



ACCS CORE TRAINING PROGRAMME HANDBOOK 2020-2021

Version 2 – 1st October 2020

Trainee Name:	
GMC number:	
ACCS parent speciality:	
National training number:	
Base hospital:	
Educational supervisor:	
<u>Emergency Medicine</u>	
Dates:	
Clinical supervisor:	
<u>Acute Medicine</u>	
Dates:	
Clinical supervisor:	
<u>Anaesthetics</u>	
Dates:	
Clinical supervisor:	
<u>Intensive Care Medicine</u>	
Dates:	
Clinical supervisor:	

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Introduction

Welcome to the East of England ACCS training programme comprised of:

CT/ST1:

Emergency Medicine (EM) - 6 months block

Acute Medicine (AM) - 6 months block

CT/ST2 –

Anaesthetics - 6 months block

Intensive Care Medicine (ICM) - 6 months block

CT/ST3 – 12 months in the trainee's parent speciality

The ACCS handbook has been designed to outline the requirements of the first two years of the ACCS training program. It will enable you to keep track of your progress and prepare for your Annual Review of Competence Progression (ARCP), which will take place in June/July.

Trainees should use their speciality specific e-Portfolio to record workplace based assessments (WPBA) and this handbook to keep track of progress and for the completion of specific forms as outlined in each section.

Supervision and assessment

Educational supervisor (ES)

The consultant who supervises the progress of the trainee over the course of their ACCS training program and completes the Educational Supervisor's or Structured Training Report required for the ARCP. Each ACCS trainee will be assigned an ES in their parent specialty at the beginning of the ACCS programme.

The ES may also complete workplace based assessments and should contribute to the trainee's 360 degree multi-source feedback.

The ES is responsible for ensuring the trainee has been reviewed by a representative number of the training faculty and for completion of the Faculty Governance Statement or Multi-Consultant review required for ARCP.

While in a rotation in their parent specialty, each trainee is expected to meet three times with their Educational Supervisor.

Clinical supervisor (CS)

Any consultant who directly supervises the trainee in the clinical setting and completes workplace based assessments is referred to as a Clinical Supervisor.

When outside their parent specialty, trainees will be assigned a specific Clinical Supervisor to complete their progress reports in that specialty.

While in a rotation outside their parent specialty, each trainee is expected to meet three times with their assigned Clinical Supervisor and at least once with their Educational Supervisor. The following should be completed at the supervision meetings:

Initial meeting with Educational or Clinical Supervisor

To be scheduled within 4 weeks of starting the rotation. A supervisor's initial educational meeting form is to be completed on the trainee's e-Portfolio. During the initial meeting, educational objectives will be set and these will be used to assess the trainee's progress in subsequent meetings. At this meeting a Personal Development Plan (PDP) should be completed detailing all anticipated aspirational study leave. [For full study leave guidance click here.](#)

Mid-term meeting with Educational or Clinical Supervisor

To be scheduled at the beginning of the third month of the rotation. A supervisor's mid-term educational meeting form is to be completed on the trainee's e-Portfolio.

Final meeting with Clinical Supervisor (when in a rotation outside trainee's parent specialty)

To be scheduled during the fourth month of the rotation and prior to the final Educational Supervisor's meeting if the trainee is in a post outside their parent specialty.

The supervisor's End of Placement review form should be completed and should state whether the trainee has achieved all the required competencies for the rotation (or is 'on-track' to complete all of the required competencies before the end of the 6 month period of the rotation).

ACCS Anaesthetic Stream Trainees Only - to record the end of placement meetings please complete a paper copy of the 'Clinical Supervisor's End of Placement Report' (Appendix 1) and ensure your supervisor signs it. Then scan and save to your computer. Then create a personal activity, title it 'clinical supervisors end of placement report AM/EM'. In activity type select 'supervisory meeting', select add supporting document, link the scanned copy of the 'clinical supervisors end of placement report' document to it. Make sure you select – 'visible in ESSR- Yes, this activity is visible on the ESSR'.

Final meeting with Educational Supervisor

To be scheduled at the end of the fourth month of training and at least four weeks prior to the trainee's scheduled ARCP.

The Educational Supervisors Report/Structured Training Report is to be completed in advance of the ARCP panel so that any problems or missing evidence is identified and the trainee has adequate time to complete any outstanding competencies.

Evidence of achievement of the learning objectives, together with the results of the WPBAs and all mandatory competency requirements will be reviewed and will form the content of the report.

When the trainee has been in a specialty outside their parent specialty, the educational reports of the clinical supervisor, including the Clinical Supervisor's End of Placement review will provide the evidence for completion of the report.

Included in the final report will be attendance at Regional Training Days and days of absence from training. Additional training time in the relevant speciality may have to be considered in the event of absence of more than 14 days per year.

The trainee should be made fully aware of the content of the report before it is submitted.

The ARCP panel will review the Educational Supervisors Report/Structured Training Report, and the trainee's e-Portfolio to confirm all required competencies have been achieved before the trainee is allowed to proceed to the next level of training.

Trainees should follow and complete the ARCP checklist relevant to their year.

- The CT1 ARCP Checklist can be located on Page: 23
- The CT2 ARCP Checklist can be located on Page: 55

The completed ARCP checklist MUST be signed by the educational supervisor and uploaded onto e-Portfolio for ARCP.

Portfolios

All three ACCS parent specialties (Emergency Medicine, Acute Medicine and Anaesthetics) have electronic portfolios. Each ACCS trainee must register with their Specialty College and maintain an up-to-date e-portfolio throughout their training program. The e-portfolio should contain a complete record of the trainee's training experience. All three portfolios are designed to record the required educational supervision meetings, workplace based assessments, multi-source feedback, reflective notes and ARCP outcomes and all have a facility to allow trainees to upload additional evidence to a personal library.

Emergency Medicine ACCS Trainees

Emergency Medicine stream trainees should use the [NHS e-Portfolio](#)

ACCS EM Trainees need to register with the Royal College of Emergency Medicine. [Click here for further information.](#)

Anaesthetics ACCS Trainees

ACCS Anaesthetic stream trainees should use the [Royal College of Anaesthetists LifeLong Learning Platform](#)

The LLP is a new and evolving system; some parts of the curriculum are not easily recorded on the LLP. They are highlighted in this book. Please note that currently we do not require a CUT form for any of the major or acute presentations just **one** WPBA (ACEX, CBD, DOPS or other personal activity etc.) as detailed in this booklet. Add and make sure it is visible on the ESSR.

The summary tables included in this workbook can be included in the Educational Supervisors Report and placed in the 'Documents folder' on LLP.

Please ensure you link this uploaded document to a personal activity and make sure it is visible on the ESSR and title it 'Acute Medicine or Emergency Medicine summary table so it can easily be found during your ARCP.

Acute Medicine ACCS Trainees

ACCS Acute Medicine stream trainees should use the [NHS e-Portfolio](#)

ACCS AM Trainees need to register with the [Joint Royal Colleges of Physicians Training Board \(JRCPTB\)](#)

ACCS CT/ST1

Emergency Medicine and Acute Medicine

During the first year of the ACCS programme, you will spend 6 months in Emergency Medicine and 6 months in Acute Medicine. The specialties are complimentary and you are expected to encounter many of the same presentations during both rotations. You will gather evidence of competency across a broad curriculum.

The evidence must take the form of work-place based assessments where specified and additional competencies may be demonstrated with a combination of e-learning, reflective entries, teaching, and audit. Summative assessments of your management of the Major Presentations and several of the Acute Presentations must be completed by a consultant as outlined in the ARCP Checklist.

It is recognised that some rare presentations may only be encountered in a simulation session or life support course. Work-place based assessments can be requested on courses in the same way that they are requested in real practice but should make up only a small number of your overall competency assessments and should only be required for the presentations that you are less likely to encounter in everyday practice.

Below the curriculum summary table, you will see the CT/ST1 ACCS Checklist. This is the definitive list of evidence that you must present at your ARCP to achieve outcome 1 and progress to the next level of training. You are required to provide supporting evidence in your e-portfolio for each item on the ARCP checklist.

It is recommended that you start early to gather evidence in the form of WPBAs and other documentation. It is very difficult to adequately evidence your progress if you wait until too late in the year and remember that the final Educational Supervisor's meeting should take place 4 weeks in advance of your scheduled ARCP.

During your time in each specialty, you should attend all locally arranged educational sessions and the required ACCS Regional Training Days.

ACCS training is described under the headings of:

- 1. Common Competencies**
- 2. Major Presentations**
- 3. Acute Presentations**
- 4. Practical Procedures**
- 5. Anaesthesia in ACCS including additional practical procedures**

[For the full curriculum click here](#)

Common Competencies, Major Presentations, Acute Presentations and Practical Procedures

Below is a summary table of the clinical competencies required in ACCS training. The table is for your reference and it is advised that you document the date on which you have achieved and evidenced each curriculum item. The table is valuable as a reference for you as you populate your e-portfolio and for your Educational Supervisor when completing your Structured Training Report (STR).

ACCS Competencies		
	Common competencies	Sign and date
CC1	History taking	
CC2	Clinical examination	
CC3	Therapeutics and safe prescribing	
CC4	Time and workload management	
CC5	Decision making and clinical reasoning	
CC6	The patient as central focus of care	
CC7	Prioritisation of patient safety in clinical practice	
CC8	Team working and patient safety	
CC9	Principles of quality and safety improvement	
CC10	Infection control	
CC11	Managing long term conditions and promoting patient self-care	
CC12	Relationships with patients and communication within a consultation	
CC13	Breaking bad news	
CC14	Complaints and medical error	
CC15	Communication with colleagues and cooperation	

CC16	Health promotion and public health	
CC17	Principles of medical ethics and confidentiality	
CC18	Valid consent	
CC19	Legal framework for practice	
CC20	Ethical research	
CC21	Evidence and guidelines	
CC22	Audit	
CC23	Teaching and training	
CC24	Personal behaviour	
CC25	Management and NHS structure	
	Major presentations:	Sign and date:
CMP1	Anaphylaxis	
CMP2	Cardio-respiratory arrest	
CMP3	Major trauma	
CMP4	Septic patient	
CMP5	Shocked patient	
CMP6	Unconscious patient	
	Acute presentations:	Sign and date:
CAP1	Abdominal pain	
CAP2	Abdominal swelling, mass and constipation	
CAP3	Acute back pain	
CAP4	Aggressive/disturbed behaviour	
CAP5	Blackout/collapse	

