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Position  
Description for  
Ultrasound  
Educator



## POSITION DESCRIPTION FOR ULTRASOUND EDUCATOR IN THE CORE TRAINING PROGRAM

### IMPORTANT NOTE

This document outlines the duties and responsibilities of Ultrasound Educator. It also contains - on the final page - information on CPD points, who to contact for help/advice and key documents on the RANZCOG website.

#### Position title

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RANZCOG Ultrasound Educator.

#### Reports to

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The Ultrasound Coordinator, who is responsible for the oversight of the in-hospital ultrasound training provided in the relevant Integrated Training Program (ITP), and the relevant Regional/New Zealand Training Accreditation Committee (TAC). Ultimately, all Ultrasound Educators are responsible to the College.

#### Primary purpose of position

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To be responsible for the hands-on ultrasound training for Core-level registrars at an appropriate site or sites within the relevant ITP.

To ensure through the delivery of this training that the ultrasound learning outcomes as defined in the FRANZCOG Curriculum for trainees by the end of Year 2 and the end of Year 4 are met.

To contribute to the quality of ultrasound teaching and learning in the relevant training unit and ensure effective monitoring/assessment of the trainees' performance and progress, in consultation with the Ultrasound Coordinator.

#### Qualifications and skills

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- Ultrasound Educators may be any practitioner with a special interest in ultrasound scanning e.g. Advanced-level trainees, FRANZCOG Fellows, Sonographers or other appropriately qualified practitioners.
- Previous teaching experience in an O&G department or ultrasound department is desirable (including teaching junior registrars or residents).
- Good interpersonal skills and the ability to communicate effectively with trainees, other health professionals and patients.
- Understand the requirements of the ultrasound curriculum for the FRANZCOG Training Program.
- Thorough knowledge of the ultrasound training and assessment requirements of the College for the achievement of competency in ultrasound by the end of Year 2 and Year 4, including the online Logbook procedural requirements, Assessment of Procedural and Surgical Skills

(APSS) in ultrasound, the Ultrasound In-hospital Clinical Assessment (IHCA), the relevant modules on CLIMATE (the College's eLearning platform), and a knowledge of the approved internal/external ultrasound courses/workshops (one of which Core trainees are required to attend by the end of Year 2).

- Ability to contribute to the planning and delivery of an effective training program at the hospital level.

### Key challenges

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- Deliver effective hands-on ultrasound training and support within a complex and busy hospital environment.
- Understand the role of ultrasound training in equipping specialists-in-training with the core ultrasound competencies to work effectively in a changing health system.

### Outcomes

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Provide highly professional and supportive ultrasound training to RANZCOG registrars at Core level in accordance with the requirements of the FRANZCOG Training Program.

### Responsibilities

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- 1. Training/Support:** To provide appropriate hands-on ultrasound training and support to all registrars undertaking the required ultrasound training at an appropriate site or sites within the relevant ITP. The Educator is primarily responsible on a day-to-day basis for the quality of ultrasound teaching and learning in the relevant unit and for ensuring effective monitoring/assessment of the trainee's progress and performance in order to achieve defined learning outcomes. This training should include:
  - Ensuring that trainees are taken through each required ultrasound procedure and are given adequate opportunities to practise their skills under supervision in order to meet the stipulated ultrasound competency requirements by the end of Year 2 and the end of Year 4;
  - Providing regular constructive feedback;
  - Providing remedial assistance to those trainees who require additional assistance and support to master the required ultrasound competencies by the designated year level;
  - Ensuring that trainees have appropriate support from all relevant health professionals involved in their ultrasound training;
  - Encouraging trainees to improve their communication and decision-making skills in relation to ultrasound;
  - Listening to trainees' concerns about their ultrasound training;
  - Treating trainees with respect and courtesy.
- 2. Dedicated time:** To set aside dedicated time each week to teach trainees. (Note: This includes time spent giving feedback to trainees or contributing to the planning and delivery of the in-hospital training program, not simply time spent in hands-on teaching.)

3. **Knowledge of ultrasound curriculum and training requirements:** To be fully appraised of the requirements of the RANZCOG's ultrasound training program, including the ultrasound curriculum, the online Logbook procedural requirements, the Assessment of Procedural and Surgical Skills (APSS) in ultrasound, the Ultrasound In-hospital Clinical Assessment (IHCA), the Biometry, First Trimester and Second Trimester modules and MCQs on CLIMATE, and the range of RANZCOG-approved ultrasound courses/workshops (one of which trainees must complete by the end of Year 2).
4. **Ongoing monitoring and evaluation:** To monitor the effectiveness of the in-hospital training program and contribute to the ongoing review and formal evaluation of the training, in consultation with the Ultrasound Coordinator.
5. **Communication:** To contribute to the regular discussion of ultrasound training/assessment issues and trainees' progress and performance with the Ultrasound Coordinator, the ITP Coordinator and the relevant Training Supervisors. This should include advising the relevant Training Supervisor of any difficulties or concerns relating to the ultrasound training of individual registrars.
6. **Supporting trainees:** To assist in the counselling of trainees experiencing difficulties in their ultrasound training, where appropriate.

## IMPORTANT INFORMATION

- **CPD POINTS**

Fellows in the role of Ultrasound Educator are eligible for 5 CPD points per trainee to a maximum of 20 CPD points per CPD period.

- **HELP/ADVICE**

For advice on ultrasound training program policies/procedures/requirements, contact in the first instance the Senior Education Coordinator in the Education Development Unit (tel +61 3 9412 2965; email [pholmes@ranzcog.edu.au](mailto:pholmes@ranzcog.edu.au)) or the Training Services Manager (tel +61 3 9412 2917; email: [smccarthy@ranzcog.edu.au](mailto:smccarthy@ranzcog.edu.au))

- **LINK TO KEY DOCUMENTS ON RANZCOG WEBSITE**

Section A7 (Clinical Imaging) in the *FRANZCOG Curriculum*

<http://www.ranzcog.edu.au/franzcog-training-program-handbook-curriculum/specialist-ity-training-handbook-and-curriculum.html>

*Training Program Handbook*

<http://www.ranzcog.edu.au/franzcog-training-program-handbook-curriculum/specialist-ity-training-handbook-and-curriculum.html>