

# Certification in Obstetrical and Gynaecological Ultrasound (COGU) In-Hospital Clinical Assessment (IHCA) Information – 2019 Onwards



The Royal Australian  
and New Zealand  
College of Obstetricians  
and Gynaecologists  
*Excellence in Women's Health*

The COGU In-Hospital Clinical Assessment (IHCA) has undergone a review to improve the IHCA for both trainees and assessors. Effective from the commencement of the 2019 training year, COGU trainees who have not undertaken the IHCA will be required to complete the new IHCA.

## **Requirements**

The COGU IHCA is specifically designed to assess a trainee's scanning technique and is undertaken at the trainee's training site. The COGU summative IHCA consists of **four (4)** compulsory competencies to be assessed in a number of varying cases and will be conducted at three levels reflecting the three years of clinical training:

- **Level One :** 3 cases -2 obstetric and 1 gynaecological basic skills
- **Level Two :** 2 cases - 1 obstetric and 1 gynaecological basic skills
- **Level Three :** 5 cases - 3 obstetric and 2 gynaecological at a more challenging level

Level One and Level Two summative IHCAs can be undertaken any time during the first two years of clinical training and must be successfully completed by the end of Year 2 clinical training. Upon successful completion, the Level One and Two Summative IHCAs and Summary Sheets must be submitted to the COGU Training Program Coordinator [cogu@ranzcog.edu.au](mailto:cogu@ranzcog.edu.au)

Level Three summative IHCAs can only be undertaken when all Level One and Two summative IHCAs have been successfully completed. Prior to undertaking the Level Three summative IHCAs, trainees must submit an Application Form for Level Three Assessment including payment. Trainees must submit receipt of payment to the COGU Training Program Coordinator prior to commencing Level Three summative IHCAs to ensure their IHCAs are credited.

All Level Three summative IHCAs must be successfully completed by the end of Year 3 clinical training. Upon successful completion, the Level Three Summative IHCAs and Summary Sheet must be submitted to the COGU Training Program Coordinator [cogu@ranzcog.edu.au](mailto:cogu@ranzcog.edu.au)

## **Scanning Competencies**

When undertaking each IHCA case, the COGU trainee should be able to:

1. Perform ultrasound to a high technical standard whilst addressing the clinical scenario
2. Manipulate machine controls to optimise the ultrasound image
3. Follow recommended protocols or standards expected in the performance of the specified ultrasound examination
4. Display image optimization techniques and be able to demonstrate and describe normal and abnormal anatomy
5. Recognise limited or inadequate views and suggest ways to overcome this
6. Write an appropriate report addressing the clinical scenario

### Selection of Patient Cases

- A single case may be selected for each of the assessments
- In the Level One and Level Two summative IHCA's, there is no requirement that any case has pathology
- In the Level Three assessment, two (2) of the five (5) cases selected should include pathology to allow the candidate to demonstrate differentiation of normal and abnormal findings
- For the summative assessment of each competency, the patient should be someone the trainee has not previously scanned or discussed with colleagues

### Process

In order to undertake the summative IHCA's, trainees must have:

- Undertaken a minimum of two (2) formative assessments of the cases. Formative assessments can be assessed by a sonologist or sonographer of the trainee's choice
- Completed a sufficient number of scans to achieve a satisfactory level of independent skill competency (self-assessment +/- training supervisor assessment)

### Formative Assessments

- Formative assessments of the 4 competencies making up the IHCA may be undertaken at any time during clinical training
- All completed formative assessment forms are to be retained by the trainee and readily available to be submitted if requested
- For the Level One and Level Two Assessments: If a formative assessment is carried out by a COGU subspecialist and the trainee performs a formative assessment to a level deemed to be at an appropriate standard, the assessment can be deemed to be summative

### Summative Assessments

- Summative assessments must be assessed by COGU subspecialist only
- Where a training unit/site is unable to provide a second COGU subspecialist (Year Three only), the trainee should contact the COGU Training Program Coordinator for an alternative to be arranged via the COGU Chair

### Timeframe

Suggested timeframe to complete all three levels of the summative IHCA requirements:

