Institute of Biomedical Science

TRAINING LOGBOOK

for

ADVANCED SPECIALIST DIPLOMA

in

OPHTHALMIC PATHOLOGY

ISSUED TO:

The Royal College of Pathologists

Pathology: the science behind the cure

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Please note the following:

1. On a case-by-case basis, the quality assurance of the dissection and reporting of tissue specimens performed by biomedical scientists, who hold the Advanced Specialist Diploma in Ophthalmic Pathology remains the responsibility of the supervising consultant pathologist

2. This candidate guidance must be read in conjunction with the other supporting documents pertinent to this diploma:
   - Principles of Good Practice for Biomedical Scientist involvement in Histopathological Dissection
   - Guidance to Candidates and Trainers for the IBMS Advanced Specialist Diploma Ophthalmic Pathology

As with all other pathology/healthcare qualifications, the successful completion of the training does not confer automatic eligibility to practice; the eligibility and the scope of practice of an individual remains the decision and responsibility of the employing Trust and the medical head of department alongside the individual holding and meeting the terms of HCPC registration. While the examination board runs and oversees this qualification, it is the responsibility of the employing department to determine the actual scope of practice of these individuals, and the extent of their role and responsibilities within their employing organisation.

An individual may dissect and report wider range of specimens than those specified within this logbook with the agreement of their employer, if they have proven their competency to do so but the written, practical microscopy and viva voce examinations will only cover those specimens stated within this logbook. Once an individual has successfully qualified their practice is beyond the jurisdiction of the College or the IBMS and would be a matter for each individual employing authority, organisation or Trust as is the case with all FRCPath and indeed all medical disciplines.

There is no barrier to the expansion of the scope of practice of a reporting scientist in response to service need. This would need to be agreed at a local level through appropriate governance arrangements, including being supported by full reporting competence assessment demonstrating reporting competence in the relevant areas by those doing the reporting, as is the case in all fields of medicine. How those competencies are demonstrated is also beyond the jurisdiction of RCPath/IBMS and at the discretion of the employing department, but any such process would need to be demonstrable, robust and able to hold up to scrutiny by external organisations such as United Kingdom Accreditation Service (UKAS), Care Quality Commission (CQC) and Health & Care Professions Council (HCPC).

INTRODUCTION

The Institute's Advanced Specialist Diploma in Ophthalmic pathology provides evidence of the attainment of both the necessary scientific and clinical knowledge underpinning the practice of ophthalmic pathology, with the practical competence required to accurately dissect all ophthalmic specimens whether benign or malignant and to allow histological reporting of corneal, non-neoplastic eviscerations and enucleations and biopsy proven basal cell carcinoma eyelid excisions. Possession of this Diploma will enable you to apply for an appropriate post.

AIMS

1. To develop the professional knowledge and skills of candidates to a high level of professional practice.

2. To enable successful candidates to undertake a role that involves the description, dissection and block sampling of specified ophthalmic pathology specimens along with limited histological reporting as described above.

3. To enable successful candidates to offer expert professional advice on ophthalmic pathology specimen dissection and reporting.

4. To enable successful candidates to participate in the training of biomedical scientists and specialist medical staff in ophthalmic pathology.

LEARNING OUTCOMES

Individuals awarded the Advanced Specialist Diploma in Ophthalmic Pathology will be able to:

1. Demonstrate expert professional skills and advanced knowledge beyond those required of scientists in histopathology working at the level of the Diploma of Expert Practice in Histological Dissection.

2. Demonstrate detailed understanding of the normal, physiological and pathological processes associated with the ophthalmic system.

3. Use highly specialised knowledge and skills to describe and dissect the ophthalmic pathology specimens specified in the training logbook received in the histopathology laboratory.

4. Independently prepare, critically evaluate and interpret the ophthalmic pathology samples specified in the training logbook, to initiate further investigations/tests or issue appropriate reports.

5. Evaluate, reflect and comment on previous or current clinical/pathological findings as an integral part of case management.

