

# SIMG PARTIALLY COMPARABLE - 6 MONTHLY SUMMATIVE ASSESSMENT AND CLINICAL TRAINING SUMMARY



**THE ROYAL AUSTRALIAN  
AND NEW ZEALAND  
COLLEGE OF  
OBSTETRICIANS AND  
GYNAECOLOGISTS**

This form should be used for assessing Specialist International Medical Graduate (SIMG) Trainees. Assessment is to be made at the equivalent of Year 5 Advanced Trainee or above.

Full Name of SIMG Trainee: \_\_\_\_\_ Hospital: \_\_\_\_\_ State: \_\_\_\_\_

Full Name of SIMG Supervisor: \_\_\_\_\_ Date SIMG Training commenced: \_\_\_\_/\_\_\_\_/\_\_\_\_

Report for six-month period: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Leave taken during reporting period: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Full time  Part time (as per hospital contract) \_\_\_\_/\_\_\_\_/\_\_\_\_

### Number of consultants who have contributed to this assessment

Number who have less than 10 contact hours per four-week period, with the SIMG Trainee: \_\_\_\_\_

Number who have greater than 10 contact hours per four-week period, with the SIMG Trainee: \_\_\_\_\_

<b>When completing the report</b> for each competency, indicate the number of consultants who give each rating. For example five consultants assess the trainee. For the competency -Responsibility, Reliability and Initiative, two give a rating of Partially Demonstrated, and three rate the trainee as Demonstrated. This information should be recorded as follows:				
<b>Competencies</b> Ratings to be collated by SIMG Supervisor from distributed Consultant Assessment Forms	Demonstrated	Partially Demonstrated	Not Demonstrated	Not Assessed* (*insufficient information)
Demonstrates responsibility, reliability and initiative in undertaking clinical and other duties and follow up	3	2		

The following criteria, drawn from the RANZCOG Curriculum, should be addressed by the SIMG Supervisor in consultation with the Partially Comparable SIMG. The SIMG Supervisor should draw on information from other health and medical practitioners who have worked with the SIMG trainee during this period. The SIMG Trainee is to be assessed at the equivalent of a Year 5 Advanced trainee or above. Ratings to be collated by the SIMG Supervisor from distributed Consultant Assessment Forms.

### 1. Clinical Expertise

<b>Competencies</b>	<b>Demonstrated</b>	<b>Partially Demonstrated</b>	<b>Not Demonstrated</b>	<b>Not Assessed* (*insufficient information)</b>
Demonstrates responsibility, reliability and initiative in undertaking clinical and other duties				
Manages clinical load effectively in consultation with other members of the health care team				
Demonstrates appropriate obstetric procedural and surgical skills				
Demonstrates appropriate obstetric non- procedural skills				
Demonstrates appropriate gynaecological procedural and surgical skills				
Demonstrates appropriate gynaecological non- procedural skills				
Demonstrates appropriate documentation and organisational skills				
Demonstrates continued improvement in medical expertise, clinical reasoning and judgement				

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**SIMG Training Supervisor's summary comments** (Where the SIMG Trainee has been assessed as Partially Demonstrated or Not Demonstrated in any of the competencies, suggestions for development and improvement must be provided).

**Suggestions for Development**

## 2. Academic Abilities

Competencies	Demonstrated	Partially Demonstrated	Not Demonstrated	Not Assessed (*insufficient information)
Demonstrates appropriate theoretical knowledge of specialty and principles of evidence-based medicine				
Demonstrates effective teaching at both undergraduate and postgraduate level				
Demonstrates attendance and participation at continuing education meetings				
Demonstrates research abilities				

**SIMG Training Supervisor's summary comments** (Where the SIMG Trainee has been assessed as Partially Demonstrated or Not Demonstrated in any of the competencies, suggestions for development and improvement must be provided).

