



AUSTRALASIAN COLLEGE  
FOR EMERGENCY MEDICINE

## ACCREDITATION PROCEDURE ULTRASOUND WORKSHOP PROVIDER

Document No:	SP348
Approved:	May 2013
Last Revised:	Nov 2014
Version No:	03

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# ACEM RECOGNITION OF ULTRASOUND WORKSHOP PROCEDURE

## 1. ACEM ULTRASOUND WORKSHOP RECOGNITION

ACEM's ED Ultrasound Subcommittee (EDUS) assesses whether a workshop (or module) can be recognised as complying with ACEM ultrasound guidelines and policies (see 4). This is not the same as Continuing Professional Development (CPD) accreditation.

Ultrasound workshops/modules may be recognised for the following four modules:

- AAA (Abdominal Aortic Aneurysm)
- EFAST (Extended Focussed Assessment with Sonography for Trauma)
- Procedures (includes vascular access and other procedures)
- Echo in Life Support (Echocardiography in Life Support)

Workshop providers may provide workshops covering these modules in any combination without having to resubmit an application for a specific combination of modules.

Workshop providers will be expected to collect structured feedback from participants to ensure that learning needs are met. Workshop providers are required to inform candidates that if they have concerns about the standards of the workshop, they can feedback to the College via the College admin email address ([admin@acem.org.au](mailto:admin@acem.org.au)) which could be provided at the end of the evaluation form.

In order to differentiate EDUS recognition from CPD accreditation, the wording specified under 3(b) should be used by providers for EDUS recognised workshops.

## 2. APPLICATIONS FOR ACEM RECOGNITION

- a) Applications for ultrasound workshop recognition are to include the application form and all workshop material (including a program). Provisional recognition will be granted until a summary of evaluation feedback is submitted.
- b) Workshops will be recognised for a period of five (5) years. Re-assessment of this recognition will be due five (5) years from the January following the accreditation decision.
- c) Applications for re-assessment of recognition need only submit the application form, the workshop program and summary of evaluation feedback. ACEM may ask for detailed data of the feedback if there are concerns regarding a workshop.

- d) ACEM may review the recognition status of a workshop at any time if it believes that the workshop may not be compliant with ACEM ultrasound guidelines and policies.
- e) Workshops submitted for recognition as being compliant with ACEM ultrasound guidelines and policies, or re-assessment of recognition, will be reviewed by two members of the EDUS who do not have a conflict of interest with the workshop being reviewed.

### 3. CONTINUING PROFESSIONAL DEVELOPMENT (CPD)

- a) All applications for ultrasound workshop recognition will automatically be forwarded to the CPD department for the purpose of CPD accreditation; there is no need to submit a separate application.
- b) In order to differentiate workshops recognised by the EDUS from CPD accredited workshops, the following wording is to be used for EDUS recognised workshops:

*“This workshop is recognised by the ACEM ED Ultrasound Subcommittee as complying with ACEM ultrasound guidelines and policies for <insert module(s) - AAA/EFAST/Echo in Life Support> and (if applicable) is accredited for <XX> hours within the continuing professional development program”.*
- c) Workshops which are recognised as complying with ACEM ultrasound guidelines and policies will be accredited for CPD for five (5) years, rather than the usual three (3) years.

### 4. ULTRASOUND POLICIES/GUIDELINES

The ACEM guidelines and policies developed by the EDUS relating to ultrasound are:

- P21 Policy on Use of Bedside Ultrasound by Emergency Physicians
- P22 Policy on Credentialing for ED Ultrasonography: Trauma Examination and Suspected AAA
- P61 Policy on Credentialing for Echocardiography in Life Support
- G25 Guidelines on Minimum Criteria for Ultrasound Workshops

These documents can be located on the ACEM website ([www.acem.org.au](http://www.acem.org.au)).