



ACCREDITATION TOOLKIT

***PRP Quality Platform supports
accreditation readiness for
Singapore Medical Schools to meet
accreditation requirements***

Medical School Audit
www.smc.gov.sg



Framework Overview

The Medical School Accreditation Audit Toolkit provides a structured framework for Singapore-based medical schools to demonstrate accreditation readiness. It follows the PRP Quality Platform with two key evidence categories: Required (Core) Evidence comprising mandatory documentation for compliance, and Supporting (Enhancement) Evidence providing additional materials that strengthen quality assurance and demonstrate institutional commitment to excellence.

Regulatory Alignment

The framework ensures alignment with Singapore Medical Council (SMC), Ministry of Health (MOH), Committee for Private Education (CPE), and Ministry of Education (MOE) requirements for comprehensive accreditation compliance.



Programme Governance

Folder 1 outlines the core governance requirements for medical school accreditation in Singapore. These foundational elements ensure regulatory compliance and institutional accountability aligned with SMC, MOH, and MOE standards.

Accreditation Submission

Complete SMC-aligned accreditation documentation with regulatory compliance registers and submission evidence.

MOH/MOE Approvals

Ministry of Health and Ministry of Education approval documentation and compliance verification.

SMC Recognition

Singapore Medical Council recognition and listing evidence demonstrating programme approval status.

Governance Structure

Academic Board minutes, committee terms of reference, and delegations matrix documentation.



Programme Aims and Curriculum Design

Graduate Competency Framework

Develop comprehensive graduate competency framework aligned to Singapore Medical Council standards. Evidence must demonstrate how competencies map to MOH requirements and international benchmarks. Include documentation of curriculum approval processes, review policies, and integration of digital health and interprofessional education components.

Programme Learning Outcomes

Document clear PLOs aligned with SMC graduate competencies. Include programme specification (MBBS/MD), demonstrate integration across biomedical, clinical, and population health domains.

Curriculum Mapping

Create detailed curriculum maps linking PLOs to individual courses and clinical rotations. Include benchmarking against international medical education models.

Teaching & Clinical Education

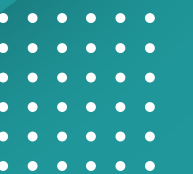
Folder 3 outlines the core requirements for clinical education delivery in Singapore medical schools. This includes documented clinical placement agreements with partner hospitals, a comprehensive supervision model for clinical rotors, and simulation-based learning frameworks aligned with SMC standards.

Clinical Placements

Clinical placement agreements with Singapore healthcare institutions must detail supervision ratios, learning objectives, assessment protocols, and student support mechanisms for each rotation site.

Simulation Learning

Simulation-based learning frameworks require documented competency milestones, standardized patient protocols, skills lab procedures, and integration with clinical rotations for progressive skill development.



Student Selection, Admission and Progression

Fitness to Practise

Fitness to practise framework ensuring students meet professional standards throughout training. Code of conduct documentation outlining expected behaviours. Health and character declarations required for medical registration. Student support pathways for remediation and guidance.

Admission Policies

Entry and selection criteria aligned with SMC standards. Admission policies documenting transparent selection processes. Interview rubrics and scoring frameworks for candidate evaluation.

Academic Progression

Academic progression committee terms of reference. Retention analytics and progression tracking. Clear policies for advancement, remediation and exit pathways.

Assessment & Academic Integrity

Folder 5 outlines the core requirements for assessment frameworks, clinical competence evaluation, and academic integrity standards aligned with Singapore Medical Council (SMC) accreditation expectations.

OSCE Procedures

Documented OSCE examination protocols, station blueprints, examiner training records, and standardized patient guidelines.

Academic Integrity

Comprehensive academic integrity and misconduct policies with clear investigation procedures and disciplinary protocols.

Workplace Assessment

Workplace-based assessment framework including mini-CEX, DOPS, and CBD evaluation tools with supervisor feedback mechanisms.

Assessment Blueprint

Assessment policy documentation with curriculum mapping, moderation reports, and feedback analytics systems.



Academic Staff & Supervisors

Folder 6 addresses faculty qualifications, clinical supervisor credentials, and educational expertise requirements. Core documentation includes staff profiles, qualification registers, recruitment frameworks, workload allocation policies, and continuing professional development (CPD) requirements aligned with SMC standards.

Staff Qualifications

Maintain comprehensive staff profiles and qualification registers documenting academic credentials, clinical certifications, and teaching competencies. Include recruitment policies and workload allocation frameworks.

CPD Frameworks

Implement structured performance review policies and faculty development programs. Document teaching evaluations, workforce planning initiatives, and continuous professional development tracking systems.



