

Requirements for Post IMM Fellowship Training

HISTOPATHOLOGY

h

Duration of Training

4
Years

2017

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The College of Physicians and Surgeons Pakistan would appreciate any criticism, suggestions, advice from the readers and users of this document. Comments may be sent in writing or by e-mail to the CPSP at:

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ABOUT THE COLLEGE

The College was established in 1962 through an ordinance of the Federal Government. The objectives/functions of the College include promoting specialist practice of Medicine, Obstetrics & Gynaecology, Surgery and other specialties by securing improvement of teaching and training, arranging postgraduate medical, surgical and other specialists training, providing opportunities for research, holding and conducting examinations for awarding College diplomas and admission to the Fellowship of the College.

Since its inception, the College has taken great strides in improving postgraduate medical and dental education in Pakistan. Competency-based structured Residency Programs have now been developed, along with criteria for accreditation of training institutions, and for the appointment of supervisors and examiners. The format of examinations has evolved over the years to achieve greater objectivity and reliability in methods of assessment. The recognition of the standards of College qualifications nationally and internationally, particularly of its Fellowship, has enormously increased the number of trainees and consequently the number of training institutions and the supervisors. The rapid increase in knowledge base of medical sciences and consequent emergence of new subspecialties has gradually increased the number of CPSP fellowship disciplines to Seventy Three. After completing two years of core training during IMM, the trainees are allowed to proceed to the advanced phase of FCPS training in the specific specialty of choice for 2-3 years. However, it is mandatory to qualify IMM examinations before taking the FCPS-II exit examinations. The work performed by the trainee is to be recorded in the e-logbook on daily basis. The purpose of the e-log is to ensure that the entries are made on a regular basis and to avoid belated and fabricated entries. It will hence promote accuracy, authenticity and vigilance on the part of trainees and the supervisors.

The average number of candidates taking CPSP examinations each year is to a minimum of 25,000. The College conducts examinations for FCPS-I (11 groups of disciplines), IMM, FCPS-II (73 disciplines), MCPS 22 disciplines, including MCPS in HPE and also Diploma in Health Care System Management (DCPS-HCSM). A large number of Fellows and senior medical teachers from within the country and overseas are involved at various levels of examinations of the College. The College, in its endeavor to decrease inter-rater variability and increase fairness and transparency, is using TOACS (Task Oriented Assessment of Clinical Skills) in IMM and FCPS-II Clinical examinations. Inclusion of foreign examiners adds to the credibility of its qualifications at an international level. It is important to note that in the overall scenario of health delivery over 85% of the total functioning and registered health care specialists of the country have been provided by the CPSP.

To coordinate training and examination, and provide assistance to the candidates stationed in cities other than Karachi, the College has established 14 Regional Centers (including five Provincial Headquarter Centers) in the country. The five Provincial Headquarter Centers, in addition to organizing the capacity building workshops/short courses also have facilities of libraries, I.T, and evaluation of synopses and dissertations along with providing guidance to the candidates in conducting their research work. The training towards Fellowship can be undertaken in more than 257 accredited medical institutions throughout the country and 48 plus accredited institutions abroad. The total number of trainees in these institutions is over 17795. These continuous efforts of the College have even more importantly developed a credible system of postgraduate medical education for the country. The College strives to make its courses and training programs 'evidence' and needs 'based' so as to meet international standards as well as to cater to the specialist healthcare needs not only for this country but also for the entire region.

Prof. Zafar Ullah Chaudhry

President

College of Physicians and Surgeons Pakistan

TRAINING AND EXAMINATIONS SUMMARY

The College lays down the training programs and holds examination for the award of Fellowship in the following disciplines:

Disciplines for 1st Fellowship

1. Anatomy	24. Neurosurgery
2. Anesthesiology	25. Nuclear Medicine
3. Biochemistry	26. Obstetrics and Gynaecology
4. Cardiac Surgery	27. Operative Dentistry
5. Cardiology	28. Ophthalmology
6. Chemical pathology	29. Oral & Maxillofacial Surgery
7. Clinical Haematology	30. Orthodontics
8. Community Medicine	31. Orthopedic Surgery
9. Dermatology	32. Otorhinolaryngology (ENT)
10. Diagnostic Radiology	33. Paediatric Surgery
11. Emergency Medicine	34. Paediatrics
12. Family Medicine	35. Periodontology
13. Forensic Medicine	36. Pharmacology
14. Gastroenterology	37. Physical Medicine & Rehabilitation
15. General Medicine	38. Physiology
16. General Surgery	39. Plastic Surgery
17. Haematology	40. Prosthodontics
18. Histopathology	41. Psychiatry
19. Immunology	42. Pulmonology
20. Medical Oncology	43. Radiotherapy
21. Microbiology	44. Thoracic Surgery
22. Nephrology	45. Urology
23. Neurology	46. Virology

