



# **CERTIFICATE COURSE IN HEALTH PROFESSIONS EDUCATION (CHPE)**

**Accredited by JSMU**

**April 2025- October 2025**

## **BACKGROUND**

Within the past decade, Faculty Development Programs (FDPs) have increased significantly in health professions education worldwide. There is growing evidence that health professions (HP) faculty participation in FDPs has enhanced their knowledge and skills as teachers, educators, and leaders, and contributed to the implementation of the innovative curriculum including best teaching learning, and assessment practices.

Liaquat National Hospital & Medical College (LNHMC) offers its second six-month Certificate in Health Professions Education (CHPE) course for medical and dental faculty of accredited institutes. The CHPE course is accredited by Jinnah Sind Medical University (JSMU) Karachi. LNHMC Department of Health Professions Education (DHPE) has designed CHPE for those motivated faculty eager to enhance their teaching and assessment skills and deliver quality education in their clinical and basic science teaching practice.

## **AIM**

The course aims to create a community of educators who would engage in improving teaching and assessment practices and processes in health professions institutions. The course will help faculty apply the basic principles and concepts of teaching learning and assessment in the training of residents, interns, and undergraduate students of health professions.

## **COURSE OUTCOMES**

By the end of the CHPE course, the participants will be able to:

1. Apply educational principles to develop teaching sessions.
2. Demonstrate effective face-to-face and online teaching skills.
3. Develop quality tools for the assessment of knowledge, practical, and clinical skills.
4. Provide constructive feedback to students and trainees.
5. Apply the basics of curriculum design in developing a course.
6. Integrate the judicious use of AI in teaching, learning and assessment

## ELIGIBILITY CRITERIA

- Senior Registrars / Senior lecturers, Assistant Professors, and Associate Professors of medical & dental faculty of LNH&MC, and other recognized medical and dental institutes.
- Candidates must have valid PMC/PMDC registration.
- Fluency in English and Computer literacy is essential including the use of MS Word and PowerPoint; performing literature searches; and email.

**Maximum Participants' Enrolment:** 25 Faculty members

## COURSE STRUCTURE

- **Duration-** 6 months
- **Mode: Hybrid – Face-to-face and online session**
- Two sessions of 3.5 hours duration will be scheduled every alternate week
- A few sessions will be conducted online via Zoom
- Face-to-face sessions will be scheduled from 9 A.M – 12:30 P.M at LNH
- The schedule of the classes may change due to unforeseen circumstances
- **Modules:** The course will consist of **three** modules covering the principles and practices of:
  - Teaching and Learning – Module 1
  - Assessment – module 2
  - Course design – module 3

### **Teaching Learning Activities:**

Case-based learning, discussions, independent learning, assignments, participants-led presentations, Task-based learning, and workshops. Several opportunities to reflect on one's practice and share experiences and new insights with colleagues are integrated into the CHPE course.

**NOTE: The participants are required to bring laptops/tablets for all the sessions.**

## ASSESSMENT CRITERIA

- Participants will be assessed in several components throughout each module and comprehensive exam.
- A minimum pass mark of sixtypercent (60%) is required for **every** module and comprehensive exam
- Participants will have to pass each module and comprehensive exam **separately**
- Participants failing any module will **NOT** be allowed to proceed to the next module.
- The Institute enforces a strict **zero-tolerance policy regarding plagiarism** in the submission of assignments and other assessment tasks. This includes, but is not limited to, similarities with peers' work, directly copying and pasting from the internet or other sources, and failing to properly acknowledge references. If a participant is found in violation of this policy, they will be required to repeat all assignments for that particular module.
- Those with **less than 90%** attendance and/or who have **not passed all the modules will not be allowed to sit in the comprehensive exam.**
- Participants failing the comprehensive exam will be given one **chance for a remedial exam.**

## POLICY FOR THOSE WHO FAIL TO ATTEND SCHEDULED SESSION/S

- Participants must inform the Head of the Department of HPE eliciting the reasons for non-attendance. Such participant/s will be responsible for covering the missed sessions to achieve the minimal required competence.
- Within a year, the participants must attend the missed sessions with the immediate next group to avail their fee.

## ELIGIBILITY FOR CERTIFICATE

- The certificate will be awarded to candidates who have completed the allocated duration of the training period.  
**Noncompliance with the attendance policy will result in removal from the program.**
- Maintain the minimal required attendance (90%).
- Submission of assigned learning activities within the deadline
- Achieving a **minimum of 60%** in every module and the comprehensive exam

## REGISTRATION PROCESS

In response to formal announcements, interested faculty will:

1. Download the application form from the LNH&MC website.
2. Pay the processing fee of Rs.1500/- to LNH Accounts and submit the completed application form along with the payment receipt directly to DHPE.
3. DHPE after reviewing the applications will upload the final list of admitted applicants on the LNH website, and *only* successful candidates *will be informed via* an email or WhatsApp message.
4. DHPE will issue a formal letter of acceptance to the admitted faculty upon receiving *full* course fee payment (*details below*) within the deadline

## FEE STRUCTURE FOR CHPE COURSE

Particulars	External fee	LNH&MC fee
Tuition fee + Examination fee	75,500	38,000
Application processing fee	1,500	1,500
Enrollment fee	2000	2000
Total	79,000	41,500

- 50% discount on Tuition + Examination fee only for LNH&MC faculty
- Full Fee payment within the deadline by both LNH&MC and external faculty
- Fee is non-refundable for both LNHMC and external participants

### **Rules & Regulations**

- DHPE will issue a Formal letter of acceptance *only* to shortlisted internal and external candidates who have submitted full Course fee payment.
- During the course, if any participant is unable to continue with the course due to personal or family circumstances MUST inform the HOD, HPE accordingly. Those participants will then be permitted to attend the remaining session/s within a year with the immediate next group to avail their fee.
- Transfer to other institutions is not permissible during the course.
- Plagiarism policy will be strictly enforced.

## IMPORTANT DATES

Last Date for Application Submission:	March 08 , 2025
Announcement of the final selection of candidates:	March 15, 2025
Last date of Fee submission:	April 5 , 2025
Session start date:	April 10, 2025

## DOCUMENTS REQUIRED WITH THE APPLICATION FORM

- 2 Photocopies of the Final Degree **OR** Mark sheet
- 2 Photocopies of valid PMDC/PMC Registration
- 2 Photocopies of valid CNIC
- 2 Photocopies of LNH employment card (for LNH faculty only)
- 2 passport size photographs attested from the front
- 2 Photocopies of Matriculation certificate / O Level equivalence certificate **OR** Matriculation mark sheet

## CHPE FACULTY

- ✓ DHPE
  - Prof. Nighat Huda
  - Prof. Sobia Ali
  - Dr. Afifa Tabassum
  - Dr. Yusra Nasir
- ✓ LNH&MC
  - Prof. Rufina Soomro, Dip in HPE
  - Prof. Zia-ul-Islam, MCPS (HPE)
  - Dr Syed Sheeraz-ur-Rahman, MHPE

## Course Coordinator

Urooj Fatima

Telephone: 021-34412290

Email: U.Fatima@lnh.edu.pk