**Suggestions for Development**

## 3. Professional Qualities

Competencies	Demonstrated	Partially Demonstrated	Not Demonstrated	Not Assessed (*insufficient information)
Communicates effectively with patients and their families				
Communicates effectively with colleagues				
Works as a member of a team				
Accepts constructive feedback				

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Competencies	Demonstrated	Partially Demonstrated	Not Demonstrated	Not Assessed (*insufficient information)
Reviews and updates professional practice				
Leadership and management responsibilities				
Professionalism				
Health Advocacy				
<b>SIMG Training Supervisor's summary comments</b> (Where the SIMG Trainee has been assessed as Partially Demonstrated or Not Demonstrated in any of the competencies, suggestions for development and improvement must be provided). <b>Suggestions for Development</b>				

SIMG 6 Month Clinical Training Summary	Assisted		Primary Operator		Cumulative Assisted Operator Totals (including <b>ALL</b> training to date)	Cumulative Primary Operator Totals (including <b>ALL</b> training to date)
<b>OBSTETRICS</b>						
Normal vaginal delivery						
Complex vaginal delivery - breech, twin		Total:		Total:		
Operative vaginal delivery - low/outlet vacuum delivery - low/outlet forceps delivery - midcavity or rotational instrumental delivery						
Caesarean section: - Basic - Intermediate, eg, fully dilated - Advanced, eg, placenta praevia						
Repair of episiotomy or second degree perineal tear						
Repair of third and fourth degree tears						
Examination under anaesthesia (management of PPH $\geq$ 1000ml)						
Manual removal of placenta						

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<b>GYNAECOLOGY</b>				
<b>Endometrial inspection, sampling and hysteroscopic surgery</b>	<b>Assisted</b>	<b>Primary Operator</b>	<b>Cumulative Assisted</b>	<b>Cumulative Primary</b>
Diagnostic hysteroscopy, dilatation and curettage (D&C)				
Suction D&C for retained products of conception				
Endometrial ablation				
<b>Open abdominal gynaecological surgery</b>				
Laparotomy - Basic: eg, oophorectomy, salpingo-oophorectomy, ovarian cystectomy				
Laparotomy - Intermediate: eg, hysterectomy, myomectomy, hysterotomy				
Laparotomy – Advanced: eg, pelvic sidewall dissection				
<b>Vaginal surgery, uterovaginal prolapse &amp; urinary incontinence</b>				
Cystoscopy				
Basic vaginal surgery: eg, vaginal repair - anterior, posterior & perineum				
Sacrospinous colpopexy				
Colposuspension				
Mesh-based prolapse procedures				
Advanced vaginal surgery: eg, vaginal hysterectomy & repair				
Tensionless vaginal tape procedures, including cystoscopy				
<b>Laparoscopic surgery</b>				
AGES Skill levels 1-2				
AGES Skills level 3				
AGES Skills level 4				
<b>Cervix and Dysplasia</b>				
Colposcopy, cervix and CIN management				
Cone biopsy				
Minor perineal surgery (eg, Bartholin’s cyst or abscess, marsupialisation, excision vulval cyst, diagnostic vulval biopsy)				

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### Clinics and training

Clinics/Training	Number of clinics	Cumulative total (including ALL training to date)
Antenatal clinics		
Gynaecology clinics		

### Ultrasound scans and procedures

Scans/Procedures	Number of procedures performed	Cumulative total (including ALL training to date)
Vaginal		
Abdominal		

### Summative performance (in this six month period)

<p><b>The overall performance of the SIMG Trainee in this 6 month period has been:</b></p> <p><input type="checkbox"/> Satisfactory or  <input type="checkbox"/> Referred for review to the SIMG Assessment Committee*</p> <p>*If referred to the SIMG Assessment Committee Chair due to SIMG Trainee being BELOW expectation in relevant competencies, a Remedial Development Plan (RDP) MUST be submitted with the Summative Assessment. The RDP template can be found on the RANZCOG website at <a href="http://www.ranzcog.edu.au">www.ranzcog.edu.au</a></p> <p>I have discussed this Summative Assessment and Clinical Training Summary with the SIMG Trainee.</p> <p>SIMG Training Supervisor: _____</p> <p>Date: ____/____/____</p> <p>My SIMG supervisor has discussed this assessment with me:</p> <p>SIMG Trainee: _____</p> <p>Date: ____/____/____</p>	<p>Noted by the Regional TA Chair</p> <p>Signature: _____ Date: ____/____/____</p> <p><b>This 6 month Summative Assessment and Clinical Training Assessment Summary is</b></p> <p><input type="checkbox"/> Satisfactory or  <input type="checkbox"/> Not Satisfactory</p> <p>SIMG Assessment Committee Chair:</p> <p>Signature: _____ Date: ____/____/____</p>
<p><b>Logbook</b></p> <p>I have sighted and signed the SIMG Trainees Logbook.</p> <p>SIMG Training Supervisor: _____</p> <p>Date: ____/____/____</p>	