CAP6	Breathlessness	
CAP7	Chest pain	
CAP8	Confusion, acute delirium	
CAP9	Cough	
CAP10	Cyanosis	
CAP11	Diarrhoea	
CAP12	Dizziness and vertigo	
CAP13	Falls	
CAP14	Fever	
CAP15	Fits/seizure	
CAP16	Haematemesis/melaena	
CAP17	Headache	
CAP18	Head injury	
CAP19	Jaundice	
CAP20	Limb pain and swelling - atraumatic	
CAP21	Neck pain	
CAP22	Oliguric patient	
CAP23	Pain management	
CAP24	Painful ear	
CAP25	Palpitations	
CAP26	Pelvic pain	
CAP27	Poisoning	
CAP28	Rash	
CAP29	Red eye	

CAP30	Suicidal ideation/mental health	
CAP31	Sore throat	
CAP32	Syncope and pre-syncope	
CAP33	Traumatic limb and joint injuries	
CAP34	Vaginal bleeding	
CAP35	Ventilatory support	
CAP36	Vomiting and nausea	
CAP37	Weakness and paralysis	
CAP38	Wound assessment and management	
	Practical procedures	Sign and date
PP1	Arterial cannulation	
PP2	Peripheral venous cannulation	
PP3	Central venous cannulation	
PP4	Arterial blood gas sampling	
PP5	Lumbar puncture	
PP6	Pleural tap and aspiration	
PP7	Intercostal drain – Seldinger	
PP8	Intercostal drain – open	
PP9	Ascitic tap	
PP10	Abdominal paracentesis	
PP11	Airway protection	
PP12	Basic and Advanced Life Support	
PP13	DC cardioversion	
PP14	Knee aspiration	

PP15	Temporary pacing (external/wire)	
PP16	Reduction of dislocation / fracture	
PP17	Large joint examination	
PP18	Wound management	
PP19	Trauma primary survey	
PP20	Initial assessment of the acutely unwell	
PP21	Secondary assessment of the acutely unwell (post resus)	
PP22	Connection to a mechanical ventilator	
PP23	Safe use of drugs to facilitate mechanical ventilation	
PP24	Managing the patient fighting the ventilator	
PP25	Monitoring respiratory function	
PP26	Deliver a fluid challenge safely to an acutely unwell patient	
PP27	Describe actions required for accidental displacement of tracheal tube of tracheostomy	

The training committee recognise that it may not be feasible to complete this number of WPBAs in a 24 month period and will take a pragmatic approach. It is expected that the trainees will complete at least **90%** of the total number.

ACCS Anaesthetic Stream Trainees Only For the practical procedures required during ACCS 1 EM please use the following table to find the correct code for the DOPS required. For other practical procedures please record them in your log books on the LLP as stand-alone procedures.

Practical Procedure DOPS for EM

	OLD CODE	STAGE			NEW CODE	NEW NAME
airway maintenance	PP11	ACCS	major presentation	major trauma	A28_CP_11	Provide emergency airway management oxygen therapy and ventilation.
primary survey	PP19	ACCS	major presentation	major trauma	A28_CP_10	Be able to perform and interpret the primary and secondary survey
wound care	PP18	ACCS	Acute presentations	Wound assessment and management	A69_CP_13	Demonstrate wound closure, dressings
wound care	PP18	ACCS	Acute presentations	Wound assessment and management	A69_CP_12	Be able to demonstrate the technique of wound toilet including removal of foreign bodies
wound care	PP18	ACCS	Acute presentations	Wound assessment and management	A69_CP_11	Be able to demonstrate the ability to explore a wound and recognise injury to structures
fracture/joint manipulation	PP16	ACCS	Acute presentations	traumatic joint injuries	A64_CP_08	Demonstrate common techniques for joint and fracture reduction
any other DOPS for a practical procedure						

Practical procedures for EM- any 5 DOPS including 5 different practical procedures and a log book with them recorded as stand-alone procedures.

Use the hand book to record the date and name of the DOPS so it can be found easier at your ARCP.

Common Competencies descriptors

These are competencies that should be acquired by all doctors during their training period starting within the undergraduate career and developing throughout postgraduate training. For ACCS trainees, competence to at least level 2 descriptors will be expected prior to progression into further specialty training. Documentation of competency achievement should begin in year 1 and continue until all the required competencies have been achieved.

Competency Level Descriptors			
Level	Task orientated competence	Knowledge orientated competence	Patient management competence
1	Performs task under direct supervision	Very limited knowledge; requires considerable guidance to solve a problem within the area.	Can take history, examine and arrange investigations for straight forward case (limited differential diagnosis). Can initiate emergency management and continue a management plan, recognising acute divergences from the plan. Will need help to deal with these.
2	Performs task in straightforward circumstances, requires help for more difficult situations. Understands indications and complications of task.	Sound basic knowledge; requires some guidance to solve a problem within the area. Will have knowledge of appropriate guidelines and protocols.	Can take history, examine and arrange investigations in a more complicated case. Can initiate emergency management. In a straightforward case, can plan management and manage any divergences in short term. Will need help with more complicated cases.

3	Performs task in most circumstances, will need some guidance in complex situations. Can manage most complications, has a good understanding of contraindications and alternatives.	Advanced knowledge and understanding; only requires occasional advice and assistance to solve a problem. Will be able to assess evidence critically.	Can take history, examine and arrange investigations in a more complex case in a focused manner. Can initiate emergency management. In a most cases, can plan management and manage any divergences. May need specialist help for some cases.
4	Independent (consultant) practice	Expert level of knowledge	Specialist

Multisource feedback

The trainee is expected to have **multisource feedback** with a minimum of **12 responses**, including 2 from consultants, at least once a year. It is recommended during the CT/ST2 year that the MSF is completed during the rotation in Intensive Care Medicine.

In addition, each parent specialty has a unique form of multi-consultant review that must be completed prior to the end of the rotation. The specific requirements are outlined within the sections dedicated to each specialty below.

ACCS Emergency Medicine Rotation

All ACCS trainees, regardless of parent specialty, must fulfil the same competency requirements during their Emergency Medicine rotation.

The competencies must be recorded in the specialty-specific e-portfolio as described above.

The table of competencies on page 8 provides a comprehensive list of all curriculum requirements and it is recommended that you fill it in to keep a record of your progress throughout Emergency Medicine and Acute Medicine.

Work-place-based assessments (WPBAs) must be completed electronically or on paper and signed, uploaded and linked to the curriculum codes on your e-portfolio as evidence that you have achieved each competency.

The ARCP Checklist on page 23 is a summary of the requirements in each of the rotations and is used to confirm that your supervisor has viewed the documentation associated with each requirement. Once complete, the checklist must be signed by your Educational Supervisor and uploaded to the document/personal library in your e-portfolio. **The ARCP panel will definitely view your ARCP checklist.**

Please create a file in your personal library on e-portfolio labeled ARCP CT-1 and a subfolder labeled Emergency Medicine where you will upload scanned documents.

All scanned evidence must be uploaded to the ARCP CT-1, Emergency Medicine file with an appropriate title (e.g. ALS Certificate 2018).

Example:

ARCP CT-1

Emergency Medicine

ALS Certificate July 2018

ACCS Anaesthetic Streamed Trainees Only –Please ensure this document is linked to a personal activity within the date range of the ESSR.

Emergency Medicine Competencies:

Major Presentations:

Summative Work-Place Based Assessments by a Consultant of two of the following Major Presentations

CMP1 Anaphylaxis

CMP2 Cardio-respiratory arrest (or current ALS certification)

CMP3 Major Trauma

CMP4 Septic Patient

CMP5 Shocked Patient

CMP6 Unconscious Patient

Acute Presentations:

Summative Work-Place Based Assessments by a Consultant of the following five Acute Presentations

CAP1 Abdominal Pain

CAP6 Breathlessness

CAP7 Chest Pain

CAP18 Head Injury

CAP30 Mental Health

Formative Work-Place Based Assessments by an appropriate clinician of 5 further Acute Presentations (see the Acute Presentations curriculum table on page 9)

Evidence of completion of 10 other Acute Presentations using a combination of WPBAs, teaching delivered, audit, QIP, e-learning modules and reflective practice.

Practical Procedures:

Directly observed practical skills (DOPS) in each of the following five domains

Airway Maintenance

Primary Survey

Wound Care

Fracture/Joint Manipulation

Any other practical procedure

ACCS Acute Medicine Rotation

All ACCS trainees, regardless of parent specialty, must fulfil the same competency requirements during their Acute Medicine rotation.

The competencies must be recorded in the specialty-specific e-portfolio as described above.

The table of competencies on page 8 provides a comprehensive list of all curriculum requirements and it is recommended that you fill it in to keep a record of your progress throughout Emergency Medicine and Acute Medicine.

Work-place-based assessments (WPBAs) must be completed electronically or on paper and signed, uploaded and linked to the curriculum codes on your e-portfolio as evidence that you have achieved each competency.

The ARCP Checklist on page 23 is a summary of the requirements in each of the rotations and is used to confirm that your supervisor has viewed the documentation associated with each requirement. Once complete, the checklist must be signed by your Educational Supervisor and uploaded to the document/personal library in your e-portfolio. **The ARCP panel will definitely view your ARCP checklist.**

Please create a file in your personal library on e-portfolio labeled ARCP CT-1 and a subfolder labeled Acute Medicine where you will upload scanned documents.

All scanned evidence must be uploaded to the ARCP CT-1, Acute Medicine file with an appropriate title (e.g. ALS Certificate 2018).

Example:

ARCP CT-1

Acute Medicine

ALS Certificate July 2018

ACCS Anaesthetic Streamed Trainees Only –Please ensure this document is linked to a personal activity within the date range of the ESSR.

Acute Medicine Competencies:

Major Presentations:

Formative Work-Place Based Assessments by a Consultant of two of the following Major Presentations

CMP1 Anaphylaxis

CMP2 Cardio-respiratory arrest (or current ALS certification)

CMP3 Major Trauma

CMP4 Septic Patient

CMP5 Shocked Patient

CMP6 Unconscious Patient

Acute Presentations:

Formative Work-Place Based Assessments of at least 10 acute presentations using a variety of assessment tools including ACAT. See the Acute Presentations curriculum table on page 9)

Evidence of completion of 10 other Acute Presentations using a combination of WPBAs, teaching delivered, audit, QIP, e-learning modules and reflective practice.

Practical Procedures:

Completion of 5 directly observed practical skills (DOPS)

ACCS-1 Rotation Timeline August 2020 to August 2021

5 August	First Rotation		E-portfolio and Documentation
Date TBC	Trust Induction	Date and program set by your Trust	Register for e-portfolio of parent specialty.
Date TBC	Department Induction	Date and program set by the Department you are joining	Confirm post and Educational Supervisor are on e-portfolio. Confirm curriculum for current rotation and common competencies are visible on e-portfolio.
12 August	ACCS-1 Induction	Induction to ACCS Program for all ACCS-1 trainees Online format Access information will be sent by email	Review ACCS Handbook to familiarise yourself with the requirements of current rotation.
Prior to first Educational Supervisor Meeting			Complete Personal Development Plan in e-portfolio. Include required and aspirational study leave. Label a folder in your Personal Library on e-portfolio for your current rotation (e.g ACCS-1 Emergency Medicine)
5-19 August	Educational Supervisor Initial Meeting	Trainee to arrange meeting within 2 weeks of rotation start date	Confirm supervisor meetings are documented in e-portfolio.
5-19 August	Clinical Supervisor Initial Meeting	Trainee to arrange meeting within 2 weeks of rotation start date	Discuss the process for requesting work-place based assessments with your Clinical Supervisor. Review the ARCP checklist for your rotation to be sure you know what competencies are required.
12 August and every Wednesday except 30th December 2020 and 6 January 2021.	Regional Training Day Educational Program starts.	900 to 1100 every Wednesday morning with the exception of 30 th December 2020 and 6 th January 2021. Access information will be forwarded to all ACCS trainees.	Online format. Trainee-led. Consultant and registrar delivered. ACCS EM, AM and Common Competencies Curriculum content. Eligible for study leave per local Trust arrangements.

2-14 November	Clinical Supervisor Mid-Term Meeting Request MSF	Trainee to arrange at mid-point of rotation Trainee to send MSF ticket requests	Review documentation of competencies with your Clinical Supervisor. Plan for the completion of outstanding competencies.
11 – 30 January	Clinical Supervisor End of Placement Meeting	Trainee to arrange Supervisor will review all documentation and complete End of Placement Meeting Form	Confirm documentation is complete. All trainees require: WPBAs complete Exam certificates Life support course certificates Child Protection Certificate MSF
3 February	Second Rotation		Confirm post and Educational Supervisor are on e-portfolio.
Date TBC	Department Induction	Date and program set by the Department you are joining	Review ACCS Handbook to familiarise yourself with the requirements of current rotation. Complete Personal Development Plan in e-portfolio.
3-17 February	Clinical Supervisor Initial Meeting	Trainee to arrange within 2 weeks of rotation start date	Discuss the process for requesting work-place based assessments with your Clinical Supervisor. Review the ARCP checklist for your rotation to be sure you know what competencies are required.
3-17 February	Educational Supervisor Mid-Term Meeting	Trainee to arrange within 2 weeks of rotation start date. Educational Supervisor to review outcome of first rotation.	
12-30 April	Clinical Supervisor Mid-Term Meeting	Trainee to arrange	Review documentation of competencies with your Clinical Supervisor. Plan for the completion of outstanding competencies.
24 May to 5 June	Clinical Supervisor End of Placement Meeting	Trainee to arrange	Confirm documentation is complete. All trainees require: WPBAs complete Exam certificates Life support course certificates Child Protection Certificate MSF
1 to 12 June	Educational Supervisor Final Meeting	Trainee to arrange 2 weeks prior to ARCP	If Educational Supervisor is completing the End of Placement review, please

			see the list above.
1-31 May	ARCP dates set Form R sent to trainees	Trainees will receive ARCP information by email from HEEoE.	Complete Form R and return it to HEEoE.
14-30 June TBC	ARCP	Dates to be confirmed but are usually held during the last 2 weeks of June. Trainees receive notification of the ARCP outcome by email from HEEoE.	ARCP panel will review all documentation in the 2 weeks prior to your scheduled ARCP. Most ARCPs take place in absentia.

Annual Review of Competence Progression

Checklist for ACCS CT/ST1

[Please click here for the COVID-19 ARCP checklist](#)

Please create a file in your personal library on e-portfolio labeled: ARCP CT-1

All paper-based evidence must be scanned and uploaded to the ARCP CT-1 file with an appropriate title (e.g. ALS Certificate 2018)

ACCS Anaesthetic Streamed Trainees Only – Please ensure this document is linked to a personal activity and visible on the ESSR.

The checklist below should be used as guidance to be certain you are completing all of the required competencies as you progress through your training year.

Work-place-based assessments or specific training modules must be completed, signed, uploaded and linked to the curriculum codes on your e-portfolio as evidence that you have achieved each competency.

After completion and prior to ARCP; this form MUST be signed by your educational supervisor and uploaded to your e-Portfolio.

Trainee Name: _____

Emergency Medicine

Summative assessments by a consultant in at least 2 Major Presentations	Date of assessment	Assessor's name
• CMP1 Anaphylaxis	Date	Name
• CMP2 Cardio-respiratory arrest (or current ALS certification)	Date	Name
• CMP3 Major Trauma	Date	Name
• CMP4 Septic patient	Date	Name
• CMP5 Shocked patient	Date	Name
• CMP6 Unconscious patient	Date	Name

Summative assessments by a consultant in **each** of the following 5 Acute Presentations:

• CAP1 Abdominal Pain	Date	Name
• CAP6 Breathlessness	Date	Name
• CAP7 Chest Pain	Date	Name
• CAP18 Head Injury	Date	Name
• CAP30 Mental Health	Date	Name

Formative assessments in **at least 5 further Acute Presentations** using a variety of assessment tools including ACAT(EM) which can cover up to 5 acute presentations

1. Date	2. Date	3. Date	4. Date	5. Date
Name	Name	Name	Name	Name

10 other **Acute Presentations** covered by: Teaching delivered / Audit / E-learning modules / Reflective practice / Additional WPBAs

1. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
2. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
3. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
4. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
5. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
6. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
7. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
8. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
9. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
10. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name

Practical procedures as DOPS in each of the following 5 domains:		
• Airway Maintenance	Date	Name
• Primary Survey	Date	Name
• Wound Care	Date	Name
• Fracture/Joint manipulation	Date	Name
• Any 1 other procedure	Date	Name

Acute Medicine

Formative assessments in 2 Major Presentations not yet covered:		
• CMP1 Anaphylaxis	Date	Name
• CMP2 Cardio-respiratory arrest	Date	Name
• CMP3 Major Trauma	Date	Name
• CMP4 Septic patient	Date	Name
• CMP5 Shocked patient	Date	Name
• CMP6 Unconscious patient	Date	Name

Formative assessments in **at least 10 Further Acute presentations** using a variety of assessment tools including ACAT(GIM)

1. Date	2. Date	3. Date	4. Date	5. Date
Name	Name	Name	Name	Name
6. Date	7. Date	8. Date	9. Date	10. Date
Name	Name	Name	Name	Name

10 other **Acute Presentations** covered by: Teaching delivered / Audit / E-learning modules / Reflective practice / Additional WPBAs

1. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
2. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name

3. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
4. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
5. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
6. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
7. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
8. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
9. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
10. Teaching / Audit / E-learning / Reflective / WPBA (Please circle)	Date	Name
Practical procedures as 5 DOPS		
11. Date	12. Date	13. Date
14. Date	15. Date	
Name	Name	Name
Name	Name	Name

Overview by end of CT/ST1

4 Major presentations 2 Summative Assessments by a Consultant in EM 2 Formative Assessments by a Consultant in AM	
40 Acute Presentations 5 Summative Assessments by a Consultant in EM 15 Formative Assessments documented by WPBAs 20 documented by other methods (Teaching, Audit, e-Learning, Reflection, additional WPBAs)	
10 Practical Procedures demonstrating competence in the domains using DOPS	
Clinical Supervisor's Report /End of Placement Review for the Emergency Medicine Rotation	
Clinical Supervisor's Report /End of Placement Review for the Acute Medicine Rotation	

Educational Supervisor's Report (AM stream trainees only) Structured Training Report (EM-stream trainees only) Educational Supervisors Structured Report (Anaesthetic stream trainees only)	
MSF Minimum of 12 responses with a minimum of 2 consultants with spread of participants	
Multi Consultant Review (AM Stream Trainees only) Faculty Governance Statement (EM Stream Trainees only)	
Audit or Quality Improvement Project - one to be completed every 12 months	
Progress in relevant post graduate examinations, please list below:	
Reflective notes - Record of any personal complaints, incidents, SUIs and any GMC concerns received must be recorded in e-portfolio and reflective notes written in response	
Compliments and thanks Scanned and uploaded to e-portfolio	
ALS or equivalent Certificate scanned and uploaded to e-Portfolio	
Safeguarding Children Level 2 Certificate scanned and uploaded to e-Portfolio	
Progress toward achieving level 2 common competences confirmed by supervisor and trainee (For EM stream Trainees – complete the red and blue man symbols in the e-portfolio)	
Up-to-date CV uploaded to personal library on e-portfolio	
Form R submitted to HEEoE	
Survey monkey feedback completed for each placement (returned to ACCS Administrator when requested)	

To be completed by trainee and countersigned by Educational Supervisor

Trainee signature:		Date:	
Education Supervisor signature:		Date:	
Education Supervisor name PLEASE PRINT			

SECOND YEAR: ACCS CT2 (ANAESTHETICS / ICM)

Anaesthetics

The ACCS anaesthesia curriculum and assessments

The anaesthesia training in ACCS is identical to the first six months of training core anaesthesia trainees receive. During the anaesthesia component of ACCS, trainees must complete the following sections of the ACCS curriculum as a minimum and attain all the identified minimum clinical learning outcomes.

You will be invited to attend an Anaesthetics Introductory day at the start of your rotation. This day is organised by [Dr Nick Wilson](#), HEE EoE School of Anaesthesia Simulation Lead [and Dr Elspeth Reid](#), Anaesthetics TPD - Core training (South)

There are two sections to the anaesthetic requirements for the anaesthetic attachment during ACCS CT2 year. **Both** sections **must** be completed:

1. Initial Assessment of Competencies usually completed in the first 3-4 months
2. The Introduction to Anaesthesia - to be completed by the end of 6 months.

Initial Assessment of Competency (IAC) 0-3 months

The IAC is the first milestone in anaesthetic training and will normally be achieved within the first 3 to 4 months of 1:1 supervised anaesthetic training. Once trainees have achieved the IAC they may work without direct supervision and join the on call rota but they will at all times remain under the supervision of a named Consultant Anaesthetist.

There are 19 WPBAs required to complete the IAC. These are summative (i.e. pass / fail; the trainee must therefore be able to demonstrate their knowledge of the subjects. This will require practice ends reading etc. prior to the assessment. The documentation of these assessments on the e-portfolio can only be completed by a Consultant or equivalent however they can utilize the expert judgement of other e.g. pain nurses regarding PCA set up, scrub staff regarding scrubbing up and resus officers or ALS faculty regarding CPR.

