

Certification in Obstetrical and Gynaecological Ultrasound (COGU)

In-Hospital Clinical Assessment (IHCA)

Notes for Trainees and Assessors

The COGU In-Hospital Clinical Assessment (IHCA) has gone undergone a review to improve the IHCA for both trainees and assessors. Effective from the commencement of the 2019 training year, COGU trainees are 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.

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 the [IHCA Level 3 Application and Payment form](#) to ensure their IHCAs are credited. All Level Three summative IHCAs must be successfully completed by the end of Year 3 clinical training.

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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 summative assessments, trainees must have:

- Undertaken a minimum of two (2) formative assessments of each case. 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

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
- Assessors 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 (other than ESSENTIAL skills), the MAPS is adjusted proportionately. For example, where the MAPS for the 12 Week Assessment is 21 out of 28, however 3 skills could not be assessed, the 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

- Summative assessments should be conducted at the trainee's training site with equipment familiar to the trainee
- 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 IHCA's only
- The assessor MUST sign and date the Assessor Declaration at the end of this form to acknowledge they have read and understood the enclosed information
- All completed formative assessment forms are to be retained by the trainee and be available if requested

ASSESSOR DECLARATION

I confirm that:

- I have read and complied with all the instructions above
- I have personally observed the trainee's examination
- I have personally made the assessment

Assessor's Name:

Date:

Assessor's Signature: