# AMM E-Training Platform (ETP) registration workflow for trainee and trainer

**Trainee/Trainer**

**BST Secretariat**

**BST Committee**

**BST Secretariat**

Eligibility criteria to be a trainee for using AMM ETP:
1. Has obtained full registration with the MMC
2. Has completed internship training to the satisfaction of the Medical Qualifying Committee
3. Candidate is currently in a clinical posting
4. Have interest to pursue a career in surgery
5. Has registered with AMM as a candidate member in good standing

To apply for an AMM membership, please visit the website: http://www.acadmed.org.my

Eligibility criteria to be a trainer for using AMM ETP :
1. Has obtained full registration with the MMC
2. Has completed specialist training and awarded NSR in a surgical specialty
3. Has interest to teach and train a junior doctor in surgery
4. Preferably completed the Training the Trainer course and NOTSS course
5. Registered with AMM as an ordinary member in good standing

Trainee initiates and completes online registration/application for E-Training Platform (ETP) account (http://training1.acadmed.my/Account/Register)

Trainee is required to propose to the secretariat, a trainer in the hospital where the Trainee currently works. This trainer is responsible to oversee the overall training progress of the trainee for a particular placement. The proposed trainer must be a member of the AMM in good standing. If the proposed trainer is not an AMM member, then the trainee would need to request the trainer to apply to be an AMM member before he/she fulfills the criteria to be a trainer

Trainer initiates and completes online registration/application for E-Training Platform (ETP) account (http://training1.acadmed.my/Account/Register)

Secretariat acknowledges the application via email to the applicant

Secretariat ensures applicant's AMM registration status

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Collects/prepares the application for BST committee meeting

Meeting every 2-4 weeks to verify applications

Trainee fulfils the eligibility criteria

Trainee has a proposed Trainer who is an AMM member in good standing

Trainer fulfils the eligibility criteria

Committee approves the application, linking a trainee with an approved trainer

Secretariat informs the trainee and the trainer of the approved application via email

Secretariat informs ETP IT to activate the account for access to the ETP