Disciplines for 2nd Fellowship

1. Child and Adolescent Psychiatry	15. Paediatric Gastroenterology Hepatology & Nutrition
2. Cardio-Thoracic Anesthesiology	16. Paediatric Haematology Oncology
3. Clinical Cardiac Electrophysiology	17. Paediatrics Infectious Diseases
4. Community and Preventive Paediatrics	18. Paediatric Nephrology
5. Critical Care Medicine	19. Paediatric Neurology
6. Developmental and Behavioural Paediatrics	20. Paediatric Ophthalmology
7. Endocrinology	21. Pain Medicine
8. Gynecological Oncology	22. Reproductive Endocrinology and Infertility
9. Infectious Diseases	23. Rheumatology
10. Interventional Cardiology	24. Surgical Oncology
11. Maternal and Fetal Medicine (MFM)	25. Urogynaecology
12. Neonatal Paediatrics	26. Vitreo Retinal Ophthalmology
13. Orbit & Oculoplastics	27. Vascular Surgery
14. Paediatric Cardiology	

Fellowship of the College of Physicians and Surgeons Pakistan is awarded to those applicants who have:

- a recognized medical degree;
- completed a one year house job in a recognized institution
- passed the relevant FCPS Part I Examination
- registered with the R&RC ;
- undergone specified years of supervised accredited training on whole time basis ;
- passed IMM examination
- obtained approval of dissertation/ two research articles (related to the specialty) published/ accepted for publication in CPSP approved journal(s)
- completed entries in e-logbook along with validation by the supervisor.
- been declared successful in examinations carried out by the Examination Department of the CPSP; and
- been elected by the College Council

It is important to note that all applicants must undergo a formal examination before being offered Fellowship of the relevant specialty, except in case of Fellowship without examination.

TRAINING ENQUIRES AND REGISTRATION

All registrants should notify the College in writing of any change of address and proposed changes in training (such as change of Supervisor etc) as soon as possible.

GENERAL REGULATIONS

The following regulations apply to all the candidates taking the FCPS-II Examination.

Candidate will be admitted to the examination in the name (surname and other names) as given in the MBBS degree. CPSP will not entertain any application for change of name on the basis of marriage / divorce / deed.

ELIGIBILITY REQUIREMENTS FOR ENTERING FELLOWSHIP TRAINING PROGRAM IN HISTOPATHOLOGY

- Passed FCPS-I in Pathology or granted exemption.
- Completed two years of R&RC registered training of IMM in Pathology

EXEMPTION FROM FCPS PART-I

An application for exemption from FCPS Part-I must be submitted to the College with all the relevant documents and a bank draft for the prescribed fee.

After due verification, the College may grant exemption from FCPS Part-I to those applicants who have acquired any of the following qualifications in Pathology/Histopathology:

FRC Path from Royal Colleges of UK

- Diplomat American Board of Pathologists
- FCPS Part-I, Bangladesh
- Ph.D / M.Phil(Pathology)

In all other cases, after proper scrutiny and processing, the College shall decide acceptance or rejection of the request for exemption from FCPS-I on case to case basis.

All applicants who are allowed exemption will be issued an **EXEMPTION CERTIFICATE** on payment of exemption fee.

A copy of this certificate will have to be attached with the application to the Registration & Research Cell (R&RC) of the CPSP, for registration as FCPS Part-II trainee and later with the application for appearing in FCPS Part-II examination.

DURATION OF TRAINING IN HISTOPATHOLOGY

- Total duration of the training is 4 years divided into following two phases.
- Intermediate Module (IMM) in Pathology for first two years, after which the trainee will be eligible to appear in the Intermediate Module Examination. For further details about the Intermediate Module refer to the booklet "Intermediate Module in Pathology" published separately by the College.
- Last two years consist of advanced training in Histopathology

All training inclusive of rotations is to be completed one month before the date of theory examination.

