



## Direct Observation of Procedural Skills in Endoscopy (Endoscopic DOPS)

**Trainee's name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Parent Hospital:** \_\_\_\_\_

**Current Hospital:** \_\_\_\_\_

**Specialty/Subspecialty\*:** CTS                      Ped Surg  
O&T    ENT

Plastic Surgery                      NS                      Urology  
A&E    ICU

**Trainee level\*:**                      ST1                      ST2  
Others (please state level):

**Term\*:** 0-6<sup>th</sup> month                      7<sup>th</sup>-12<sup>th</sup> month  
13<sup>th</sup>-18<sup>th</sup> month                      19<sup>th</sup>-24<sup>th</sup> month  
24<sup>th</sup> month

**Name of procedure:** \_\_\_\_\_

**Number of times procedure performed by trainee:** \_\_\_\_\_

**Hospital Number / Outpatient Number:** \_\_\_\_\_ **Location\*:** Endoscopy Suite    OT    Ward

**Difficulty of procedure\*:** Easier than usual                      Average difficulty                      More difficult than usual

\* Please circle as appropriate.

### TRAINEE'S REFLECTIONS ON THIS ACTIVITY

What did I learn from this experience?
What did I do well?
What do I need to improve or change? How will I achieve it?

### ASSESSOR'S COMMENTS ON THIS ACTIVITY

#### RATINGS

The assessment should be judged against the standard expected at completion of this stage of training (e.g. initial stage ST1/ST2). Stages of training are defined in the curriculum.

**N** = Not observed                      **I** = Improvement required                      **S** = Satisfactory                      **O** = Outstanding

Domain	Rating	Specific Comments
1. Describes indications, relevant anatomy, & details of procedure		
2. Obtains informed consent, after explaining procedure & comps		
3. Prepares for procedure, check for endoscope, patient monitoring & O <sub>2</sub>		
4. Gets patient history, administers effective analgesia or safe sedation (anaesthetist)		
5. Proper positioning and demonstrates good communication with nurses		
6. Handles endoscope gently, enter correct lumen, maintain luminal views		
7. Aware of position; proper use of distension, suction & lens washing		
8. Demonstrates good technique of in/out and torque of endoscope		
9. Accurate identification and management of pathology		
10. Deals with any unexpected event or seeks help when appropriate		
11. Completes required documentation (written or dictated)		
12. Issues clear post-procedure instructions to patient and/or staff		

#### FEEDBACK

Verbal and written feedback is a mandatory component of this assessment.

General
Strengths
Improvement needs
Recommended actions

<b>GLOBAL SUMMARY</b> <i>Level at which completed elements of the PBA were performed on this occasion</i>		<b>TICK</b>
Level 0	Insufficient evidence observed to support a summary judgement	
Level 1	Unable to perform the procedure, or part observed, under supervision	
Level 2	Able to perform the procedure, or part observed, under supervision	
Level 3	Able to perform the procedure with minimum supervision (needed occasional help)	
Level 4	Competent to perform the procedure unsupervised (could deal with complications that arose)	

Time taken for observation (mins): \_\_\_\_\_ Time taken for feedback (mins): \_\_\_\_\_

Assessor's name: \_\_\_\_\_

Assessor's institutional e-mail address: \_\_\_\_\_

Assessor's signature: \_\_\_\_\_

Trainee's signature: \_\_\_\_\_

### **General guidelines on Endoscopic DOPS**

- Trainees admitted **between 1 July 2010 – 30 June 2014** must complete **at least 1** during 2 years of BST training; And staple it to your record of curriculum
- Trainees admitted **between 1 July 2014 – 30 June 2016** must complete **at least 2** during 2 years of BST training; And staple it to your record of curriculum
- Trainees admitted **from 1 July 2016 onwards** must complete **at least 1 of Endoscopic or Surgical DOPS in every 3 months** of surgical training\*; AND Trainees must complete **at least 2 Endoscopic DOPS** during the first 2 years of basic training; AND submit the forms to the College Secretariat together with the half-yearly assessment during January and July;

\* **Starting from 1 January 2019 onwards**, THERE WILL BE NO EXEMPTION ON DOPS ASSESSMENT for trainees rotating to **A&E** and **ITU**. **TRAINEES ARE REQUIRED TO COMPLETE DOPS ASSESSMENT IN EVERY 3-MONTH ROTATION.**

@ For the last rotation of BST training, Trainees are strongly advised to complete their competency assessments before they sit for Conjoint Selection Exercise.

^ Copy of this form should be made and retained by the trainee for his / her personal record of curriculum.