All 19 WPBA assessments must be completed individually on the e-portfolio, and when completed all sections must be signed on the back of the IAC certificate. The IAC certificate must be signed by 2 Consultant Anaesthetists.

To complete the IAC certificate the anaesthetic clinical supervisor should also see a logbook

A-CEX		
Assessment Code	Assessment	Trainer/Date
IAC_A01	Preoperative assessment of a patient who is scheduled for a routine operating list [not urgent or emergency]	
IAC_A02	Manage anaesthesia for a patient who is not intubated and is breathing spontaneously	
IAC_A03	Administer anaesthesia for acute abdominal surgery	
IAC_A04	Demonstrate Rapid Sequence Induction	
IAC_A05	Recover a patient from anaesthesia	

and Consultant feedback before the IAC is signed off. The IAC certificate must be **signed by 2 Consultant Anaesthetists. One should preferably be the College Tutor.**

EM /AM trainees: Link for **paper certificate** for and further information:

<http://www.rco.ac.uk/training-and-the-training-programme/initial-assessment-of-competencies-iac>

Please scan BOTH SIDES of the IAC certificate once completed and upload to nhs-eportfolio.

Anaesthetic trainees: The IAC can be found under the '**milestones and certificates**' section of the LLP and sent to the College Tutor and one other consultant for sign off.

Assessments to be used for the Initial Assessment of Competence:

DOPS		
Assessment Code	Assessment	Trainer/Date
IAC_D01	Demonstrate functions of the Anaesthetic machine	
IAC_D02	Transfer a patient onto the operating table and position them for surgery [lateral, Lloyd Davis or lithotomy position]	
IAC_D03	Demonstrate cardio-pulmonary resuscitation on a manikin	
IAC_D04	Demonstrates technique of scrubbing up and donning gown and gloves	
IAC_D05	Basic competencies for pain management – manages PCA including prescription and adjustment of machinery	
IAC_D06	Demonstrates the routine for dealing with failed intubation on a manikin	

CBD		
Examine the case-notes. Discuss how the anaesthetic plan was developed. Ask the trainee to explain their approach to preoperative preparation, choice of induction, maintenance, post operative care. Select one of the following topics and discuss the trainees understanding of the issues in context.		
Assessment Code	Assessment	Trainer/Date

IAC_C01	Discuss the steps taken to ensure correct identification of the patient, the operation and the side of operation	
IAC_C02	Discuss how the need to minimise postoperative nausea and vomiting influenced the conduct of the anaesthetic	
IAC_C03	Discuss how the airway was assessed and how difficult intubation can be predicted	
IAC_C04	Discuss how the choice of muscle relaxants and induction agents was made	
IAC_C05	Discuss how the trainee's choice of post-operative analgesics was made	
IAC_C06	Discuss how the trainee's choice of post-operative oxygen therapy was made	
IAC_C07	Discuss the problems emergency intra-abdominal surgery causes for the anaesthetist and how the trainee dealt with these	
IAC_C08	Discuss the routine to be followed in the case of failed intubation	

The Introduction to Anaesthesia - the start of training to 3-6 months)

All ACCS trainees must complete, in addition to the IAC, the modules listed under 'Introduction to anaesthesia' and all the associated learning outcomes.

The Introduction to Anaesthesia section (months 3-6) must be completed by all ACCS trainees. There are **8 Units of Training** in this section. All of these 8 units of training should be completed by the end of the 6-month anaesthetic attachment.

1. **Preoperative assessment**
2. **Premedication**
3. **Postoperative and recovery room care**
4. **Perioperative management of emergency patients**
5. **Induction of general anaesthesia**
6. **Intra-operative care**
7. **Management of respiratory and cardiac arrest**
8. **Control of infection**

EM / AM trainees

It has been agreed by the Specialty Training Committee that **EM/AM trainees** must complete **ALL** WPBA in these sections. They must be recorded by signature of the trainer below. In addition as a minimum they need to electronically complete **one** DOPS, **one** CBD and **one** ACEX for **each** unit of training on their e-portfolio. We suggest these electronic WPBA are completed at the time of discussion in order to ensure timely completion and also to gain most from the feedback.

Completion of these Units of Training needs to be demonstrated on the portfolio by the completion of **one Mid-point or Post review form for all 8 Units of Training**. There will therefore be 1 Mid-Point/Post Review assessment with documentation from the supervisor that all the WPBA

have been completed and signed and that 3 WPBA for each unit are recorded electrically. The document **MUST** also indicate achievement of the core learning outcomes for each of the Units of Training. Please scan and upload the completed paperwork for each Unit of Training, demonstrating all signatures and link to this Mid-Point/Post Review.

The above process minimises the need for electronic records, but still meets the GMC approved curriculum requirements.

Anaesthetic trainees:

Anaesthetic CBDs: As in other facets of ACCS, Anaesthetic CBDs are not intended as a test of knowledge, or as an oral or clinical examination. They are intended to assess the clinical decision-making process and the way in which the trainee used medical knowledge when managing a single case. In practical terms, the trainee will arrange a CBD with an assessor (Consultant or senior trainee) and bring along a selection of three anaesthetic records from cases in which he/she has recently been solely involved. The assessor selects one and then engages the trainee in a discussion around the pre-operative assessment of the patient, the choices and reasons for selection of techniques and the management decisions with respect to pre-, intra- and post-operative management. A CBD is the trainee's chance to have somebody pay close attention to an aspect of their clinical thinking and to provide feedback. Feedback and discussion are mandatory.

These are the **minimum** requirements for The Introduction to Anaesthesia. The trainees are welcome to complete all of the WPBA's on the portfolio if they wish. They may also use the paper WPBA assessment forms found on the RCOA website.

- <https://www.rcoa.ac.uk/system/files/TRG-DOPSAssessForm2016.pdf>
- <https://www.rcoa.ac.uk/system/files/TRG-ACEXAssessForm2016.pdf>
- <https://www.rcoa.ac.uk/system/files/TRG-CBDAssessForm2016.pdf>

Core Anaesthesia 6-24 months

There are an additional two units within anaesthetic core training, (listed under Core Anaesthesia) but not part of the 'Introduction to Anaesthesia', which are of added interest to ACCS trainees:

1. Transfer medicine
2. Sedation

Trainees wishing to complete these additional 'core training' units may do so once the IAC and 'Introduction to anaesthesia' have been successfully completed. These additional units are optional for the ACCS EM/AM trainee, but compulsory for Anaesthetic stream trainees. These units can also be completed during the 6 months ICM training.

The **blueprint** for the workplace based assessment tools are defined in **Annex B** of the Curriculum for a CCT in Anaesthetics 2010, updated 2016.

<http://www.rcoa.ac.uk/system/files/TRG-CCT-ANNEXB.pdf>

The Introduction to Anaesthesia - the start of training (3-6 months, previously known as the Basis of anaesthetic practice):

Preoperative assessment

Learning outcomes
To perform a structured preoperative anaesthetic assessment prior to surgery and recognise when further assessment/optimisation is needed
To explain options and risks of routine anaesthesia to patients in a way they understand and obtain consent for anaesthesia
To formulate a plan for the management of common coexisting diseases

Competence	Description	Trainer	Date
A-CEX			
OA_BS_01	Obtains a history relevant to the planned anaesthesia and surgery including: <ul style="list-style-type: none"> i. A history of the presenting complaint for surgery ii. A systematic comprehensive relevant medical history iii. Information about current and past medication iv. Drug allergy and intolerance v. Information about previous anaesthetics and relevant family history 		
OA_BS_06	Makes appropriate plans for surgery: <ul style="list-style-type: none"> i. Manages co-existing medicines in the perioperative period ii. Plans an appropriate anaesthetic technique[s] iii. Secures consent for anaesthesia iv. Recognises the need for additional work-ups and acts accordingly v. Discusses issues of concern with relevant members of the team vi. Reliably predicts the level of supervision they will require 		

DOPS			
CE_BS_01	Performs an examination relevant to the presentation and risk factors that is valid, targeted and time efficient		
CE_BS_04	Performs relevant additional examinations		
CBD			
OA_BK_02	Describes the ASA and NCEPOD classifications and their implications		
OA_BK_04	Lists the indications for preoperative fasting and understand appropriate regimens		
OA_BK_05	Explains the methods commonly used for assessing the airway to predict difficulty with tracheal intubation		
OA_BK_08	Discusses how to manage drug therapy for co-existing disease in the perioperative period including, but not exclusively: obesity, diabetic treatment, steroids, anti-coagulants, cardiovascular medication and antiepileptics		

☐ Unit of training sign off complete

Date:

Premedication

Learning outcomes
To prescribe premedication when indicated, especially for the high risk population

Competence	Description	Trainer	Date
A-CEX			
PD_BK_02	Lists basic indications for prescription of premedicant drugs		
PD_BK_07	Identifies local/national guidelines on management of thrombo-embolic risk and how to apply them		
DOPS			
PD_BS_01	Selects and prescribes appropriate agents to reduce risk of regurgitation and aspiration, in time frame available		
CBD			
PD_BK_05	Recalls/lists the factors that influence the risk of patients at increased risk of gastric reflux/aspiration and understands strategies to reduce it		

☐ Unit of training sign off complete

Date:

Postoperative and recovery room care

Learning outcomes
To manage the recovery of patients from general anaesthesia
To describe the organisation and requirements of a safe recovery room
To identify and manage common postoperative complications in patients with a variety of co-morbidities
To manage postoperative pain and nausea and vomiting
To manage postoperative fluid therapy
Safely manage emergence from anaesthesia and extubation
Shows awareness of common immediate postoperative complications and how to manage them
Prescribes appropriate postoperative fluid, analgesic regimes
Assess and treats PONV

Competence	Description
A-CEX	
PO_BK_07	In respect of postoperative pain: <ul style="list-style-type: none"> i. Describes how to assess the severity of acute pain ii. Knows the 'analgesic ladder' and identifies appropriate postoperative analgesic regimes including types of drugs and doses iii. Knows how to manage 'rescue analgesia' in patient with severe pain iv. Lists the complications of analgesic drugs
PO_BK_08	In respect of PONV: <ul style="list-style-type: none"> i. Recognises the impact of PONV ii. List the factors that predispose to PONV iii. Describes the basic pharmacology of anti-emetic drugs iv. Describes appropriate regimes for prevention and treatment of PONV
DOPS	
PO_BS_01	Performs safe tracheal extubation
PO_BS_03	Transfers an unconscious patient from the operating theatre to the recovery room
CBD	
PO_BS_10	Recognises when discharge criteria have been met for patients going home or to the ward

☐ Unit of training sign off complete

Date:

Perioperative management of emergency patients

Learning outcomes

Delivers safe perioperative care to adult ASA 1E and/or 2E patients requiring uncomplicated emergency surgery