APPROVED TRAINING CENTRES

Training must be undertaken in units/departments/institutions approved by the College.

A current list of approved locations is available from the College and its regional offices, as well as on the College website: www.cpsp.edu.pk.

REGISTRATION AND SUPERVISION

All training must be supervised and undertaken on whole time basis. The trainees are required to register with the R&RC and submit the name of their supervisor(s) by the date indicated on the registration form. The supervisor will normally be a Fellow of the College. However, another supervisor may be accepted if no Fellow is available to offer appropriate supervision. Only that training will be accepted which is done under a CPSP approved supervisor. Normally, only one supervisor is nominated, and if the trainee spends significant periods working in an area where the supervisor has no personal

involvement, the supervisor must certify that suitable supervision is being provided. The nomination of more than one supervisor is needed only if the trainee divides the year between two or more unrelated units, departments or institutions. The trainees are not allowed to work simultaneously in any other department/institutions for financial benefit and/or for another academic qualification.

COMPONENTS OF TRAINING

Rotations

The Trainer should arrange for the sub-specialty training according to the facilities available. Where subspecialties are not available, the head of the department of Histopathology should certify that candidates have had required training in the sub specialties

Mandatory Workshops

It is mandatory for all trainees to attend the following CPSP certified workshops in the first two years of Intermediate Module training:

1. Introduction to Computer and Internet
2. Research Methodology Biostatistics and Dissertation Writing
3. Communication Skills
4. BLS (Basic Life Support) course

Any other workshop/s as may be introduced by the CPSP
NOTE: 1) The workshops are conducted by the Department of Medical Education and the candidates are advised to get registered online. The BLS course is conducted by the Advanced Skills Department (ASD) and the registration form is to be submitted with the ASD separately.

2) No candidate will be allowed to appear in IMM examination without attending the abovementioned workshops and BLS course.

Research (Dissertation / Two Papers)

One of the training requirements for fellowship trainees is a dissertation or two research papers on a topic related to the field of specialization. Synopsis of the dissertation or research papers must be approved from the Registration and Research

Cell (R&RC) of CPSP before starting the research work. The dissertation must be submitted for approval to the R&RC before or during first six months of fourth year of training program.

E-logbook

The CPSP council has made e-logbook system mandatory for all Residency program trainees inducted from July 2011. Upon registration with R&RC each trainee is allotted a registration number and a password to log on to the e-logbook on the CPSP website. The trainee is required to enter all work performed and the academic activities undertaken in the logbook on daily basis. The concerned supervisor is required to verify the entries made by the trainee. This system ensures timely entries by the trainee and prompt verification by the supervisor. It also helps in monitoring the progress of trainees and vigilance of supervisors

SUPERVISOR'S ROLES AND RESPONSIBILITIES

Training held under the aegis of CPSP is compulsorily supervised. A supervisor is a CPSP fellow or a specialist with relevant postgraduate qualifications recognized by CPSP.

Supervision of a trainee is a multifaceted job. Arbitrarily the task is divided into the following components for the sake of convenience. This division is by no means exhaustive or rigid. It is merely meant to give semblance to this abstract and versatile role.

EXPERT TRAINER

- This is the most fundamental role of a supervisor. They have to not only ensure and monitor adequate training but also provide continuous helpful feedback (formative) regarding the progress of the training.
- This would entail observing the trainee's performance and rapport with all the people within his work environment.
- They should teach the trainee and help them overcome the hurdles during the learning process.
- It is the job of the supervisor to make the trainee develop the ability to interpret findings in his/her patients and act suitably in response.
- The supervisor must be adept at providing guidance in writing dissertation / research articles (which are essential components of training).
- Every supervisor should participate actively in supervisors' workshops, conducted regularly by CPSP, and do his/her best to implement the newly acquired information/ skills in the training. It is a basic duty of the supervisors to keep abreast of the innovations in their field of expertise and ensure that this information percolates to trainees of all years under them.

RELIABLE LIAISON

- The supervisor must maintain regular contact with the College regarding training and the conduct of various mandatory workshops and courses.
- It is expected that the supervisor will establish direct contact with relevant quarters of CPSP if any problem arises during the training process, including the suitability of trainee.
- They must be able to coordinate with the administration of their institutions/organizations in order to ensure that their trainees do not have administrative problems hampering their training.

