

Certification in Reproductive Endocrinology and Infertility (CREI)

Assessment of Procedural Skills (APS)

General Information

What is Assessment of Procedural Skills (APS)?

APS is the assessment of specific skills observed by an assessor while the trainee performs day-to-day procedures in their work place. As such, it provides a breadth of clinical experiences in which the trainee can display their skill set and multiple opportunities in which to demonstrate those skills. APS can be taken formatively, which enables the trainee to receive feedback to assist in skill improvement as well as a requirement for summative assessment, which contributes to the trainee's successful completion of their Subspecialist training.

When are APS undertaken?

APS can be undertaken any time a trainee is performing one of the nominated procedures (9 compulsory and 3 elective); and have a CREI Fellow (or other approved supervising specialist in obstetrics and gynaecology) in attendance and able to complete the assessment form.

For all procedures, formative assessments should be undertaken to help identify areas requiring further improvement. For compulsory procedures, formative APS can build toward the successful completion of an APS. It is suggested that a trainee have multiple blank APS forms ready for use whenever there is a suitable clinical case and/or appropriate assessor available. As preparation for surgery and the surgical procedure are performed at separate times it is expected that completion of summative assessment in any procedure may require two assessors to sign the APS form. It is important that assessors directly observe the performance of the CREI Fellow.

CREI trainees are required to complete 9 compulsory APS by the end of Year 3.

What procedures need to be assessed via an APS?

There are nine (9) compulsory APS for procedures that must be completed summatively by a trainee during their three year training program. These procedures are:

1. Hysteroscopic adhesiolysis
2. Hysteroscopic division of uterine septum
3. Hysteroscopic myomectomy
4. Laparoscopic ovarian drilling
5. Laparoscopic removal of endometrioma greater than 5 cm
6. Laparoscopic resection of peritoneal endometriosis
7. Laparoscopic salpingolysis
8. Needle retrieval of sperm
9. Open myomectomy

The nine compulsory APS are available for immediate use.

Who can assess the APS?

Any Fellow of the College who holds a CREI may act as an APS assessor as well as any other approved specialist in obstetrics and gynaecology, acting in a supervisory capacity during one of the nominated APS. Each APS procedure must be assessed by a minimum of two different assessors if being completed formatively prior to the final summative assessment.

The Training Supervisor may act as an assessor but must not be the only assessor to assess any one procedure. Approved specialists in obstetrics and gynaecology are nominated by the Training supervisor and included in the application of the training site. In the case of male reproductive surgery, an approved specialist urologist nominated in the application of the training site may complete the CREI APS assessment form

How many APS must a trainee undertake?

There is no limit to the number of formative APS that a trainee can undertake as they develop their skill set, however a minimum of 3 formative APS are encouraged. Only one (1) Summative assessment is required to be conducted for each procedure.

What level of performance is required to successfully complete an APS?

To be deemed competent in a Summative APS the trainee must gain an 'S' rating (Satisfactory standard for completion of this procedure with no prompting or intervention required) in all domains and, be assessed at Level 3 (Competent to perform the procedure, including complications, unsupervised and independently) in the Global Rating scale.

What happens with the APS assessment forms?

Trainees are advised to keep all formative APS to show their Training Supervisor should the Training Supervisor or representative of the CREI training committee request to see them. A copy of each Summative assessment form should be given to the Training Supervisor for their records and the trainee must keep each original Summative assessment form in their TAR folder

What are the Trainee's responsibilities?

Trainees are advised to print up multiple APS assessment forms for each procedure so that whenever a suitable opportunity arises they can ask the supervising CREI Fellow or any other approved supervising specialist in obstetrics and gynaecology, to complete an APS assessment.

What are the Training Supervisor's responsibilities?

Training Supervisors are asked to check with their trainee at both the 3-month appraisal and 6-month assessment meetings that steady progress is being made by the trainee in each of the nominated procedures. An APS Master Sheet will be included in the trainee's Training and Assessment Record (TAR). A Training Supervisor may ask to see the trainee's formative assessment forms to ascertain progression but they do not count toward the 6-monthly assessment. The Training Supervisor must be given a copy of the completed summative forms for inclusion in the trainee's training file.

What are the Assessor's responsibilities?

An assessor needs to tick the appropriate box against each of the criteria in the procedural assessment section of the APS to indicate the trainee's performance standard. Assessors are also asked to tick one of the Global Ratings boxes that will indicate the current standard of professional behaviours that the trainee has demonstrated across the whole procedure (a holistic assessment). They are also asked to make some brief comments relating to the strengths and weaknesses of the trainee's performance which are used during a debriefing with the trainee, post-procedure.

Giving feedback

Each Assessor is required to provide face-to-face feedback to the trainee about their assessment of the trainee's performance in order to assist with their procedural and surgical skills development.