Competence	Description
A-CEX	
ES_BK_02	In respect to the preparation of acutely ill patients for emergency surgery: <ul style="list-style-type: none"> i. Describes the resuscitation of the patient with hypovolaemia and electrolyte abnormalities ii. Discusses how patients may be inadequately fasted and how this problem is managed iii. Discusses the management of acute preoperative pain
DOPS	
ES_BS_01	Resuscitates acutely ill patients and identifies the need for appropriate plans for intra and postoperative care.
CBD	
ES_BK_03	Lists the indicators of severe illness

☐ Unit of training sign off complete

Date:

Induction of general anaesthesia

Learning outcomes

To conduct safe induction of anaesthesia in ASA grade 1-2 patients confidently

To recognise and treat immediate complications of induction, including tracheal tube misplacement and adverse drug reactions

To conduct anaesthesia for ASA 1E and 2E patients requiring emergency surgery for common conditions

Demonstrates safe practice behaviours including briefings, checklists and debriefs

Demonstrates correct pre-anaesthetic check of all equipment required ensuring its safe functioning

Demonstrates safe induction of anaesthesia, using preoperative knowledge of individual patients co-morbidity to influence appropriate induction technique; shows awareness of the potential complications of process and how to identify and manage them

A-CEX

IG_BK_01	<ul style="list-style-type: none"> i. Recalls the pharmacology and pharmacokinetics, including doses, interactions and significant side effects of drugs used during induction of anaesthesia ii. Describes the factors that contribute to drug errors in anaesthesia 		
IG_BK_03	<p>In respect of the induction of anaesthesia:</p> <ul style="list-style-type: none"> i. Describes the effect of pre-oxygenation and knows correct technique ii. Explains the techniques of intravenous and inhalational induction and understands the advantages and disadvantages of both techniques iii. Describes the physiological effects of intravenous induction iv. Describes how to recognise an intra-arterial injection of a harmful substance and its appropriate management v. Identifies the special problems of induction associated with cardiac disease, respiratory disease, musculoskeletal disease, obesity and those at risk of regurgitation/pulmonary aspiration. 		
DOPS			
IG_BS_01	Demonstrates safe practice in checking the patient in anaesthetic room		
IG_BS_04	Selects, checks, draws up, dilutes, labels and administers drugs safely		

CBD			
IG_BK_05	<p>In respect of tracheal intubation:</p> <ul style="list-style-type: none"> i. Lists its indications ii. Lists available types of tracheal tube and identifies their applications iii. Explains how to choose the correct size and length of tracheal tube iv. Explains the advantages/disadvantages of different types of 		
IG_BS_14	Demonstrates safe perioperative management of ASA 1 and 2 patients requiring emergency surgery		

☐ Unit of training sign off complete

Date:

Intra-operative care

Learning outcomes
The ability to maintain anaesthesia for elective and emergency surgery
The ability to use the anaesthesia monitoring systems to guide the progress of the patient and ensure safety
Considers the effects that co-existing disease and planned surgery may have on the progress of anaesthesia and plans for the management of significant co-existing diseases
Recognise the importance of working as a member of the theatre team
Safely maintains anaesthesia and shows awareness of potential complications and their management

Competence	Description	Trainer	Date
A-CEX			
IO_BS_04	Uses a nerve stimulator to assess the level of neuromuscular blockade		
DOPS			
IO_BS_01	Directs the team to safely transfer the patient and position of patient on the operating table and is aware of the potential hazards including, but not exclusively, nerve injury, pressure points, ophthalmic injuries		
IO_BS_03	Maintains anaesthesia with a face mask in the spontaneously breathing patient		
CBD			
IO_BS_06	Maintains accurate, detailed, legible anaesthetic records and relevant documentation		
IO_BS_10	Manages common co-existing medical problems [with appropriate supervision] including but not exclusively: <ul style="list-style-type: none"> i. Diabetes ii. Hypertension iii. Ischaemic Heart Disease iv. Asthma and COPD v. Patients on steroids 		

☐ Unit of training sign off complete

Date:

Management of respiratory and cardiac arrest in adults and children

Learning outcomes
To have gained a thorough understanding of the pathophysiology of respiratory and cardiac arrest and the skills required to resuscitate patients
Understand the ethics associated with resuscitation
Be able to resuscitate a patient in accordance with the latest Resuscitation Council (UK) guidelines. [Any trainee who has successfully completed a RC(UK) ALS course in the previous year, or who is an ALS Instructor/Instructor candidate, may be assumed to have achieved this outcome]

Valid Advanced Life Support/ALS instructor and EPLS or similar		
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OR

Certificate from trust resuscitation officer after completion of CASTest		
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OR

Competence	Description	Trainer	Date
A-CEX			
RC_BK_19	Identifies the signs indicating return of a spontaneous circulation		
DOPS			
RC_BS_06	Performs external cardiac compression		
RC_BS_08	Uses a manual or automated defibrillator to safely defibrillate a patient		
CBD			
RC_BK_17	Recalls/describes the Adult and Paediatric Advanced Life Support algorithms		
RC_BK_16	Recalls/discusses the reversible causes of cardiac arrest and their treatment, including but not limited to: <ul style="list-style-type: none"> i. Hypoxia ii. Hypotension iii. Electrolyte and metabolic disorders iv. Hypothermia v. Tension pneumothorax vi. Cardiac tamponade vii. Drugs and toxins viii. Coronary or 		

If you have a valid ALS certificate, save it as evidence and send a DOPS to the assessor. You can get your CUT form for this module signed off with one WPBA provided you have completed your Advanced Life Support within the validity period.

☐ Unit of training sign off complete

Date:

Infection control

Learning outcomes
To understand the need for infection control processes
To understand types of infections contracted by patients in clinical setting
To understand and apply most appropriate treatment for contracted infection
To understand the risks of infection and apply mitigation policies and strategies
To be aware of the principles of surgical antibiotic prophylaxis
The acquisition of good working practices in the use of aseptic techniques

Competence	Description	Trainer	Date
A-CEX			
IF_BS_03	Be able to administer IV antibiotics taking into account i. Risk of allergy ii. Anaphylaxis		
DOPS			
IF_BS_01	Identifies patients at risk of infection and applies an infection mitigation strategy		
IF_BS_05	Demonstrates the correct use of disposable filters and breathing systems		
CBD			
IF_BK_05	Explains the need for antibiotic policies in hospitals		
IF_BK_09	Recalls/explains the need for, and methods of, sterilisation		

☐ Unit of training sign off complete

Date:

Transfer medicine (optional)

Learning outcomes
Correctly assesses the clinical status of patients and decides whether they are in a suitably stable condition to allow intra-hospital transfer [only]
Gains understanding of the associated risks and ensures they can put all possible measures in place to minimise these risks
Core clinical learning outcome
Safely manages the intra-hospital transfer of the critically ill but stable adult patient for the purposes of investigations or further treatment [breathing spontaneously or with artificial ventilation] with distant supervision

Attendance at the Transfer training Course		
--	--	--

AND / OR

Competence	Description	Trainer	Date
A-CEX			
TF_BK_02	Explains the risks/benefits of intra-hospital transfer		
TF_BK_03	Recalls/describes the minimal monitoring requirements for transfer		
TF_BS_01	Demonstrates the necessary organisational and communication skills to plan, manage and lead the intra-hospital transfer of a stable patient		
DOPS			
TF_BS_02	Demonstrates how to set up the ventilator and confirm correct functioning prior to commencing transfer		
TF_BS_03	Demonstrates safety in securing the tracheal tube securely prior to commencing the movement/transfer		
TF_BS_07	Demonstrates appropriate choices of sedation, muscle relaxation and analgesia to maintain the patient's clinical status during transfer		
CBD			
TF_BK_05	Outlines the physical hazards associated with intra-hospital transfer		

Attended transfer training course at _____ on date: _____

☐ Unit of training sign off complete

Date:

Sedation (optional)

Learning outcomes
To gain a fundamental understanding of what is meant by conscious sedation and the risks associated with deeper levels of sedation
To be able to describe the differences between conscious sedation and deeper levels of sedation, with its attendant risks to patient safety
Understands the particular dangers associated with the use of multiple sedative drugs especially in the elderly
To be able to manage the side effects in a timely manner, ensuring patient safety is of paramount consideration at all times
To be able to safely deliver pharmacological sedation to appropriate patients and recognise their own limitations
Core clinical learning outcome

Provision of safe and effective sedation to ASA 1 and 2 adult patients, aged less than 80 years of age using a maximum of two short acting agents

Competence	Description	Trainer	Date
A-CEX			
CS_BK_01	Can explain: <ul style="list-style-type: none"> i. What is meant by conscious sedation and why understanding the definition is crucial to patient safety ii. The differences between conscious sedation and deep sedation and GA iii. The fundamental differences in techniques /drugs used /patient safety iv. The significant risks to patient safety associated with sedation 		
CS_BS_05	Demonstrates the ability to recognise and manage the complications of sedation techniques appropriately, including recognition and correct management of loss of verbal responsiveness		
DOPS			
CS_BS_02	Demonstrates ability to explain sedation to patients and to obtain consent		
CS_BS_04	Demonstrates the ability to administer and monitor intravenous sedation to patients for clinical procedures		
CBD			
CS_BK_10	Can explain the use of single, multiple drug & inhalation techniques		
CS_BK_13	Explains the need for robust recovery and discharge criteria when conscious sedation is used for out-patient procedures and the importance of ensuring appropriate escort arrangements are in place		

☐ Unit of training sign off complete

Date:

The ACCS Anaesthesia Assessment System

Anaesthetic CBDs: As in other facets of ACCS, Anaesthetic CBDs are not intended as a test of knowledge, or as an oral or clinical examination. They are intended to assess the clinical decision-making process and the way in which the trainee used medical knowledge when managing a single case. In practical terms, the trainee will arrange a CBD with an assessor (Consultant or senior trainee) and bring along a selection of three anaesthetic records from cases in which he/she has recently been solely involved. The assessor selects one and then engages the trainee in a discussion around the pre-operative assessment of the patient, the choices and reasons for selection of techniques and the management decisions with respect to pre-, intra- and post-operative management. A CBD is the trainee's chance to have somebody pay close attention to an aspect of their clinical thinking and to provide feedback. Feedback and discussion are mandatory.