PROFICIENT ADMINISTRATOR

- They must ensure that each trainee makes regular entries in e-logbook.
- Provide feedback regarding each trainee quarterly through e-log system.
- The supervisors might be required to submit confidential reports on trainee's progress to the College.
- The supervisor should notify the College of any change in the proposed approved training program.
- In case the supervisor plans to be away for more than two months, they must arrange satisfactory alternate supervision during the period.

TRAINEE'S ROLES AND RESPONSIBILITIES

Given the provision of adequate resources by the institution, trainees should;

- accept responsibility for their own learning and ensure that it is in accord with the relevant requirements;
- investigate sources of information about the program and potential supervisor, and play an informed role in the selection and appointment of the Supervisor;
- seek reasonable infrastructure support from their institution and supervisor, and use this support effectively;
- ensure that they undertake training diligently;
- work with their supervisors in writing the synopsis/ research proposal and submit the synopsis/research proposal within six months of registration with the R&RC;
- accept responsibility for the dissertation, and plan and execute the research within the time limits defined;
- be responsible for arranging regular meetings with the supervisor to discuss any hindrances to progress and document progress etc. If the supervisor is not able/ willing to meet with the trainee on a regular basis, the trainee must notify the College;
- provide the supervisor with word-processed updated synopsis and dissertation drafts that have been checked for spelling, grammar and typographical errors, prior to submission;
- prior to submission of dissertation, the student should ensure that the supervisor has all the raw data relevant to the thesis;
- submit completed Dissertation to R&RC or evidence of publication/ acceptance for publication of two research papers in CPSP approved journal (s) or JCPSP six months before the completion of (last year of) training. The trainee should be the first or second author of both papers and the synopsis of both papers must have a prior approval of R&RC;

- follow the College complaint procedures if serious problems arise;
- complete all requirements for sitting an examination;
- provide feedback regarding the training post to the College on the prescribed confidential form;

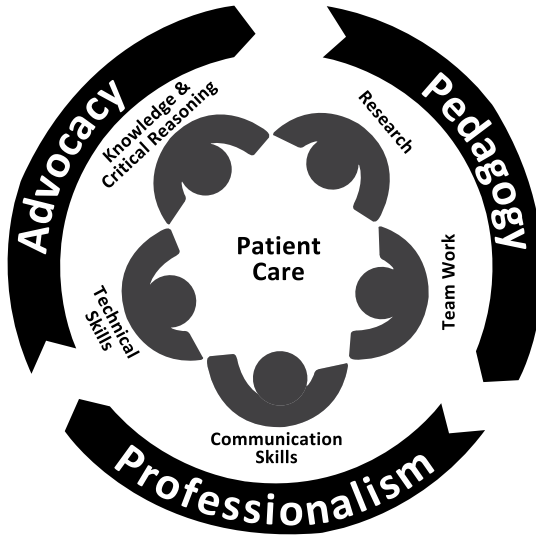
TRAINING PROGRAMME

AIM

The aim of the Fellowship Programme in Histopathology is to produce specialists in the field who have attained the required competencies. By the end of the residency programme, the graduates will be able to

- Apply the requisite knowledge and skills to think critically and solve problems
- Be an effective team player, leading the team if necessary
- Communicate effectively with, for example
 - o patients and their attendants with empathy and compassion
 - o seniors, peers, juniors, learners and other health professionals;
- Ensure patient safety
- Present well in the clinics and conferences
- Keep up to date and practice evidence based medicine
- Demonstrate putting patients first
- Demonstrate honesty, integrity and timeliness (punctuality and task completion)
- Maintain confidentiality, patient autonomy, take appropriate consent and do no harm
- Consult with colleagues and refer as necessary
- Demonstrate effective teaching skills
- Exhibit advocacy for patients, practice (service/ department), profession (discipline/specialty) and population-based problems related to the specialty
- Participate in clinical governance and clinical audit
- Demonstrate research, and the use of research in improving clinical practice
- Maintain the highest standards of practice
- Demonstrate conflict resolution, management skills and leadership

The College has developed following competency framework for its program;



GOALS

- Receive adequate training in all aspects of histopathology, including gross description and dissection of specimens, diagnoses and reporting.
- Receive adequate training in gynaecological, fine needle and exfoliative cytology.
- Have adequate knowledge and skill of molecular biology/ cytogenetic techniques, with their application in "Surgical Pathology" practice
- Receive exposure to autopsy techniques and perform it where possible.
- Have adequate knowledge and skill of molecular biology/ cytogenetic techniques, with their application in "Histopathology" practice
- Receive training in research methods and pursue their own research project which should lead to publications and/or dissertation.
- Receive training in laboratory management and Quality Control (Internal and External).
- Understand the importance of laboratory audit and be able to audit their department and other departmental activities.

OUTCOMES

At the end of the training for FCPS Part-II in histopathology the trainee shall be able to:

- Comprehensively examine biopsy material by using conventional and ancillary techniques and report tissue diagnoses to the referring physician.
- Perform prognostic and predictive markers and advise the physicians for the most appropriate personalized management.
- Provide intraoperative (Frozen Section) diagnoses enabling surgeons to make critical decisions in management and further course of action.
- Organize and manage "Surgical Pathology and Cytology" service adequately.
- Undertake research and publish findings.
- Recognize the role of team work and function as an effective member/leader of the team.
- Train technical staff and other junior members of the team.

For objectives related to 1st & 2nd year of training; refer to booklet "Intermediate Module in Pathology"

THIRD YEAR GOALS

- Gain further experience in order to be able to deal independently with the cases.
- Complete the dissertation by the end of 3rd year
- Report full range of routine surgical and frozen section specimens
- Deal appropriately with specialty specimens.
- Decide which special staining technique or immuno histochemical investigation to be carried out on problem cases
- Identify cases that need referral for an expert opinion
- Develop further expertise in cytopathology to be able to Deal competently with most cytology specimens received in the department.

FOURTH YEAR GOALS

- Gain comprehensive & indepth experience in surgical pathology, cytology & immunohistochemical applications.
- Frozen sections, molecular genetics and flow cytometry.
- Proceed with preparation and confidence, for FCPS-II examination.
- Report full range of surgical pathology cases including heamatolymphoid, bone and soft tissue, neuropathology and skin.
- Use ancillary techniques including molecular genetic testing in an appropriate and judicious way.
- Handle all types of large specimens as per international guidelines
- Be updated about WHO classification and diagnostic criteria of neoplasms of all organ systems.
- Report all kinds of cytology specimens including "cervical (PAP) smears", "effusions & fluids" and fine needle aspirates.
- Critically evaluate and communicate frozen section reports.
- Be well acquainted with quality control(internal & external) and validation procedures.

OTHER ACTIVITIES

The trainee should have opportunities, to attend recognized courses / workshops on general histopathology, or cytopathology and other specialty areas.

In addition trainees shall attend tumor boards and clinicopathological conferences and where possible display and discuss pathological findings with clinicians.

ASSESSMENT

ELIGIBILITY REQUIREMENTS FOR FCPS PART-II EXAMINATION

- The eligibility requirements for candidates appearing in FCPS Part II examination are:
- To have passed FCPS Part-I in Pathology, or been granted official exemption.
- To have undertaken four years of the specified training in Histopathology all of which should be after passing FCPS Part-I in an institution approved by the CPSP.
- Passed IMM examination in Pathology
- Completion of entries in e-logbook along with validation by the supervisor
- To provide a certificate of approval of dissertation or acceptance of two research papers for publication in CPSP approved journals .
- To provide a certificate of attendance of mandatory workshops.

EXAMINATION SCHEDULE

- The Fellowship theory examination will be held twice a year.
- Theory examinations are held in various cities of the country usually at Abbottabad, Bahawalpur, Faisalabad, Hyderabad, Islamabad, Karachi, Larkana, Lahore, Multan, Peshawar, Quetta and Rawalpindi, centres. The College shall decide where to hold oral/practical examination depending on the number of candidates in a city and shall inform the candidates accordingly.
- English shall be the medium of examination for the theory/practical/ clinical and viva examinations.
- The College will notify of any change in the centres, the dates and format of the examination.
- A competent authority appointed by the College has the power to debar any candidate from any examination if it is satisfied that such a candidate is not a fit person to take the College examination because of using unfair means in the examination, misconduct or other disciplinary reasons.

- Each successful candidate in the Fellowship examination shall be entitled to the award of a College Diploma after being elected by the College Council and payment of registration fees and other dues.

EXAMINATION FEES

- Fees deposited for a particular examination shall not be carried over to the next examination in case of withdrawal/absence/exclusion.
- Applications along with the prescribed examination fees and required documents must be submitted by the last date notified for this purpose before each examination.
- The details of examination fee and fees for change of centre, subject, etc. shall be notified before each examination.

REFUND OF FEES

1. If, after submitting an application for examination, a candidate decides not to appear, a written request for a refund must be submitted before the last date for withdrawal with the receipt of applications. In such cases a refund is admissible to the extent of 75% of fee only. No request for refund will be accepted after the closing date for receipt of applications.
2. Fee deposited for a particular examination shall not be carried over to the next examination in case of withdrawal / absence/exclusion.
3. If an application is rejected by the CPSP, 75% of the examination fee will be refunded, the remaining 25% being retained as a processing charge. No refund will be made for fee paid for any other reason, e.g. late fee, change of centre/subject fee, etc.

FORMAT OF EXAMINATIONS

- Every candidate vying for the Fellowship of the College of Physicians and Surgeons Pakistan must pass both parts of the Fellowship examination unless exemption is approved. The College in it's endeavor to improve and upgrade it's examination system and make it more fair and candidates friendly will be introducing Short Essay Questions in the near future. However any such changes will be made after notifying candidates well in advance.

Two papers each of 3 hours duration:

Theory Examination:

Paper- I 10 Short Answer Questions (SAQs) 3hours

Paper- II 10 Short Answer Questions (SAQs) 3hours

Only those candidates who qualifying in theory will be called for Practical examination. Detailed instructions will be sent out to all candidates who pass the theory exam regarding the date and particulars of the practical exam.

PRACTICAL EXAMINATION

Comprises of four components which are assessed on different days as shown in the table given below:

COMPONENTS		TIME ALLOWED
DAY-1 Component – I (Part 1) Component –I (Part 2)	Surgical Pathology cases (30) Immuno histochemistry cases (5)	210 minutes (7 minutes/case) 50 minutes (10 minutes/case)
DAY-2 Components – II Components – III (TOAPS I*)	Cytology cases (12) *TOAPS will consist of Macroscopic Pathology (Gross cut Each case review up/high quality images of actual resection) 5 cases followed by structured viva on each case (OSPE)	120 minutes (10 minutes/case) 50 minutes (10 stations of 5 mins each) Each case review 5 mins followed by 5 mins interaction with examiner
DAY-3 Component –IV (TOAPS II**)	**TOAPS will consist of Frozen Sections Slides (5) & Structured Viva on each case	50 minutes (10 stations of 5 mins each) Each case review 5 mins followed by 5 mins interaction with examiner

TOAPS- TASK ORIENTED ASSESSMENT OF PRACTICAL SKILLS

Note:

The candidate is required to fill a self explanatory 'feedback proforma at the end of the examination. This will help the College in making future examination more candidate friendly.

**THE COLLEGE RESERVES THE RIGHT TO ALTER/AMEND ANY
RULES/REGULATIONS**

Any decision taken by the College on the interpretation of these regulations will be binding on the applicant.

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FCPS HISTOPATHOLOGY
IMM (HISTOPATHOLOGY-SPECIFIC)
& POST-IMM TRAINING (R2 to R4)

**Guidelines for
Formative Assessment**

FORMATIVE ASSESSMENT

College of Physicians and Surgeons Pakistan, in order to implement competency based education in letter and spirit, is introducing Work Placed Based Assessment (WPBA) in addition to institutional/ departmental assessments. To begin with college is introducing Case Based discussion (CBD), Direct Observation of Procedural Skills (DOPS) and Evaluation of Clinical Event (ECE) to ensure that the graduates are fully equipped with the clinical competencies.

