**Equipment Standards for Public Health Training Locations in the East Midlands**

**Purpose**

The purpose of this paper is to specify minimum standards for provision of equipment and workstation facilities for StRs in Public Health training in the East Midlands. These standards cover all StRs in Public Health training across Local Authority, PHE and Academic Placements.

**Background**

This update of the standards has been completed following a Task and Finish Group meeting on the 27th November 2017. The Task and Finish Group reviewed the standards approved by the School Board in January 2013 and followed the following principles.

* These are minimum standards applicable to all approved Public Health training locations in the East Midlands to enable StRs in Public Health to meet training requirements.
* These standards should not be used to set StRs apart from local members of staff. It is expected that StRs in Public Health will be treated as Senior Public Health staff within training locations and will be treated equitably with local staff.
* These standards apply to the equipment and workstation facilities required to be in place by Health Education England for an organisation to fulfil its function as a training location.
* Where necessary the equipment and workstation facilities required for this purpose should be funded by Health Education England through the Training Network’s funding allocation.
* Any other equipment required for StRs to do their work within a particular training location should be supplied by that organisation while the StR is on attachment with them.
* Where possible consideration should be given to centralised provision of equipment through Health Education England that can move with the StR between placements throughout their time in training. It is recognised that this is an ambition and currently local IT policies and IG requirements inhibit its achievement.

**Agreed Standards:**

Within each training location StRs should be provided with:

* Mobile IT equipment as supplied to senior PH staff within that organisation. The IT equipment should be the standard specification for that training location.
* An IT account and access to Public Health team shared drives as per staff employed directly within the organisation.
* A workstation comprising a desk and chair and appropriate Display Screen Equipment, allocated in accordance with local staff accommodation policies.
* Secure, lockable facilities and computer filestore for the storage of confidential records (eg on call records).
* Access to a telephone, photocopying machine and, printer.
* Facilities for making confidential telephone calls.
* Secretarial/ administrative support in line with the normal working arrangements for senior Public Health staff within the organisation.
* Stationary and desktop equipment as required.
* A mobile smartphone.
* A personal copy of the current edition of the PHE recommended text for StRs undertaking on-call duties: Communicable Disease Control and Health Protection Handbook, Hawker et al

Where specialist workstation equipment is recommended as a result of a DDA workstation assessment, this is the responsibility of the employing organisation. Equipment supplied should remain with the StR throughout their training. DDA grant funding is available to support purchase of such equipment.