Consultant/Trainer Feedback: This tool has long been used throughout the East of England School of Anaesthesia and is now being used across the entire Health Education East of England (HEEoE). It is a uni-sourced Feedback WPBA. The Anaesthetic College Tutor obtains the feedback and a summated view will be given to you prior to your first formal Performance Review. This is to allow reflection and your own comments to be added. For ACCS trainees, this review will coincide with the final sign off of the Initial Assessment of Competence (IAC) at the three-month stage. It is a snapshot of your generic skills (both technical and non-technical), attitudes and behaviours. It supports your portfolio in the same way as multi-source feedback, but is generated by those Consultant Anaesthetists who you have worked with, and **needs to be available to your ARCP panel.**

Logbook

All trainees should maintain a logbook of their anaesthetic cases, from the **start** of ACCS anaesthesia which **needs to be available to your ARCP panel as a summary report by age, speciality, ASA grade and level of supervision.** Theatres in individual trusts may collate this electronically. Trainees should ensure that their name is in the theatre "book" and that their involvement with cases is kept on record. It is highly recommended that Anaesthetic stream trainees use the logbook which is part of the LLP as the information is automatically pulled into the ARCP documentation. We do not recommend other logbook apps as there are data protection issues and the apps are not maintained by the developers.

Keep this record from the start of ACCS CT 2. If the necessary evidence is not available at a trainee's ARCP, it is difficult to obtain the information in retrospect.

Intensive Care Medicine

This unit is delivered in a single 6-month block. During Basic training in ICM, the trainee will be working under direct supervision for the majority of the time, being introduced to the knowledge and skills required for ICM. A broad-based outline knowledge of the wide range of problems which are seen in ICM is necessary at Basic level. Greater understanding and expertise can then be built upon this during higher stages of training should trainees wish to pursue ICM as a career. The new ICM Curriculum is available at

<http://www.ficm.ac.uk>

Those trainees that pursue Anaesthetic Core Training Post-ACCS should not train any further in ICM until they reach the level of Specialist Trainee.

Below are the key learning outcomes for Basic level training in ICM

- Appreciate the factors involved in the decision to admit to the ICU
- Identify a sick patient at an early stage
- Be able to undertake immediate resuscitation of patients with cardiac arrest and sepsis
- Have an outline understanding of the pathology, clinical features and the management of common problems which present to ICU
- Understand the principles and place of the common monitoring and intervention in ICU
- Be able to follow a management plan for common ICU problems and recognise developing abnormalities, but appreciate that they will need assistance in deciding on an appropriate action
- Be able to continue the management, with distant supervision of:
 - a resuscitated patient
 - a stable post-operative patient
 - a patient established on non-invasive ventilation

This following set of assessments is based on Basic ICM level of the Royal College of Anaesthetists 2010 Curriculum (Annexe F) however the competencies have been reduced to those that ACCS trainees can reliably achieve. Please use this document rather than the full Annexe F.

Please note **ALL** the Principle and Additional competencies must be signed off by the end of ACCS.

Principle competencies must be done in the ICM training module.

Additional competencies are not optional, they **MUST** all also be completed by the end of Year 2 ACCS training, but these Additional ICM competencies **MAY** be obtained outside the ICM module

As an example: The Additional competency '1.1 Manages cardiopulmonary resuscitation – ALS recommended' **MUST** be signed but this could be signed based on experience in the ICM, emergency medicine, acute medicine or anaesthesia modules. Trainees should familiarize themselves with the Additional competencies at the beginning of ACCS so that these may be obtained during other ACCS modules where possible.

Irrespective of which base specialty you come from we would like you to complete these assessments. This should add clarity as to what is expected of you but also help you if you wish to continue Intensive Care Medicine training further.

In addition to the competencies laid out here we will also ask you to undertake a **Multisource Feedback exercise** towards the end of your attachment. This helps us gauge your progress and also your relationships with the multidisciplinary team, patients and relatives which are not easily measured by competencies.

Guidance has been drawn from CCT in Anaesthesia, Annex F – Intensive Care Medicine.

<http://www.rcoa.ac.uk/system/files/TRG-CCT-ANNEXF.pdf>

How to use this workbook

To facilitate keeping track of your progress, print out Section 1 (basic Assessments) and record the completion of the assessments by dating them in the trainee evidence column.

At least one piece of suitable evidence is required for each of the relevant competencies. **One clinical encounter can be used to cover multiple curriculum competencies.**

A single patient encounter involving a history, examination, differential diagnosis and construction and implementation of a management plan could assess many of the competencies together. For example, a trainee may see a patient in the acute admission unit, assess them, start investigations, diagnose their pneumonia, start the patient on antibiotics and bring them to the ICU where they may need respiratory support. In such a scenario the trainee can, via the use of CBD, DOPS or CEX, bundle together assessment of competencies such as:

- 1.1 - Adopts a structured and timely approach to the recognition, assessment and stabilisation of the acutely ill patient with disordered physiology
- 2.1 - Obtains a history and performs an accurate clinical examination
- 2.2 - Undertakes timely and appropriate investigations

2.5 - Obtains and interprets the results of blood gas samples

4.6 - Manages the care of the critically ill patient with specific acute medical conditions

4.2 - Manages antimicrobial drug therapy

11.3 - Performs arterial catheterisation

Assessment Tools Key The 'Assessment Tools' column describes what type of workplace-based assessment is suitable for each competency. Other types of evidence may be used to demonstrate competencies, as described in 'Additional Assessment Tools Key' below. Please ensure that the numbering of evidence items in this table matches that in your portfolio. The paperwork for the individual CbD, DOPS, I-CEX etc can be downloaded from this link, if your base speciality is not Anaesthesia.

<http://www.ficm.ac.uk/curriculum-and-assessment/assessments-forms>

Workplace-Based Assessment Tools Key
Case-Based Discussion [CBD]
Direct Observation of Procedural Skills [DOPS]
ICM Mini-Clinical Evaluation Exercise [I-CEX]
Multi-source Feedback [MSF]
Simulation

CAT Target Level

'CAT Target Level' indicates the final competency level for this stage of training. Trainees should not normally be marked higher than these levels at the end of CAT, unless in exceptional circumstances with accompanying evidence, therefore you are unlikely as an ACCS trainee to be graded higher than level 2 for most competencies. Please see the full ICM Syllabus for details of the knowledge, skills and behaviours which make up each competency.

Competency Level Descriptors			
Level	Task orientated competence	Knowledge orientated competence	Patient management competence
1	Performs task under direct supervision.	Very limited knowledge; requires	Can take history, examine and arrange investigations for straight forward case

		considerable guidance to solve a problem within the area.	(limited differential diagnosis). Can initiate emergency management and continue a management plan, recognising acute divergences from the plan. Will need help to deal with these.
2	Performs task in straightforward circumstances, requires help for more difficult situations. Understands indications and complications of task.	Sound basic knowledge; requires some guidance to solve a problem within the area. Will have knowledge of appropriate guidelines and protocols.	Can take history, examine and arrange investigations in a more complicated case. Can initiate emergency management. In a straightforward case, can plan management and manage any divergences in short term. Will need help with more complicated cases.
3	Performs task in most circumstances, will need some guidance in complex situations. Can manage most complications, has a good understanding of contraindications and alternatives.	Advanced knowledge and understanding; only requires occasional advice and assistance to solve a problem. Will be able to assess evidence critically.	Can take history, examine and arrange investigations in a more complex case in a focused manner. Can initiate emergency management. In a most cases, can plan management and manage any divergences. May need specialist help for some cases.
4	Independent (consultant) practice	Expert level of knowledge	Specialist

Section 1 – Basic assessments (These competencies must be assessed during the ICM module)

ICM Domain and Competencies	CAT Target Level	Level Achieved	Assessment Tools	Trainee Evidence Date & Assessment (eg D1, D2 etc)
Domain 1: Resuscitation and management of the acutely ill patient				

1.1 Adopts a structured and timely approach to the recognition, assessment and stabilisation of the acutely ill patient with disordered physiology	1		I, C	
1.4 Triage and prioritises patients appropriately, including timely admission to ICU	1		C	
Domain 2: Diagnosis, Assessment, Investigation, Monitoring and Data Interpretation				
2.1 Obtains a history and performs an accurate clinical examination	1		I	
2.2 Undertakes timely and appropriate investigations	1		I, C	
2.4 Obtains appropriate microbiological samples and interprets results	1		D, C	
2.5 Obtains and interprets the results from blood gas samples	2		D, C	
2.8 Integrates clinical findings with laboratory investigations to form a differential diagnosis	1		I, C	
Domain 3: Disease Management				
3.2 Identifies the implications of chronic and co-morbid disease in the acutely ill patient	1		C	
3.3 Recognises and manages the patient with circulatory failure	1		I, C	
3.4 Manages the patient with, or at risk of, acute renal failure	1		I, C	
3.6 Recognises and manages the patient with neurological impairment	1		I, C	

3.9 Recognises and manages the septic patient	1		I, C	
Domain 4: Therapeutic interventions/ Organ support in single or multiple organ failure				
4.2 Manages antimicrobial drug therapy	2		I, C	
4.4 Uses fluids and vasoactive / inotropic drugs to support the circulation	2		I, C	
4.6 Initiates, manages, and weans patients from invasive and non-invasive ventilatory support	1		D, C	
4.8 Recognises and manages electrolyte, glucose and acid-base disturbances	1		I, C	
Domain 7: Comfort and recovery				
7.2 Manages the assessment and treatment of delirium	2		D, I, C	
7.3 Manages sedation and neuromuscular blockade	2		D, I, C	
7.4 Communicates the continuing care requirements of patients at ICU discharge to health care professionals, patients and relatives	1		M, I	
7.5 Manages the safe and timely discharge of patients from the ICU	1		M, I	
Domain 8: End of life				
8.1 Describes the process of withholding or withdrawing treatment with the multi-disciplinary team	1		C	
Domain 9: Paediatric Care				
9.2 Describes national legislation and guidelines relating to child protection and their relevance to critical care	1		C Child safeguarding	

			certificate	
Domain 10: Transport				
10.1 Undertakes transport of the mechanically ventilated critically ill patient outside the ICU	1		D, I Transfer course	
Domain 11: Patient safety and health systems management				
11.2 Complies with local infection control measures	3		C, D	
Domain 12: Professionalism				
12.8 Ensures continuity of care through effective hand-over of clinical information	2		C, M, I	

Principle ICM competencies module sign-off – to be completed following ICM module and acquisition of principle competencies.

Trainer Signature: _____ Trainer Name (Print): _____

(ICM Educational Supervisor)

Trainee Signature: _____ Trainee Name (Print): _____

Date: _____

***** PLEASE ENSURE THAT YOU UPLOAD THIS SIGNED DOCUMENT TO YOUR E-PORTFOLIO AND ALSO COMPLETE THE FOLLOWING ADDITIONAL ASSESSMENTS AND ICM FINAL SIGN OFF WHICH IS LOCATED ON PAGES 48 *****

ACCS Anaesthetics Stream Trainees only - The ICM section 2 (additional assessments) is not available on the LLP

We have contacted the LLP team to resolve this, in the meantime;

A number of the assessments will be achieved outside of the ICM module (domain1) e.g. manages CPR and assess and provides initial management of the trauma patient. Please use the handbook to record where and how these competencies have been demonstrated.

