



**The Royal College of Pathologists**  
*Pathology: the science behind the cure*

## **Workplace-Based Assessment Working Group**

### **Minutes of the Meeting held on Wednesday, 28<sup>th</sup> June 2006**

**Present:**

Dr Trevor Gray (Chair)  
Dr Philip DaCosta  
Dr Alan Jones  
Dr Mary Thompson

Dr Ruth Ayling  
Ms Sandra Dewar  
Dr Dinakantha Kumararatne  
Dr Patrick Twomey

Miss Joanne Brinklow  
Dr John Hood  
Ms Elizabeth Livingston  
Dr Hani Zakhour

**Apologies for absence:**

Dr David Carrington

Dr Peter Johnston

Mrs Stella Macaskill

#### **1. Chairman's Welcome and Introduction**

Dr Gray welcomed all to the meeting of the WPBA Working Group, particular those who were attending for the first time – Ms Elizabeth Livingston representing the Lay Advisory Committee and Drs Alan Jones and Patrick Twomey representing the Chemical Pathology CATT as member and deputy respectively.

#### **2. Minutes of the Last Meeting held on 1 March 2006**

Minutes of the last meeting were accepted as true and accurate.

#### **3. Matters Arising from the Last Meeting**

a. Histopathology

Dr Philip Dacosta, on behalf of the histopathology team introduced a new workplace-based assessment tool 'Evaluation of Clinical Events' (ECE) which is similar to directly observed procedural skills (DOPS) but is more to do with safe and correct use of procedures within the laboratory and in connection with the clinical work of the lab.

The committee welcomed the new ECE tool and agreed to assess its potential on other specialities.

Dr Dacosta also presented the following:

Scenarios for use of workplace-based assessment tools.  
Case-based discussion (CbD) assessment form.

Direct observation of procedural skills (DOPS) assessment form and guidance notes.  
Criteria for assessment.

The assessment forms were accepted with the following amendments:

**Action:** Remove 'year of training' from assessment forms.  
Identify the stages of training.  
Add – 'Respect for patient dignity' in the autopsy case.  
Examples of complexity of cases should be provided for assessors on the guidance forms – low, average, high.  
Forms to be tested on willing volunteers to determine effectiveness.

b. Chemical Pathology

The Chemical Pathology CATT had met in the same morning and discussed the use of workplace-based assessment tools in the specialty.

Dr Ruth Ayling presented a list of DOPS in chemical pathology. Additional items suggested at the CATT meeting were to be added.

**Action:** Assessment forms and guidance notes to be devised for CbD and DOPS.  
Examples of topics for case-based discussions of clinical events should be provided.

c. Medical Microbiology and Virology

Dr John Hood presented assessment forms on DOPS and CbD.

There was a discussion about using the GMC number. It was agreed not to use it on the forms.

**Action:** Delete – GMC number.  
Devise clinical events tools similar to histopathology.  
Write information sheet for assessors.  
Test on own trainees first to determine effectiveness.  
Scenarios for DOPS and CbD to be produced.

d. Immunology

Dr Dinakantha Kumararatne presented guidelines for the use of portfolio document and a laboratory immunology assessment form. The meeting agreed that it was not appropriate to judge the form as it was written by the JCHMT.

**Action:** Assessment form to be tested before the end of year.

e. All Specialties

All specialties were asked to:

Test the assessment forms on volunteers and report back to next meeting.  
Give examples of complexity of procedures for assessment forms (low, average, high) according to stages of training.  
Report on usability of tools with trainees.

#### 4. ASME Conference

The Chair advised the meeting that the Association for the Study of Medical Education (ASME) has asked the College to make a contribution to their conference to be held on 13 December 2006 at the

Royal Institute of British Architects, London. The College is looking to submit a poster on experiences with multi-source feedback for the year 1 histopathology trainees. Deadline for submission of the poster is 2 October 2006.

#### **5. RCPATH Assessment Tool – ePATH SPRAT (Multi-source feedback)**

Dr Gray informed the group that Dr Helena Davies together with the team at the Healthcare Assessment & Training (HcAT) based at Sheffield Children's NHS Trust had administered the multi-source feedback process on behalf of the College. This took place for the year 1 histopathology trainees in May 2006. A formal report is being awaited from Dr Davies which will be presented to the group in due course.

#### **6. Histopathology End of Year 1 Review (EYR)**

Dr Gray reported on the EYR. In order to progress to Year 2/Stage B of histopathology training, all year 1 histopathology trainees must undergo an End of Year 1 Review (EYR). The EYR process which is deanery-led is due to be completed by July 2006. The core documentary evidence for the EYR are the results of the histopathology year 1 assessment, results of the multi-source feedback and the educational supervisor's report(s). The supporting documentary evidence is the histopathology training and learning record, including training portfolio and an up-to-date CV.

#### **7. WPBA for Pathology Foundation Training**

Dr Hani Zakhour reported that Dr Mark Stephens and Dr Sarah Hauxwell had produced a draft version of a histopathology F2 workbook and draft F2 assessment forms for trainees undergoing F2 training in the West Midlands. The workbook is mapped to the F2 curriculum. The draft assessment forms were tabled.

Dr Zakhour reported that MMC had not considered pathology when developing the tools for F2 assessment. In his experience the tools did not fit with the training that year 1 trainees were undertaking in pathology and therefore could not be used.

Dr Zakhour asked the group to consider and encompass F2 training when developing workplace-based assessment tools.

#### **8. Any Other Business**

There was no other business.

#### **9. Date of Next Meeting**

Friday, 22<sup>nd</sup> September 2006 at 10:30am

##### **Future Meeting**

Thursday, 7<sup>th</sup> December 2006 at 10:30am