

CDGN TEACHING, TRAINING AND CURRICULUM WORKING GROUP TERMS OF REFERENCE

Version 1.6 – 21 February 2024

VISION

To enhance Australia’s genomics capacity through the promotion and implementation of high-quality teaching and training workshops across all jurisdictions.

AIMS

- To act as an expert reference group to review, develop and implement high-quality training programs that increase the capacity for individuals and organisations to participate in public health pathogen genomics activities
- To obtain funding for the implementation of the working group’s key activities, including the translation of the TTC WG Training Framework into real training modules and/or workshops.

ACTIVITIES

1. Regularly maintain and update the CDGN training webpage with accessible and audited training courses on offer within Australia
2. Implement end-to-end course program with support across CDGN laboratories
3. Facilitate publication and reporting of working group activities to support teaching and training activities for WGS
4. Seek opportunities to promote and partner with organisations to develop the CDGN TTC WG Training Framework into real training modules and workshops
5. Ensure training programs support RCPA’s registrar and accreditation training towards the NPAAC Microbial Genomics Module requirements
6. Meet monthly to discuss progress against the key activities decided upon by the working group

MEMBERSHIP

State	Member	Organisation
VIC	Dr Susan Ballard (Co-chair)	MDU PHL
	Dr Alicia Arnott	VIDRL
	Jean Moselen	VIDRL
	Ms Angela Donald	CDGN Secretariat
	MS Christina Crachi	CDGN Secretariat Support
	Ms Sally Dougall	MDU PHL

	Ms Mathilda Wilmot	AusTrakka
NSW	Dr Anne Watt	ICPMR
	Dr Geraldine Sullivan	ICPMR
	Dr Annaleise Howard-Jones	The University of Sydney
QLD	Dr Sanmarie Schlebusch (Co-chair)	FSS
	Dr Amy Jennison	FSS
	Dr Arnold Bainomugisa	QMRL
	Dr Jenny Robson	SNP
	Dr Rikki Graham	FSS
	Dr Irani Rathnayake	FSS
	Dr Tony Allworth	Mater Pathology
	Dr Anna Hume	Pathology Queensland
SA	Dr Lex Leong	SA Pathology
TAS	Dr Jo Chua	RHH
WA	Dr Stanley Pang	PathWest
	Dr David Foley	PathWest
NT	Dr Ella Meumann	Royal Darwin Hospital
NZ	Dr David Winter	ESR
Commonwealth	Tatiana Gonzales	Interim Australia Centre for Disease Control, Australian Government Department of Health and Aged Care
	Michel Watson	Interim Australia Centre for Disease Control, Australian Government Department of Health and Aged Care

MEMBER ROLES

Definition of roles and responsibilities:

Co-Chair – responsible for the approval of agenda items and agenda papers and for Chairing monthly meetings as scheduled.

Co-chairs arrangements will be reviewed every two years. Co-chairs must hold expertise in medical microbiology or laboratory sciences, and be an existing member of CDGN. Co-chairs should also have been a member of the working group for at least one year.

Member – full member of CDGN Teaching, Training and Curriculum Working Group and can participate in decision-making process for all agenda items tabled.

All members are required to:

- Attend and participate in monthly meetings; and
- Review and action meeting outcomes and contribute to network activities and projects as required.

REPORTING

- Outcomes from CDGN Teaching, Training and Curriculum Working Group meetings will be shared with all members (and other relevant interested parties with approval by Network members).

MEETING FREQUENCY

- Monthly via teleconference

MEETING STRUCTURE

The CDGN TTC WG meeting structure will include two primary components: (1) review of national training courses currently advertised, and the inclusion of these on the CDGN training webpage; and (2) discussion of updates on teaching, training and curriculum development activities.