- A further number (domain 12) should be evidenced via the MSF that is compulsory for the ICM block.
- The practical procedures (domain 5) should be recorded as DOPS or other suitable codes and/or the log book stand as alone procedures.
- The remaining competencies (domain 3 and 4) should be signed and dated by the assessor in the hand book.

- The final sign off for **all** the basic and additional assessments should be signed in the handbook and scanned and then linked to a personal activity titled "ICM additional competencies".

Section 2 – Additional Assessments (Required but may be obtained and signed outside ICM)

ICM Domain and Competencies	CAT Target Level	Level Achieved	Assessment Tools	Trainee Evidence Date & Assessment (eg D1, D2 etc)
Domain 1: Resuscitation and management of the acutely ill patient				
1.2 Manages cardiopulmonary resuscitation – ALS recommended	3		ALS certificate	
1.3 Manages the patient post resuscitation	1		I, S	
1.5 Assesses and provides initial management of the trauma patient	1		D, I, C	
Domain 3: Therapeutic interventions/ Organ support in single or multiple organ failure				
3.1 Manages the care of the critically ill patient with specific acute medical conditions e.g. liver failure, gastrointestinal failure	2		I, C	
3.10 Recognises and manages the patient following intoxication with drugs or environmental toxins	2		I, C, S	
Domain 4: Therapeutic interventions/organ support in single or multiple organ failure				
4.8 Understands the assessment and management of nutritional support on the intensive care unit	2		C	
Domain 5: Practical procedures				
5.2 Performs emergency airway management	2		D, S	
5.3 Performs difficult and failed airway management according to local protocols	2		D, S Anaes. IAC	
5.8 Performs arterial catheterisation	1		D, C	

5.9 Performs ultrasound techniques for vascular localisation	1		D	
5.10 Performs central venous catheterisation	1		D, C	
5.15 Performs lumbar puncture (intradural / 'spinal') under supervision	2		D, S	
5.19 Performs nasogastric tube placement	3		D	
Domain 12: Professionalism				
12.2 Communicates effectively with members of the health care team	2		M	
12.13 Seeks learning opportunities and integrates new knowledge into clinical practice	2		M	
12.14 Participates in multidisciplinary teaching	3		M	

ACCS ICM Final sign off - Principle and Additional competencies completed

Any ICM, EM, AM or Anaesthesia Educational Supervisor may sign this once the Principle competencies are signed by the ICM Supervisor (above) and all the Additional Competencies are complete:

Trainer Signature: _____ Trainer Name (Print): _____

(ICM Educational Supervisor)

Trainee Signature: _____ Trainee Name (Print): _____

Date:

***** PLEASE ENSURE THAT YOU UPLOAD THIS SIGNED DOCUMENT TO YOUR E-PORTFOLIO *****

ACCS-2 Rotation Timeline August 2020 to August 2021

5 August	First Rotation		E-portfolio and Documentation
Date TBC	Trust Induction	Date and program set by your Trust	Register for e-portfolio of parent specialty Confirm post and Educational Supervisor are on e-portfolio. Confirm curriculum for current rotation and common competencies are visible on e-portfolio.
Date TBC	Department Induction	Date and program set by the Department you are joining	
Prior to ACCS-2 Induction			Review ACCS Handbook to familiarise yourself with the requirements of current rotation.
7 August	ACCS-2 Introduction to Anaesthetics	Induction for all ACCS-2 trainees Online format Access information will be sent by email	Complete Personal Development Plan in e-portfolio. Include required and aspirational study leave. Label a folder in your Personal Library on e-portfolio for the year of training.
19 August and every Wednesday except 30th December 2020 and 6 January 2021.	Regional Training Day Educational Program starts	900 to 1100 every Wednesday morning with the exception of 30 th December 2020 and 6 th January 2021. Access information will be forwarded to all ACCS trainees.	Online format. Trainee-led. Consultant and registrar delivered. ACCS EM, AM and Common Competencies Curriculum content. Eligible for study leave per local Trust arrangements.
5-19 August	Educational Supervisor Initial Meeting	Trainee to arrange meeting within 2 weeks of rotation start date	Confirm supervisor meetings are documented in e-portfolio
5-19 August	Clinical Supervisor	Trainee to arrange	Discuss the process for

	Initial Meeting	meeting within 2 weeks of rotation start date	requesting work-place based assessments with your Clinical Supervisor. Review the ARCP checklist for your rotation to be sure you know what competencies are required.
August - October	ACCS2 - Anaesthesia rotation Teaching	You will receive details from Nick Wilson (nick.wilson@meht.nhs.uk)	Consists of 3 lecture type days and 1 simulation session
2-14 November	Clinical Supervisor Mid-Term Meeting Request MSF	Trainee to arrange at mid-point of rotation Trainee to send MSF ticket requests	Review documentation of competencies with your Clinical Supervisor. Plan for the completion of outstanding competencies.
11 – 30 January	Clinical Supervisor End of Placement Meeting	Trainee to arrange Supervisor will review all documentation and complete End of Placement Meeting Form	Confirm documentation is complete. All trainees require: WPBAs complete Exam certificates Life support course certificates Child Protection Certificate MSF ACCS-2 Anaesthetics Rotation: Anaesthetic Logbook IAC Certificate Consultant feedback ACCS-2 ICU Rotation: Procedures Logbook Basic and Additional ICM Sign-off MSF
3 February	Rotation Start Second Post		Confirm post and Educational Supervisor are on e-portfolio.
Date TBC	Department Induction	Date and program set by the Department you are joining	Review ACCS Handbook to familiarise yourself with the requirements of current rotation. Complete Personal Development Plan in e-portfolio.
February -	ACCS2 -	You will receive details	Consists of 3 lecture type

April	Anaesthesia rotation Teaching	from Nick Wilson (nick.wilson@meht.nhs.uk)	days and 1 simulation session
3-17 February	Clinical Supervisor Initial Meeting	Trainee to arrange within 2 weeks of rotation start date	Discuss the process for requesting work-place based assessments with your Clinical Supervisor. Review the ARCP checklist for your rotation to be sure you know what competencies are required.
3-17 February	Educational Supervisor Mid-Term Meeting	Trainee to arrange within 2 weeks of rotation start date. Educational Supervisor to review outcome of first rotation.	
12-30 April	Clinical Supervisor Mid-Term Meeting	Trainee to arrange	Review documentation of competencies with your Clinical Supervisor. Plan for the completion of outstanding competencies.
24 May to 5 June	Clinical Supervisor End of Placement Meeting	Trainee to arrange	<p>Confirm documentation is complete.</p> <p>All trainees require:</p> <ul style="list-style-type: none"> WPBAs complete Exam certificates Life support course certificates Child Protection Certificate MSF <p>ACCS-2 Anaesthetics Rotation:</p> <ul style="list-style-type: none"> Anaesthetic Logbook IAC Certificate Consultant feedback <p>ACCS-2 ICU Rotation:</p> <ul style="list-style-type: none"> Procedures Logbook Basic and Additional ICM Sign-off MSF
1 to 12 June	Educational Supervisor Final Meeting	Trainee to arrange 2 weeks prior to ARCP	If Educational Supervisor is completing the End of Placement review, please see the list above.
1-31 May	ARCP dates set Form R sent to	Trainee will receive ARCP information by email from	Complete Form R and return it to HEEoE.

	trainees	HEEoE	
14-30 June TBC	ARCP	Dates to be confirmed but are usually held during the last 2 weeks of June. Trainees receive notification of the ARCP outcome by email from HEEoE.	ARCP panel will review all documentation in the 2 weeks prior to your scheduled ARCP. Most ARCPs take place in absentia.

Annual Review of Competence Progression

Checklist for ACCS CT/ST2

[Please click here for the COVID-19 ARCP checklist](#)

Please create a file in your personal library on e-portfolio labelled: ARCP CT-2

All paper-based evidence must be scanned and uploaded to the ARCP CT-2 file with an appropriate title (e.g. IAC Certificate)

The checklist below should be used as guidance to be certain you are completing all of the required competencies as you progress through your training year.

Work-place-based assessments or specific training modules must be completed, signed, uploaded and linked to the curriculum codes on your e-portfolio as evidence that you have achieved each competency.

Trainee Name: _____

Anaesthetics

Formative assessment of 5 Anaesthetic-CEX:	Date of assessment	Assessor's name
• IAC A01 Preoperative assessment	Date	Name
• IAC A02 Management of the spontaneously breathing patient	Date	Name
• IAC A03 Anaesthesia for laparotomy	Date	Name
• IAC A04 Rapid Sequence Induction	Date	Name
• IAC A05 Recovery	Date	Name
Formative assessment of 8 Specific Anaesthetic CbDs:		
• IAC C01 Patient identification	Date	Name
• IAC C02 Post op nausea & vomiting	Date	Name
• IAC C03 Airway assessment	Date	Name
• IAC C04 Choice of muscle relaxants & induction agents	Date	Name

• IAC C05 Post op analgesia	Date	Name
• IAC C06 Post op oxygen therapy	Date	Name
• IAC C07 Emergency surgery	Date	Name
• IAC C08 Failed Intubation	Date	Name
Formative assessment of 6 anaesthetic DOPS:		
• IAC Basic and advanced life support	Date	Name
• IAC D01 Demonstrate function of anaesthetic machine	Date	Name
• IAC D02 Transfer and positioning of patient on operating table	Date	Name
• IAC D03 Demonstrate CPR on a manikin	Date	Name
• IAC D04 Technique of scrubbing up, gown & gloves	Date	Name
• IAC D05 Competences for pain management including PCA	Date	Name
• IAC D06 Failed Intubation practical drill on manikin	Date	Name

PLUS – Introduction to Anaesthesia (3-6 months)		
• Pre-operative assessment	Date	Name
• Pre-medication	Date	Name
• Induction of GA	Date	Name
• Intra-operative care	Date	Name
• Post-operative recovery	Date	Name
• Anaesthesia for emergency surgery	Date	Name
• Management of cardio-respiratory arrest (adult and children)	Date	Name
• Infection Control	Date	Name
Optional modules		
• Sedation	Date	Name
• Regional block	Date	Name
• Emergency surgery	Date	Name

• Safe Transfers	Date	Name
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Intensive Care Medicine

