

Functional Module - Log Book

Platform	Website and App
Description	HSTs are required to submit their operation records to a logbook within the stipulated deadline (set by the College admin). The logbook book summary (Annex 1) and logbook summary report (Annex 2) should be submitted together with the half-yearly assessment.

	Workflow	HST	College Admin
1.	Input operation record	<ul style="list-style-type: none"> ● Select date of operation (today by default). The available date range is from 14 days before the date by default. ● Working Specialty = “General Surgery” will default as the setting in HST rotation. ● Take General Surgery as an example: Choose among (scrolling list): “Nature of Procedure” > “Major Procedures” / “Minor and Intermediate Procedures” “Sub-Specialty” 1. “Major Procedures”> (Breast/ Cardiothoracic/ Colorectal/ Gynaecological/ Head and Neck/ Hepatobiliary/ Laparoscopy/Thoracoscopy/ Lymphatic/Spleen/ Oesophagogastric/ Paediatric/ Pancreatic/ Plastic/ Small intestine/ Soft tissue/ Transplantation/ Urology/ Vascular/ Abdominal - other) 2. “Minor and Intermediate Procedures” > (Breast/ Gastrointestinal/ Head and Neck/ Hernia(elective operation)/ Lymphatic/ Skin and appendage/ Urology/ Vascular/ Endoscopy/Diagnostic/ Endoscopy/Therapeutic) “Type of Operation” 	<ul style="list-style-type: none"> ● Submitted records might be checked by Training Supervisors during Half-Yearly Assessment before the Training Subcommittee meeting ● In case of discrepancy, modification right (with time limit) would be granted to trainees by College admin

<p>“Surgical access if applicable” > (Open/ Minimal access) “Procedure Name” “Supplementary information (Optional)</p> <ul style="list-style-type: none"> ● A category of “Others” for trainees to fill in operations that are not on the list ● “Search Keywords” function to enable the typing of initial letters to display the correct operation from the common list ● If there is more than one procedure applied, HST can continue to add the additional procedures. ● Choose role “Chief Surgeon”, “Surgeon under supervision” or “Assistant”, etc. (tick box) ● Choose the supervised trainer (optional) ● Can type in or scan thru the app for Hospital Number / Outpatient number (this function developed for future use). ● To click a box “declaration of giving true information” and SUBMIT ● Logbook summary and logbook summary report (stats from submitted operation record/logbook summary) will be shown 	
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Report Required:

- A report showing trainee’s operation statistics including number of index operations completed (sorted by training period & specialty); Major/Minor Operation statistics;