- ECE is a tool used for assessing the resident fellow in the performance of their duties in complex tasks, often involving team working or interacting with other professional staff, while, CBD is intended to test resident's higher order thinking & synthesis as it allows assessors to explore deeper understanding of how trainees compile, prioritize & apply knowledge. Meanwhile, DOPS is utilized to assess resident's performance on short procedures that have a maximum duration of 15-20 minutes
- Workplace-Based Assessment (WPBA) tools are entirely formative and should be accompanied by constructive feedback.
- Each Case Based discussion (CBD), Direct Observation of Procedural Skills (DOPS), or Evaluation of Clinical Event (ECE) encounter lasts approximately 20 minutes, with an additional 5 minutes allocated for feedback and further action planning.
- All of the topics/areas/procedures prescribed are to be covered during the WPBA sessions. The minimum requirement of the encounters per year is specified in a table form below.
- The resident has the onus to report to the parent supervisor when they are prepared to appear for either CBD, DOPS or ECE session.
- The parent supervisor is responsible for arranging WPBA sessions and may conduct the assessment themselves or delegate it to another competent faculty member or assessor within the department.
- Direct observation of the encounter by the assessor is a must, followed immediately by specific and constructive feedback to the resident.
- The prescribed assessment forms (sample provided below) are available on the e-portals of both the parent supervisors and the residents. If the parent supervisor conducts the assessment, they are responsible for completing the form and making digital entries via their e-portal. Digital entries can be made directly via a mobile phone or other digital device without the need to first fill out a hard copy. If the assessment is conducted by another assessor, the resident must retrieve the online form from their e-portal and provide it to the assessor. After completing the assessment, the assessor will coordinate with the parent supervisor and hand over the filled form for digital entry.
- Once the parent supervisor has entered the assessment details, the resident must provide their reflection and indicate their satisfaction with the encounter through their e-portal.
- Entries from both the supervisor and the resident are saved in the e-portal database and are visible to both parties.
- In case of unsatisfactory performance of the resident on any of the prescribed WPBAs, a remedial has to be completed within the stipulated time frame.
- Non-compliance by the resident has to be reported in the quarterly feedback.

Minimum number of WPBA encounters required to be completed

	IMM Pathology (Histopathology-specific training)	Post-IMM	
	2 nd Year	3 rd Year	4 th Year
CBD	Atleast 4	Atleast 3	Atleast 3
DOPS	Atleast 4	Atleast 3	Atleast 3
ECE	-	Atleast 3	Atleast 3

CASE-BASED DISCUSSION (CBD)

Topics' List for CBD

- Specimen Cutup
- Report writing of Biopsy
 - Routine Report Writing
 - Complex cases with Ancillary Studies
 - Synoptic Reporting
- Histopathology Case Assessment
- Cytopathology Case Assessment/ Report Writing.
- Frozen Section
- Discussion of Case Involving Divergent Diagnostic Opinions



CASE BASED DISCUSSION (CBD)

Specialty: _____

Time Duration = 20 mins (15 mins assessment and 5 mins feedback)

PLEASE COMPLETE THE QUESTIONNAIRE BY FILLING/CHECKING APPROPRIATE BOXES

Assessor: _____ Assessment Date: _____

Resident's Name: _____

Hospital Name: _____ R&RC Number: _____

Year of Residency: R1 R2 R3 R4

Quarter: 1st 2nd 3rd 4th

Complexity of Case/ Procedure: Low/Easy Moderate/Average High/Difficult N/A

Focus of Assessment:

Specimen Cutup

Report writing of biopsy:

- Routine report writing
- Complex cases with ancillary Studies
- Synoptic reporting

Histopathology Case Assessment

Cytopathology case assessment/ Report writing.

Frozen section

Discussion of case involving divergent diagnostic opinions

Other: _____

Please grade the following areas on the given scale:	Not Observed/ Applicable	Below Expectations		Satisfactory 3	Above Expectatio 4	Excellent 5
		1	2			
Understands theory of encounter/event						
Applies Clinical/Pathological knowledge appropriately						
Applies established procedures (SOPs or guidelines)						
Demonstrates appropriate communication skills (verbal and written)						
Maintains a patient focus and delivers patient centered care (e.g. respect for patient dignity, consent, confidentiality, turnaround times)						
Professionalism (including consideration of professional issues like record keeping, consultation with colleagues, linkage of department to other)						
Seeks help where appropriate						
Advice to clinical users						
Overall competence						

Assessor's Satisfaction with CBD:

(Low) 1 2 3 4 5 (High)

Resident's Satisfaction with CBD:

(Low) 1 2 3 4 5 (High)

Strengths	Suggestions for Improvement

Encounter to be repeated YES NO

Signature of Assessor

Signature of Resident

DIRECT OBSERVATION OF PROCEDURAL SKILLS (DOPS)

Topics' List for DOPS

- Specimen Cutup (Grossing)
- Setup and use of Microscopy
- Systemic Assessment of Cytology/Biopsy
- Use of Camera & Specimen Photography
- Taking a Fine Needle Aspirate
- Reporting Procedure
- Handling & Reporting of Frozen Section