Formative assessments in 2 missing Major Presentations:				
• CMP1 Anaphylaxis	Date	Name		
• CMP2 Cardio-respiratory arrest	Date	Name		
• CMP3 Major Trauma	Date	Name		
• CMP4 Septic patient (ideally assessed in ICM)	Date	Name		
• CMP5 Shocked patient	Date	Name		
• CMP6 Unconscious patient	Date	Name		
Formative assessment of any Acute Presentations not yet covered				
1. Date	2. Date	3. Date	4. Date	5. Date
Name	Name	Name	Name	Name
Formative assessment of 13 practical procedures as DOPS (may be assessed as Mini CEX or CbD if indicated), including:				
• ICM 1 Peripheral venous cannulation	Date	Name		
• ICM 2 Arterial cannulation	Date	Name		
• ICM 3 ABG sampling & interpretation	Date	Name		
• ICM 4 Central venous cannulation	Date	Name		
• ICM 5 Connection to ventilator	Date	Name		
• ICM 6 Safe use of drugs to facilitate mechanical ventilation	Date	Name		
• ICM 7 Monitoring respiratory function	Date	Name		
• ICM 8 Managing the patient fighting the ventilator	Date	Name		
• ICM 9 Safe use of vasoactive drugs and electrolytes	Date	Name		
• ICM 10 Fluid challenge in an acutely unwell patient (CbD)	Date	Name		
• ICM 11 Accidental displacement of ETT / tracheostomy	Date	Name		

• Any other	Date	Name
• Any other	Date	Name

Overview by end of CT/ST2

All 6 Major Presentations completed	
All 38 Acute Presentations completed	
All 45 Practical procedures completed (From core curriculum and Anaesthetic / ICM curriculum)	
Clinical Supervisor's Report / End of Placement Review for the Anaesthetics Rotation	
Clinical Supervisor's Report / End of Placement Review for the ICM Rotation	
Educational Supervisor's Report (AM stream trainees only) Structured Training Report (EM-stream trainees only) Educational Supervisors Structured Report (Anaesthetic stream trainees only)	
IAC Certificate 2-page document signed by Clinical Supervisor and Anaesthetics College Tutor and uploaded to e-portfolio	
Introduction to Anaesthesia Modules Completed, signed and uploaded to the e-portfolio	
Anaesthesia Consultant/Trainer Feedback Completed and uploaded to the e-portfolio	
Anaesthetic Logbook (RCOA format required for Anaesthetic-Stream Trainees. Ideally done on LLP)	
Principle ICM Competencies Modules Completed, signed and uploaded to the e-portfolio	
ACCS ICM Final Sign-Off – Principal and Additional Competencies Completed, signed and uploaded to the e-portfolio	
MSF - Minimum of 12 responses (annually) with a minimum of 2 consultants Anaesthetic stream trainees note: ICM training specifically requires an MSF in ICM	
Multi Consultant Review x 4 – AM stream trainees only	

Audit or Quality Improvement Project One to be completed every 12 months	
Reflective notes Record of any personal complaints, incidents, SUIs and any GMC concerns received must be recorded in e-portfolio and reflective notes written in response	
Compliments and thanks Scanned and uploaded to e-portfolio	
Progress in relevant postgraduate examinations	
Resuscitation courses relevant to specialty (ALS, ATLS, APLS or equiv.)	
Safeguarding Children Level 2 Completed and certificate uploaded to e-portfolio	
Progress toward achieving level 2 common competences confirmed by supervisor and trainee (For EM stream Trainees – complete the red and blue man symbols in the e-portfolio)	
Up-to-date CV uploaded to personal library on e-portfolio	
Form R submitted to HEEoE	
Survey monkey feedback completed for each placement (returned to ACCS Administrator when requested)	

To be completed by trainee and countersigned by Educational Supervisor

Trainee signature:		Date:	
Education Supervisor signature:		Date:	
Education Supervisor name PLEASE PRINT			

What Happens Next?

Anaesthetics & ICM

In the East of England your CT3 year of the ACCS programme in anaesthesia will be undertaken in the same hospital as the first two years of your programme. The Initial Assessment of Competency and the Basis of Anaesthetic Practice will have been completed during CT2 and the final year of the programme will be dedicated towards completing the remainder of Basic Level Training. This involves passing the primary FRCA examination and completion of Core Anaesthesia as detailed on the [College website](#).

Acute medicine

As there is currently no written curriculum or decision aid for ACCS-AM CT3 trainees doing CMT, they have been asked to follow the same curriculum as for the CMT2/IMT2 year for this year and this has been set up on their e-portfolio.

The curriculum to use is:

CMT curriculum 2009 (Amendments 2013)

On the next page is a simplified sheet to highlight the essential ARCP requirements for CMT2/IMT2 stage training.

Emergency Medicine

EM streamed ACCS trainees will move to ST3, usually in the same hospital as their ACCS programme. The curriculum for ST3 is available on the College of Emergency Medicine website. The ST3 year includes paediatrics. The exact format for this varies between hospitals but must include at least 3 months paediatrics and the trainees should see a minimum of 700 children and keep a record of this for their portfolio. Trainees should also attend the regional training programme including the 2 day paediatric course currently held in the autumn. By the end of ST3, trainees need to have passed the FRCER Intermediate Certificate or equivalent diploma to progress to Higher Speciality Training. All 3 life supports courses must be valid and up to date before progression to ST4. (ATLS, APLS and ALS)

ACCS Regional Teaching Programme

ACCS trainees should attend the ACCS regional teaching programme. The sessions have historically been held on the first Friday of every month, however due to COVID-19 and the need for social distancing we are running weekly teaching sessions between 09:00-11:00hrs held on zoom. [Details of which can be found here](#). Please get in touch with your individual departments to arrange study leave on these days.

AM trainees are welcome to join the CMT training in their base hospitals and the regional AM training days. The dates will be posted on the website as soon as they are available to the ACCS TPD.

We run several exam preparation courses throughout the year. [Please click here for further details](#).

Simulation training

ACCS Simulation Course

The ACCS Simulation course is delivered at various sites across the region. There are several courses throughout the year and we encourage all ACCS trainees to attend. HEEOE funds these courses for all ACCS CT1 trainees. Please organise this directly with the School of Emergency Medicine Administrator. Due COVID-19 this course is temporarily on hold, as soon as it is safe to resume simulation training we will provide further details on how to book.

ACCS Anaesthetic stream trainees only

All ACCS Anaesthesia trainees will attend an anaesthetic critical incident simulation course. Trainees from Basildon, Broomfield, Colchester and Southend will attend Anaesthetic Critical Incidents (ACI) at the PMI Simulation suite, Anglia Ruskin University, Chelmsford. All other trainees will attend Anaesthetic Crisis Resource Management (ACRM) at Addenbrooke's Simulation Centre, Cambridge. You will be allocated your date in advance.

Contacts

- Nam Tong, Head of School of Emergency Medicine
nam.tong@qehkl.nhs.uk
- Diane Williamson, ACCS Training Programme Director
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- Anna Frost, Admin Manager, East of England School of Emergency Medicine
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- Matthew Simpson, Chair of ACCS Committee, Anaesthetics TPD - Core training (North)
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- Nicola Barber, Regional Advisor, Anaesthesia
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- Emily Simpson, Regional Advisor, Anaesthesia
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- Elspeth Reid, Anaesthetics TPD - Core and ACCS training (South)
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- Nick Wilson, HEE EoE School of Anaesthesia Simulation Lead
Nick.Wilson@meht.nhs.uk
- Kamal Patel, TPD in Acute Medicine for ACCS
kamal.patel@addenbrookes.nhs.uk
- Fraz Mir, Head of School for Medicine
fraz.mir@addenbrookes.nhs.uk
- Rowan Burnstein, Head of School for Anaesthetics
rowan.burnstein@addenbrookes.nhs.uk
- Pawan Gupta, Core EM TPD for CT3 and DRE-EM
pgupta@nhs.net
- Charleen Liu, Simulation Lead for ACCS
charleen.liu@nhs.net

Useful Links

- For Acute Medicine attachment/ acute physician trainee's portfolio:
<http://www.jrcptb.org.uk/enrolment>
- For Emergency Medicine trainee's portfolio:
http://www.rcem.ac.uk/RCEM/Exams_Training/UK_Trainees/Applying_for_Specialty_Training/RCEM/Exams_Training/UK_Trainees/ePortfolio.aspx
- For EM WPBAs
http://www.rcem.ac.uk/RCEM/Exams_Training/UK_Trainees/Assessment_Schedule/RCEM/Exams_Training/UK_Trainees/Assessment_Schedule.aspx
- For Anaesthetic training and LLP
<https://www.rcoa.ac.uk/lifelonglearning>
- Specific ACCS website:
<https://rcoa.ac.uk/accs>
- HEEOE School of Emergency Medicine website:
https://heeo.ee.nhs.uk/emergency_medicine
- The RCOA guide for novice anaesthetists supports the first 3-6 months in anaesthesia and is a very useful resource for all ACCS trainees
<http://www.rcoa.ac.uk/careers-and-training/the-rcoa-guide-novice-trainees>
- AMGER – Acute Medicine Group in the Eastern region
<https://www.facebook.com/AMGER-1421274178127047/>
- Society of Acute Medicine
<http://www.acutemedicine.org.uk>

ACCS Specialty Specific Assessments forms & EM Work Place Based Assessment Forms

The link below contains all the paper-based assessment forms recommended for use by each college.

<https://www.rcem.ac.uk/docs/Training/1.4.3%20Appendix%202%20-%20Final%20July%202015%20-%20amended%2011%20Aug%202015%20-%20for%20website.pdf>

Appendix A

Clinical Supervisor End of Placement Report (to be used by Anaesthesia stream trainees in EM and AM only)	
Trainee name	
Trainee GMC number	
Supervisors Name	
Supervisor GMC number	
Placement specialty (Am or EM)	
Dates range (month and year)	From :
	To:
Meeting date	

Any concerns raised by training faculty? If Yes please detail	
Has the minimum number of WPBA and other assessments as detailed by the ARCP checklist been completed?	Yes / No - if no please detail outstanding elements.

Has the trainee been involved in any SUI / complaints or significant events that you are aware of?	Yes / No
If yes have they received appropriate support?	Yes / No
Please do not record details on this form but just where the details can be found in the trainee's portfolio and the date uploaded.	
Summary of achievement and Performance during this placement	
Professional behaviours including attendance record	
Clinical Performance	
Strengths, plaudits and any compliments received	
Areas for further development	
Supervisor signature	
Date	
Trainee signature	

Date	
------	--

Please now upload to the lifelong learning platform in the document store- Title it "Clinical Supervisors End of Placement Meeting' and link to a personal activity or supervisor meeting again called "Clinical Supervisors End of Placement Meeting, AM/EM'