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### SIMG Trainee and SIMG Training Supervisor Instructions

**This six-monthly Summative Assessment and Clinical Training Summary (SACT) is an important record of the Trainees' progress and assessment**

- The SIMG Trainee and the SIMG Training Supervisor MUST meet within the last 2-4 weeks of the training period. It is the responsibility of the SIMG Trainee to ensure that the SIMG Training Supervisor is available to meet with the SIMG Trainee to discuss the SACT prior to submission.
- The SIMG Training Supervisor, or their nominee, is responsible for distributing and collecting the Consultant Assessment forms which are the basis for the SACT, *NOT* the Trainee.
- Both the SIMG Trainee and SIMG Training Supervisor must sign the SACT.
- Please ensure that all details are completed on each page of the SACT, including the SIMG Trainee's name.
- Submit the six-month documentation as a single document. If pages of the document are separated, collate them before submission.
- It is the SIMG Trainee's responsibility to submit the completed SACT to the SIMG Coordinator at College House for review and signing by the local Training Accreditation Committee (TAC) Chair and SIMG Assessment Committee Chair. This must be done **not more than six weeks** from the end of the relevant training period.
- Both SIMG Trainee and SIMG Training Supervisor should retain a copy of each six-monthly SACT and three-monthly Formative Appraisal Reports.
- If the SIMG Training Supervisor ticks the box "Referred for Review to the Regional TA Committee and the SIMG Assessment Committee Chair" on this SACT, a remedial plan (RDP) MUST be submitted with this Summative Assessment. The RDP template can be found on the RANZCOG website, [www.ranzcog.edu.au](http://www.ranzcog.edu.au)
- **If a SIMG Trainee receives 3 "Not Satisfactory" assessments in the course of their training, this may result in removal from the Training Program.**

Before submission of documents to the SIMG Coordinator at College House, please use the following checklist to ensure all relevant areas have been completed. Failure to send correctly completed forms will result in a delay in processing and may result in the training period not being credited.

- SACT form completed in full;
- SIMG Trainee and SIMG Training Supervisor have discussed performance and progress during the period covered by this six-monthly SACT.
- SACT has been signed by BOTH SIMG Training Supervisor and SIMG Trainee.

### Submission of training documents by the due date

- If the six-month Summative Assessment & Clinical Training Summary is **not submitted within six weeks** of the end of the relevant training program, **the entire six-month training period will NOT be credited** and will result in a **"Not Satisfactory" assessment**. If this occurs a second time, the SIMG Trainee will face removal from the program.
- SIMG Trainees who believe they have valid grounds for NOT submitting their training documents or their assessment documents by the due date, should apply via the *Exceptional Circumstances for Special Consideration Application Form* and submit documentary evidence along with the administrative fee, when they submit the six-monthly Summative Assessment & Clinical Training Summary report to the SIMG Coordinator at College House. This form can be accessed on the College website.
- The *Exceptional Circumstances for Special Consideration Application Form* must be received within 72 hours of the due date for submission of the relevant six-monthly SACT.

### Note to Training Supervisors

- Hand Consultant Assessment Reports to between 2 and 6 consultants who work closely with, and are best able, to assess the SIMG Trainee's performance.
- After collating the Consultant Assessment reports, the SIMG Training Supervisor must recommend whether the assessment report is assessed as "Satisfactory" or "Referred for Review" to the Regional TAC Committee and the SIMG Committee Chair, noting that the report must be referred if two (2) or more consultants rate a SIMG Trainee as "not demonstrated" for their level of training for two or more competencies, regardless of the domain(s) in which the competencies are located.
- If the box "Referred for Review" to Regional TA Committee and the SIMG Committee Chair is ticked by the SIMG Training Supervisor, a Remedial Development Plan (RDP) MUST be developed with the Trainee and submitted with the six-monthly Summative Assessment & Clinical Training Summary.  
The RDP Template is located at: [www.ranzcog.edu.au](http://www.ranzcog.edu.au)

### PLEASE RETURN THIS FORM TO:

**SIMG Coordinator  
RANZCOG**

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East Melbourne  
VIC 3002 AUSTRALIA

Phone +61 3 9412 2970 / 2945  
Fax +61 3 9412 2956  
Email [simg@ranzcog.edu.au](mailto:simg@ranzcog.edu.au)

For any queries relating to training, please contact the SIMG Department at College House.