DIRECT OBSERVATION OF PROCEDURAL SKILLS (DOPS)

Specialty: _____

Time Duration = 20 mins (15 mins assessment and 5 mins feedback)

PLEASE COMPLETE THE QUESTIONNAIRE BY FILLING/CHECKING APPROPRIATE BOXES

Assessor: _____ Assessment Date: _____

Resident's Name: _____

Hospital Name: _____ R&RC Number: _____

Year of Residency: R1 R2 R3 R4

Quarter: 1st 2nd 3rd 4th

Setting: Other _____

Tick the category of case for assessment:

Specimen cutup (grossing) Setup and use of Microscopy Systemic assessment of cytology/ biopsy

Use of camera & specimen photography Taking a fine needle aspirate

Reporting procedure Handling & reporting of frozen section

Complexity of Case/ Procedure: Low/Easy Moderate/Average High/Difficult N/A

Number of times procedure performed by Resident: _____

Please grade the following areas on the given scale:	Not Observed / Applicable	Below Expectation		Satisfactory	Above Expectation	Excellent
		1	2	3	4	5
Understands basic principles of procedure						
Demonstrates appropriate pre-procedure preparation						
Ensures patient safety (identification checks, adheres to SOPs)						
Complies with health and safety requirements (e.g. Assessment of risk, use of PPE, aseptic techniques where appropriate)						
Technical ability and correct use of equipment						
Communication skills (written and/or verbal)						
Professionalism (including consideration of patient focus and professional issues like respect for patient dignity and consent, compliance with human tissue act)						
Seeks help where appropriate						
Overall ability to perform procedure						

Assessor's Satisfaction with DOPS:

(Low) 1 2 3 4 5 (High)

Resident's Satisfaction with DOPS:

(Low) 1 2 3 4 5 (High)

Strengths	Suggestions for Improvement

Encounter to be repeated YES NO

Signature of Assessor

Signature of Resident

EVALUATION OF CLINICAL EVENT (ECE)

Topics' List for ECE

- Case presentation of Histopathology/ Cytopathology
- Handling a patient safety event (eg. Specimen misidentification/ Lost specimen)
- Class presentation
- Case presentation at CPC
- Referring a case for specialist opinion
- Presenting audit findings and leading discussion on the actions required
- Participation in MDTs/ CPC
- Paper / poster presentation in conference
- Observation of trainee led teaching event



EVALUATION OF CLINICAL EVENT (ECE)

Specialty: _____

Time Duration = 20 mins (15 mins assessment and 5 mins feedback)

PLEASE COMPLETE THE QUESTIONNAIRE BY FILLING/CHECKING APPROPRIATE BOXES

Assessor: _____ Assessment Date: _____

Resident's Name: _____

Hospital Name: _____ R&RC Number: _____

Year of Residency: R3 R4

Quarter: 1st 2nd 3rd 4th

Setting: Ward Outdoor (Hospital/Community) Others: _____

Diagnosis of Patient: _____ Patient Age: _____ Sex: _____

Clinical Area: _____

Complexity of Case/ Procedure: Low/Easy Moderate/Average High/Difficult N/A

Focus of Clinical Encounters:

- Case presentation of Histopathology/ Cytopathology
- Handling a patient safety event (eg. Specimen misidentification/ Lost specimen)
- Class presentation Case presentation at CPC Referring a case for specialist opinion
- Presenting audit findings and leading discussion on the actions required Participation in MDTs/ CPC
- Paper / poster presentation in conference Observation of trainee led teaching event Other: _____

Please grade the following areas on the given scale:	Not Observed / Applicable	Below Expectations		Satisfactory	Above Expectation	Excellent
		1	2	3	4	5
Clarity and coherence of contents						
Thoroughness of presentation						
Effective use of facts and details						
Follows established procedure for patient safety (SOPs, guidelines)						
Lack of grammatical errors						
Effective use of images						
Involvement with the learners/ audience						
Communication skills						
Professionalism						
Considers professional issues (record keeping, consultation with colleagues linkage of department to others)						

Assessor's Satisfaction with ECE:

(Low) 1 2 3 4 5 (High)

Resident's Satisfaction with ECE:

(Low) 1 2 3 4 5 (High)

Strengths	Suggestions for Improvements

Encounter to be repeated YES NO

Signature