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 desirable (DDU, DMU, FRANZCR or CCPU or equivalent).

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. 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 sub groups 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
6. 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 will keep a log of their scans which will include: case details, type of scan, provisional diagnosis made by trainee, confirmed diagnosis, supervisors comments.

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

Ultrasound images are to 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) Participate in a recognised course in ultrasound which
   • meets current ACEM guidelines for point of care ultrasound; or
   • be a CCPU accredited course.
   This course may have been undertaken in the 12-months prior to commencement of the placement.

(b) A distinct project in the use of Ultrasound in the ED. This can include audit, survey, or chart review.

AND

(c) For three-month placements, it is desirable to complete at least two emergency medicine applications of Ultrasound to ACEM or ASUM (CCPU) standard from:
   • AAA;
   • EFAST;
   • Vascular access or basic echocardiography in life support.

(d) For six-month placements, it is desirable to complete the following emergency medicine applications of Ultrasound to ACEM or ASUM (CCPU) standard:
   • AAA;
   • EFAST;
   • Vascular access and basic echocardiography in life support.

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.

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 Needs Analysis (LNA). 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 LNA:

- 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 LNA 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

<table>
<thead>
<tr>
<th>Version</th>
<th>Date of Version</th>
<th>Pages revised / Brief Explanation of Revision</th>
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<tbody>
<tr>
<td>06</td>
<td>July 2015</td>
<td>Section 7 Changed Learning Portfolio and include LNA information and addition of ITA requirement. Addition of Section 8.</td>
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<tr>
<td>06-1</td>
<td>Sep 17</td>
<td>Reference to “term” changed to “placement” as per Regulation B</td>
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