Learning Resources & Student Support

Folder 7 covers essential infrastructure and student welfare requirements for SMC accreditation. Medical schools must demonstrate comprehensive facilities planning, robust learning management systems, and effective student support frameworks to ensure educational quality and wellbeing.

Facilities & Infrastructure

LMS Evidence

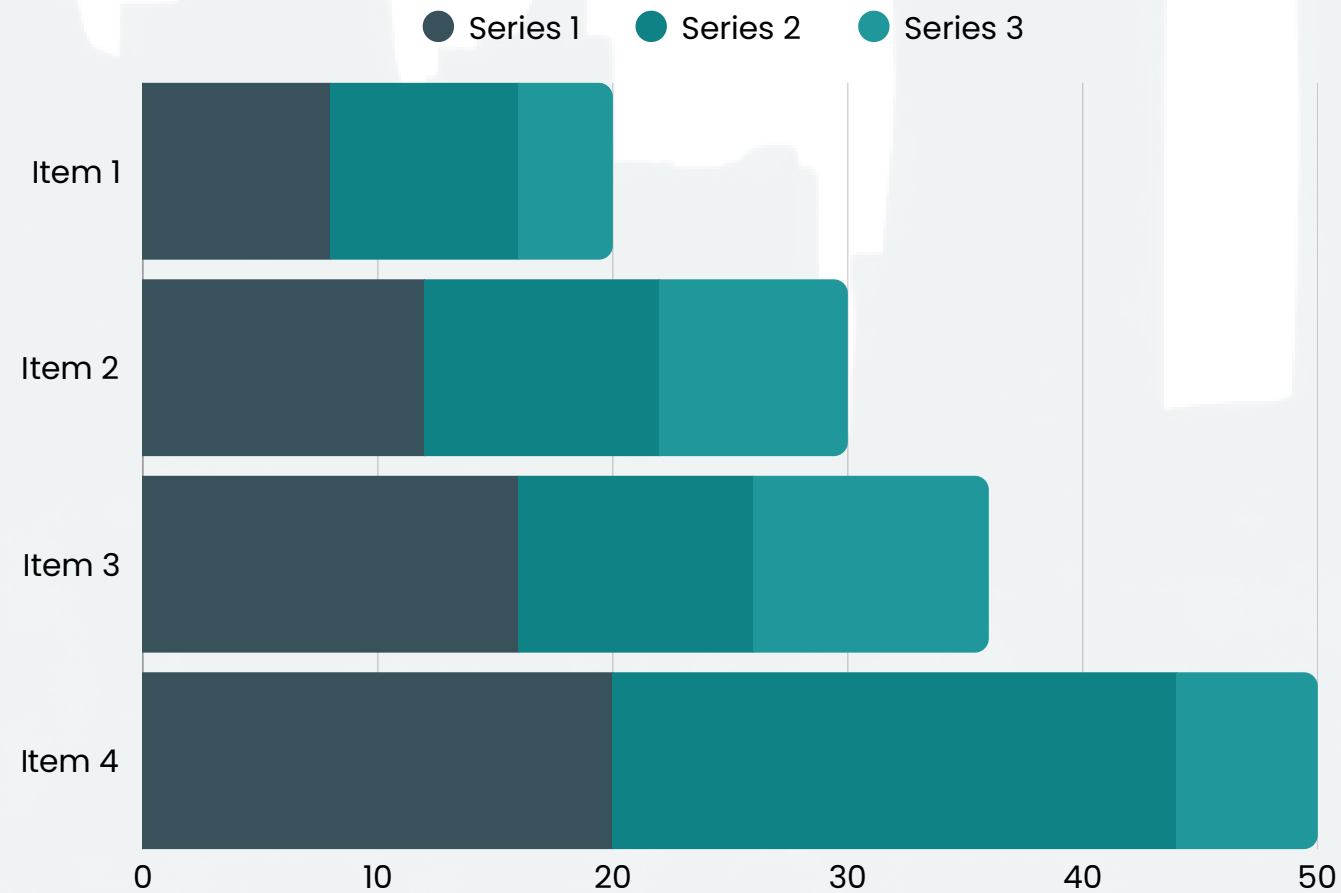
Student Wellbeing

Health & Safety Compliance



Quality Assurance Framework

Folder 8 establishes the internal QA framework for Singapore medical school accreditation. This includes programme review and monitoring reports, quality improvement registers, risk registers, and graduate outcomes tracking aligned with SMC and MOH standards.



