



**ROYAL  
COLLEGE OF  
PHYSICIANS  
OF IRELAND**

# **Membership of the Faculty of Public Health Medicine**

**Guidance on MFPHMI Part 11 Exam - Public Health Reports**

# MFPHMI Public Health Reports

The MFPHMI Part II consists of

- An assessment of two Public Health Reports including an oral assessment of both reports.

## Public Health Reports: What we're looking for

Your Public Health Reports must show that you have developed and applied a range of competencies from those outlined in the curriculum for Higher Specialist Training in Public Health Medicine.

You must demonstrate that you can critically study an epidemiological or public health question, carry out in-depth investigations of the issues and propose appropriate solutions.

To find out more about the assessment of Public Health Reports, available [HERE](#).

## What to write about

The reports should ideally be set within the context of your day-to-day work. Each one should address a different disease or health issue.

Your reports could cover:

- an outbreak investigation
- a cluster investigation
- a risk assessment
- a needs assessment
- a health impact assessment
- an environmental incident or hazard
- an analysis and synthesis of routinely collected data
- a comprehensive literature review with synthesis of evidence
- an evaluation of public health policy or intervention
- an analysis of health policy
- a policy analysis relevant to a population health initiative

At least one report must demonstrate that you can analyse and report on quantitative or qualitative data.

The reports should be chosen from two of the following topic areas. Each of the reports must be selected from a different topic area:

- Policy formation; health economics
- Health intelligence; health information systems
- Health needs assessment; evaluation and audit of services
- Health promotion, screening; preventive medicine.
- Health protection, incorporating communicable disease prevention, surveillance and control, environment and health, public health emergency planning and response.

A published paper can be used as the basis for a report and should be submitted along with your report.

Written material submitted for another postgraduate qualification may be included as part of a Public Health Report, but your report should mainly contain further original research and be clearly identified as such. The extent to which there is new work in a report should be outlined in the testimonial signed by a Member of the Faculty of Public Health Medicine of Ireland or the United Kingdom (usually the candidate's trainer or advisor for the Public Health report), find the testimonial form [HERE](#).

## Formatting your Public Health Reports

Your reports should be at a maximum 10,000 words excluding the title page, table of contents, acknowledgements, abbreviations, summary, appendices, and references. Tables/figures/footnotes are included in the word count. **Reports over this word count will not be accepted for examination.**

Your reports' appendices should demonstrate communication of the work, for example:

- Poster presentation / conference abstract / conference presentation(s)
- Presentation to Management
- Ministerial submissions / management briefing
- Responses to parliamentary questions / media questions
- Information packages / leaflets
- Media article / press release
- Risk communication with the public

This is the report format we expect:

- Summary / abstract
- Background / context / rationale (to include aims and objectives)

- Evidence base / literature review
- Planning / methods
- Results
- Discussion / conclusions / implications for public health
- Clear recommendations based on the work presented with proposed timelines
- Appendix / appendices: Communications and impact or potential impact on public health

We expect reports to be presented in a clear, concise and organised way, with clarity of language, correct spelling and grammar. You need to reference source material accurately.

### **Suggested format for outbreak reports**

1. Introduction, background and setting:
  - Aims of the report, contextual information, population profiles, surveillance data and a description of the site, area or facility under investigation
2. Literature review including a description and critique of previous outbreaks
3. Outbreak methods:
  - How was the outbreak discovered/reported?
  - Steps taken to confirm it
  - What was known then?
  - Why the investigation was undertaken?
  - What were the objectives:
  - Management of the outbreak
  - Who was on the Outbreak Control Team? Why chosen?
  - Who assisted in the investigation?
  - What control measures were taken?
4. Results
5. Discussion and conclusions, including a critique of the outbreak investigation and methods, comparisons with similar outbreaks and previous studies; relevance of the results in the local context and other settings; implications for public health
6. Recommendations, timelines and justification for any action(s) needed

Each report must include a statement that the work, except where acknowledged, was carried out by you. In addition, your specific role in the investigation should be outlined.

From January 2022, all candidates are required to comply with the requirements set out in the Checklist, available [HERE](#).

## **Testimonials**

You need to provide one completed testimonial form per report, signed by a Member of the Faculty of Public Health Medicine of Ireland or the United Kingdom (usually the candidate's trainer or advisor for the Public Health Report). The testimonial is to certify that the applicant has carried out the research on which his or her report is based, except where otherwise acknowledged in the PHR, to the best of the knowledge of the Faculty Member that signs the testimonial Form. The testimonial forms also ask the candidate to specify the level of public access that is appropriate for each report, once the report is accepted into the RCPI Digital Library, as agreed by the exam candidate in partnership with their Trainer and/or Advisor.

## **Research Ethics**

When you are preparing your reports, you may need to consider ethical issues such as data protection and confidentiality.

If you would like to seek approval or advice from the RCPI Research Ethics Committee please click [HERE](#).

## **Submitting your Public Health Reports**

You will need to submit an electronic copy of each report during an application process (printed soft-bound copies are no longer required)

Don't forget to include testimonials for each report, signed by a Member of the Faculty of Public Health Medicine of Ireland or the United Kingdom (usually the candidate's trainer or advisor for the Public Health Report).

When your Public Health Reports are awarded a pass, an electronic version of your reports will be stored in the RCPI Digital Library. You must specify the level of public access that is appropriate for each report, once it is accepted into the RCPI Digital Library, as agreed by you in partnership with your Trainer and/or Advisor.

## **Oral Examination of Professional Competence**

When your Public Health Reports are awarded a pass, you are eligible to apply for the MFPHMI Part III examination which is Oral Examination of Professional Competence (OEPC).

## **Exam Regulations**

It is very important to read the MFPHMI Regulations available [HERE](#) prior to submission of your PHR(s).