR supported countries where a CDC lab advisor is present, ***candidates must be submitted by CDC Lab Advisors, who are responsible for screening the applicants with their MOH counterparts.*** Please note that no application will be accepted without a support letter/email from the employer.

The CDC lab advisors must...	The applicants must...
<ul style="list-style-type: none"> Provide information on the country’s plan to implement the SLMTA 3 e-learning course. Countries with more complete plans will be favored in admission decisions. Please consult SLMTA 3 e-Learning Implementation Guide. Submit candidates that meet the requirements (see page 1 of the announcement) If submitting more than one applicant, rank order all the applicants in case we cannot admit all your candidates. 	<ul style="list-style-type: none"> Complete the attached application form Provide a support letter/email from your employer stating that they will be allowed the time off during work to 1) complete the course work, and 2) conduct SLMTA 3 e-learning courses for the country in the future

To CDC Lab Advisors - Please rank order the applicants from your country in terms of priority (i.e., #1 will be admitted before #2). Thank you very much. I hope to hear from you soon.

Order of Priority	Candidate Name	Application form Attached?	Support Letter from Employer Attached?
1		Y / N	Y / N
2		Y / N	Y / N
3		Y / N	Y / N