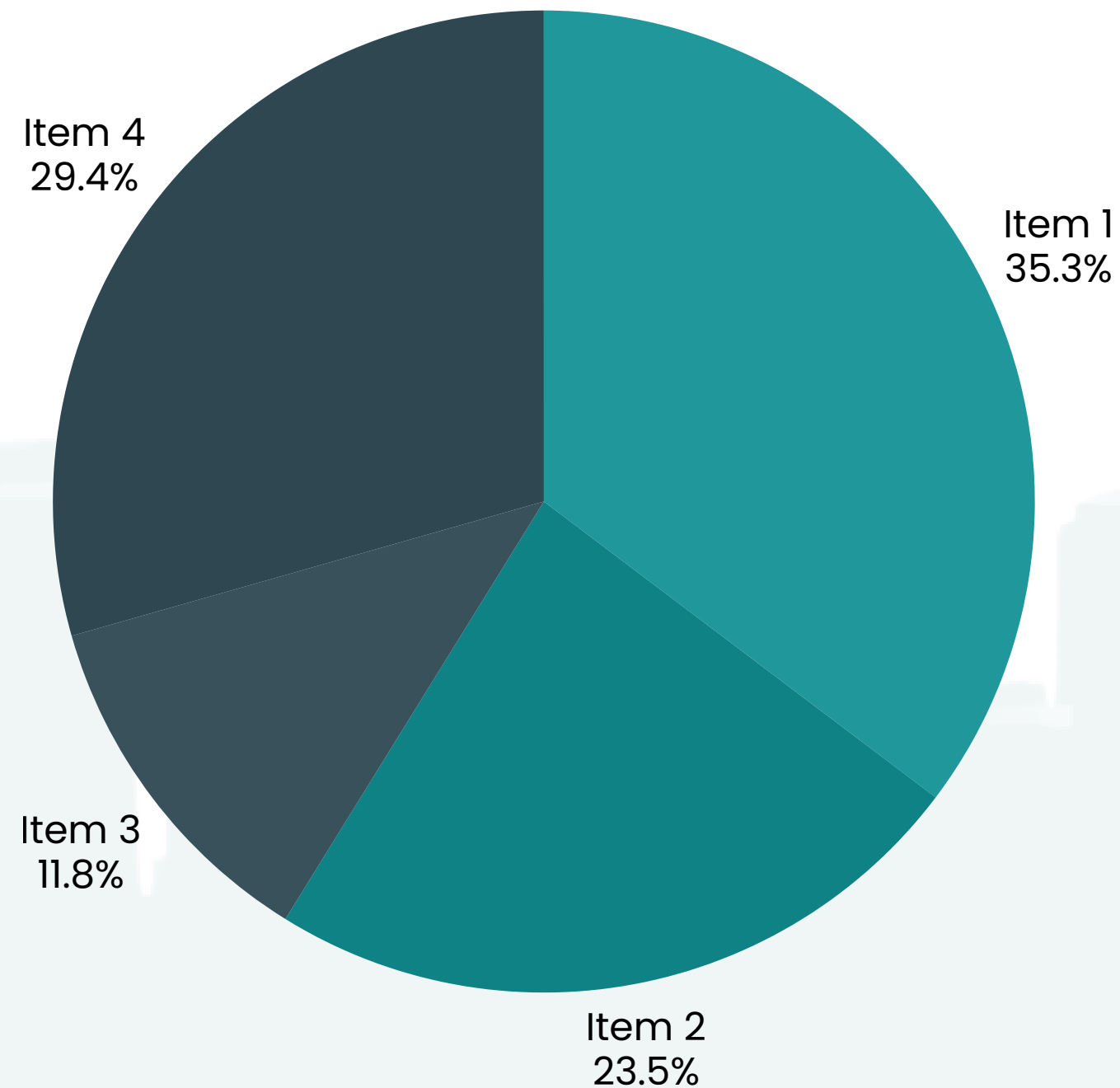
QA Framework

Programme Review

Risk Register

Graduate Outcomes

PRP Audit Rating System



Compliance Levels

● **STRONG:** Complete, current, and aligned with SMC/MOH expectations. ● **PARTIAL:** Exists but needs updating or formal approval.

Rating Indicators

● **CRITICAL:** Missing, insufficient, or non-compliant evidence requiring immediate attention for accreditation readiness.

Key Guidelines

These four essential guidelines form the foundation of medical school accreditation readiness in Singapore. Align all documentation with SMC and MOH standards, maintain clear governance structures, ensure comprehensive curriculum integration, and provide evidence-based quality assurance throughout your audit preparation process.



SMC Alignment



Clear Governance



Curriculum Integration



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**www.prpquality.io
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Access Resources Portal

www.smc.gov.sg/accreditation

