



# EMC Procedural Checklist

## INTRODUCTION

The Procedural Checklist assesses the trainee's ability to safely and appropriately perform procedures.

Procedures must be assessed by an Approved Assessor (see assessment summary page for Approved Assessor Matrix).

## INSTRUCTIONS

### Trainees

Trainees are required to complete all procedures. There must be one entry for every row of the checklist.

Procedures are required to be completed as indicated in the checklist. Procedures are denoted as those to be completed on real patients (R), simulated (S), adult (A), paediatric (P), male (M) and female (F).

### Assessors

Trainees are assessed by the Approved Assessor who observes the encounter.

The Approved Assessor records their name, signature and date of the procedure on the checklist.

The Primary Supervisor is required to countersign the bottom of each page of the checklist once they have confirmed that all procedures have been assessed by an Approved Assessor (which can include a registered specialist medical practitioner with the appropriate scope of practice).

The Primary Supervisor arranges for the procedures on the checklist to be saved in the assessment area of the ACEM Educational Resources website.

ACEM Emergency Medicine Certificate (EMC)

	<b>Procedure</b>	<b>Adult (A) Paediatric (P) Simulation (S) Real Patient (R) Male (M) Female (F)</b>  <b>*DOPS</b>	<b>Date of procedure</b>	<b>Name of supervisor/specialist</b>	<b>Signature of supervisor/ specialist</b>
<b>Resus</b>	Insert oropharyngeal airway	R			
	Insert nasopharyngeal airway	R			
	Insert laryngeal mask	R/S			
	Basic airway manoeuvres	R			
		R			
	Use bag valve mask (both one and two handed)*	R/S, A			
R/S, P					
<b>Analgesia/pain relief</b>	Intranasal analgesia (adult or paediatric)	R			
	Digital nerve block	R			
	Infiltration of local anaesthetic	R			
<b>Musculo-skeletal</b>	Plaster upper limb*	R			
	Plaster lower limb*	R			
<b>Trauma</b>	Pelvic splinting / binder	R/S			
	Close wound with tissue adhesive	R			
	Suture wound*	R			
	C spine manouver, including 3-person log roll*	R			
<b>Burns</b>	Assess burn (size and depth)	R			
<b>Wounds</b>	Incision and drainage of abscess	R			
<b>Cardiac</b>	Safe defibrillation (adult or paediatric)*	R/S			
<b>Circulation</b>	IV access - Large bore (16G or larger)	R			
	Intraosseous access	R/S			

<b>Neurology</b>	Mini-mental state examination	R			
<b>Paediatrics</b>	Appropriate basic airway techniques (on an infant)	R/S			
	Assess hydration	R			
	Teach use of spacer	R			
<b>Obstetrics and gynaecological</b>	Speculum vaginal examination and visualisation of the cervical os	R			
	Assess foetal heartbeat in late pregnancy (foetal doppler)	R			
<b>Gastro-intestinal</b>	Insertion of nasogastric tube	R			
<b>Toxicology and toxinology</b>	Pressure bandage with immobilisation (PBI)	R/S			
<b>Ophthalmological</b>	Removal of foreign body from eye	R			
<b>Other</b>	Insertion of urinary catheter	R, M			
	Insertion of urinary catheter	R, F			

Name of Primary Supervisor \_\_\_\_\_ Signature of Primary Supervisor \_\_\_\_\_ Date \_\_\_\_\_