<b>End of Year 1 Clinical Training</b>	<b>End of Year 2 Clinical Training</b>	<b>End of Year 3 Clinical Training</b>
Mid trimester – basic skill level	12 week – basic skill level	Mid trimester – complex skill level
Third trimester – basic skill level	Gynaecological – basic skill level	Third trimester – complex skill level
Gynaecological – basic skill level		12 week – complex skill level
		Gynaecological - 2 cases – complex skill level
<b>Summative assessment can be assessed by ONE (1) COGU Subspecialist</b>	<b>Summative assessment can be assessed by ONE (1) COGU Subspecialist</b>	<b>Summative assessment <u>must</u> be assessed by TWO (2) COGU subspecialists</b>

## **Forms and Assessment Criteria**

- All COGU IHCA documents, including assessment forms and summary sheets, are available for download from the [RANZCOG website](#)
- There are separate assessment forms for each scan type:
  - 12 week
  - Mid trimester
  - Third trimester
  - Gynaecological
- Trainees are advised to familiarise themselves with the assessment forms, including selection of patient cases and assessment criteria. It is not expected that the trainee carries out the ultrasound assessments in the order as to which the forms are listed
- The Assessment Forms outline the criteria (skills) for each scan type to enable the assessor/s and trainee to record details of the individual assessment, including whether it is a formative or summative assessment. Each skill is assessed and scored on a scale from '1 to 5'
- For the Level Three summative assessments, each COGU assessor will complete a separate Assessment Form for each case. The scores from each assessor, for each scan type, will be recorded on the IHCA Level Three Summary Sheet and the final score will be the average of the two (2) COGU assessors
- To pass a summative IHCA, the trainee must:
  - Achieve or Achieve Above MAPS (Score '4 or above' in a minimum number of the listed criteria for each assessment). Refer to IHCA Assessment and Summary Sheets for details of minimum numbers
  - Score '4 or above' for criteria identified as ESSENTIAL - they cannot be assessed as 'not applicable' or 'not observable'
- If any skills are not applicable or not observable (for other than ESSENTIAL skills), the MAPS is adjusted proportionately. For example, MAPS for the 12 Week Assessment is 21 out of 28, however if 3 skills could not be assessed then MAPS is reduced by three (3) to a maximum total of 25
- A tick/circle must be given in each criteria box. In circumstances where a particular element of the assessment is not possible, the assessment box can be crossed out and justification provided by the assessor
- Trainees must attempt to complete all aspects of the assessment
- Assessors are encouraged to provide verbal and written feedback at the end of each formative assessment to assist the trainee with their skill development and preparation for their summative assessment
- It is compulsory for both the trainee and assessor/s to undertake the feedback process at the conclusion of the summative IHCA, including any failed attempts. Feedback includes what the trainee did well and what should be improved. Both the trainee and assessor must sign the form including the assessors' qualifications

## **Administrative Matters**

The following administrative procedures apply when undertaking the COGU IHCA:

- Summative assessments should be conducted at the trainee's training site with equipment familiar to the trainee
- Successfully completed Level One and Two Summative IHCAs and Summary Sheets must all be submitted to the COGU Training Program Coordinator [cogu@ranzocg.edu.au](mailto:cogu@ranzocg.edu.au)
- Level Three summative IHCAs must be successfully completed for the trainee to complete Year 3 of clinical training
- Summative assessments may be repeated as many times as necessary but not within four (4) weeks of an unsuccessful attempt. Following an unsuccessful summative IHCA attempt, trainees should focus on any area(s) to be improved, prior to any further attempts
- Trainees are to submit completed summative assessments and summary sheets for their Training Supervisor to review and sign.
- Patient Information and Consent must be obtained for Level Three IHCAs only
- Assessors must read 'ADDITIONAL NOTES FOR IN-HOSPITAL CLINICAL ASSESSMENT – ASSESSOR' document. After ensuring all instructions are followed, the assessor must sign the Assessor Declaration.

**Satisfactory completion of the COGU IHCA will be recorded when the following have been submitted to the College:**

- Copies of successfully completed IHCA summative assessment forms for each scan type
- Completed IHCA Summary Sheet indicating MAPS has been achieved for each scan
- Completed assessor declaration forms