



SPECIAL SKILLS PLACEMENT - ULTRASOUND

1. PURPOSE AND SCOPE

The purpose of these guidelines is to outline the minimum criteria for accreditation of a special skills placement in Ultrasound.

Abbreviations used in this document:

- **ASUM** – Australasian Society for Ultrasound in Medicine
- **CCPU** – Certificate in Clinician Performed Ultrasound
- **DDU** – Diploma of Diagnostic Ultrasound
- **DMU** – Diploma of Medical Ultrasound
- **FRANZCR** – Fellow of The Royal Australian and New Zealand College of Radiologists
- **EFAST** – Extended Focused Assessment with Sonography for Trauma
- **AAA** – Abdominal Aortic Aneurysm

2. SUPERVISOR

The principal supervisor should have significant experience in Emergency Department (ED) Ultrasound. An appropriate post-graduate qualification is required (DDU, DMU, FRANZCR or a minimum four (4) modules of CCPU or equivalent). It is highly desirable to have at least three (3) years post Fellowship experience; however, if this is not possible a nominated co-supervisor with minimum three (3) years post Fellowship experience should be available as a resource.

Involvement of co-supervisors from other imaging provider departments within the hospital is desirable (e.g. radiology and cardiology).

3. PLACEMENT STRUCTURE

The placement may be undertaken at 0.5 FTE to 1.0 FTE with a minimum term equivalent to three (3) months at 1.0 FTE. It should be recognised that differing placement lengths may determine differing learning objectives.

4. DEMOGRAPHICS

The department should have sufficient casemix and caseload to provide a broad experience in ED Ultrasound. Time in radiology (ultrasound) or cardiology (echocardiography) may be required to gain sufficient experience in subgroups of patients.

5. LEARNING OBJECTIVES

Learning objectives will include, but are not limited to, developing knowledge and skills in the following:

- Understanding of physics and instrumentation of Ultrasound
- Image acquisition and optimisation
- Procedural Ultrasound (e.g. vascular access, nerve blocks, paracentesis, thoracocentesis)
- Abdominal aortic aneurysm scanning
- Extended Focused Abdominal Ultrasound in Trauma

- Echocardiography in life support / rapid cardiac assessment
- Lung

6. APPLICATION AND ADAPTATION OF CORE ULTRASOUND KNOWLEDGE AND SKILLS TO ALTERNATE CLINICAL SCENARIOS IS ASSUMED. ACTIVITIES / DUTIES

6.1 In general

The activities/duties that a trainee undertakes within the placement must reconcile with the set learning objectives of the placement. For each learning objective, there should be documented activities / duties being undertaken in order for the trainee to achieve the objective.

The trainee's primary role during their ultrasound placement should be performing and interpreting ultrasound. It is recognised and encouraged that this will usually occur within the clinical setting, but the trainee should not be considered part of the usual ED workforce.

The trainee must keep a log of their scans which will include: case details, type of scan, provisional diagnosis made by trainee, confirmed diagnosis, supervisor's comments.

As a guide, the trainee will be expected to perform at least 200 scans during a three (3) month 1.0 FTE placement. Similarly, the expectation will be for 400 scans during a six (6) month 1.0 FTE placement.

Ultrasound images must be securely stored for the duration of the placement, or longer, in line with hospital guidelines.

6.2 Specifically

The trainee will undertake the following activities during the placement:

- (a) A distinct project in the use of Ultrasound in the ED. This can include audit, survey, or chart review.
- (b) Experience and involvement in at least two additional administrative aspects of focused ultrasound services in their department eg. teaching, courses, quality assurance, research funding, IT infrastructure, machine maintenance, intradepartmental meetings.
- (c) Online modules or completion of equivalent course as determined by EDUC

AND

- (d) For three-month FTE placements, it is expected to complete the following emergency medicine applications of Ultrasound to ACEM or ASUM (CCPU) standard:
 - AAA;
 - EFAST;
 - procedural guidance;
 - Basic echocardiography in life support;
 - Lung
- (e) For six-month FTE placements, it is expected to consolidate skills in core modules (*AAA; EFAST; Procedural Guidance, Basic echocardiography in life support, Lung*) with a focus on further specialization in one or more of the core modules, and undertake additional modalities in emergency medicine applications of Ultrasound. Learning expectations should be clearly defined in collaboration with the Supervisor at the commencement of the term.

7. SUPERVISION AND ASSESSMENT

For each activity/duty being undertaken to achieve a certain learning objective, it should be clear as to how it will be assessed that the trainee has successfully met the objective during the placement.

Where the special skills placement is dependent on access to training in external departments or by external providers, a formalised written arrangement for access to training is to be provided.

An initial orientation meeting at the start of the placement is required to ensure the trainee understands the learning objectives, how they will be achieved, and how they will be assessed as being met. A mid-placement assessment is required to review the progress with respect to this.

Regular contact with the placement supervisor is required throughout the placement. This will include weekly sessions to proctor scans and review technique.

The supervisor(s) will proctor the trainee for all cases performed until a predetermined level of expertise is achieved.

7.1 Learning Portfolio

The trainee is required to maintain a Learning Portfolio in which all learning outcomes are documented in the ACEM Learning and Development Plan (LDP). The trainee describes the activities they will perform to achieve the learning outcomes during their placement. In addition, the following should be included in the LDP:

- a list of educational sessions delivered and/or attended
- a list of supervisor meetings
- any other related activities
- a copy of any research or project(s) performed

At the end of the placement, the supervisor will sign off that the trainee's LDP has been reviewed and displays sufficient evidence that all learning objectives have been attained, as evidence for successful completion of the placement.

7.2 In-Training Assessment (ITA)

An in-training assessment must be completed every three months.

8. DOCUMENT REVIEW

Timeframe for review: every two (2) years, or earlier if required.

8.1 Responsibilities

Document authorisation: Council of Education
 Document implementation: Director of Training and Education
 Document maintenance: Manager Accreditation

8.2 Revision History

Version	Date of Version	Pages revised / Brief Explanation of Revision
06-00	July 2015	Section 7 Changed Learning Portfolio and include LNA information and addition of ITA

		requirement. Addition of Section 8.
06-10	Sep 17	Reference to “term” changed to “placement” as per Regulation B
07-00	Sep 20	General 2 yearly review. Learning Needs Analysis (LNA) has been replaced with Learning and Development Plan (LDP)

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