6. Demonstrate the ability to operate autonomously within limits of their own competence, seeking advice from consultant level individuals and other colleagues as and when required.

7. Engage in critical dialogue and work collaboratively with other healthcare professionals to provide a high quality service.

8. Continue to develop their own area of practice by keeping up-to-date their professional knowledge and skills.

9. Participate in, organise and if appropriate lead multidisciplinary team (MDT) meetings.

10. Demonstrate the knowledge and skills to supervise and participate in the training of biomedical scientists and specialist trainee medical staff in ophthalmic pathology.

CONSULTANT PATHOLOGIST SUPERVISOR

A biomedical scientist undertaking training for the Advanced Specialist Diploma in Ophthalmic Pathology requires a named consultant pathologist supervisor. This is essential in ensuring that the biomedical scientist in training has the necessary support and exposure to material and training to enable the acquisition of these advanced skills, knowledge and, ultimately to apply them in advanced professional practice.

The named consultant pathologist supervisor must have a licence to practice issued by the GMC, be currently reporting ophthalmic pathology, meet the minimum RCPath CPD requirements and participate in the national ophthalmic pathology EQA Scheme. The consultant pathologist supervisor must:

1. Guide and direct the training process

2. Regularly review progress during the training period, which must include direct observation of practical skills, evidence of case reviews

3. Set agreed learning plans with candidate

4. Be able to arrange for the biomedical scientist to obtain training in all the required areas

5. Inspect the portfolio prior to submission to the Institute to ensure it meets the requirements specified in the guidance to candidates

6. Sign the declaration in the logbook to confirm that the candidate has undergone training, and in his/her opinion is competent and ready to sit the examination

The pathologist supervisor and the biomedical scientist in training should comply with relevant RCPath and IBMS guidelines and standards.

DELIVERY OF TRAINING

Training must be delivered in accordance with this IBMS/RCPath logbook for the Advanced Specialist Diploma Ophthalmic Pathology. Completion of training is evidenced by submission of the signed logbook and compilation of a portfolio that contains evidence of regular assessments of competence in handling ophthalmic pathology specimens by a named consultant pathologist supervisor. If the repertoire of the training laboratory is not comprehensive enough to allow exposure to the widest spectrum of ophthalmic pathology, it is considered good practice for biomedical scientists to visit other laboratories to share expertise and to learn different techniques.

The sub-speciality training component of this training programme is best served by participation in current specialist ophthalmic pathology and related activities, in close association with a consultant specialising in this area. The overall aim of the training programme is to develop advanced knowledge, attitudes, dissection and reporting skills in ophthalmic pathology. Training of biomedical scientists in ophthalmic pathology must not detract from the training of specialist trainee medical staff in these areas.

ONGOING ASSESSMENT OF COMPETENCE

In-house assessments of competence must be an interactive continuous process between the supervising pathologist and the biomedical scientist. Work-based assessments (WBAs) must include a minimum of six direct observation of practical skills (DOPs), three case-based discussions (CBDs) and three evaluation of clinical events (ECEs) and one multi-source feedback (MSF) which must be undertaken during the training period. Regular reviews of progress are essential for the setting of agreed learning plans and as part of an ongoing personal development plan.

COMPLETION OF TRAINING

Once the named consultant pathologist supervisor and the laboratory manager are satisfied that the training is complete, the candidate may contact the Institute for an examination application form. Progression to the examination for the Advanced Specialist Diploma in Ophthalmic Pathology is dependent upon the satisfactory assessment of the portfolio. Success in the written, viva voce and slide examinations will be recognised by the awarding of the Advanced Specialist Diploma in Ophthalmic Pathology.

RECORD OF TRAINING

Name		
Employment grade		
Institute membership number		
HCPC registration number		
Training Laboratory		
Address		
Telephone		
Email		
Named Overall Consultant Level Educational Supervisor		
Other Named Consultant Level Supervisor(s)		
Seconded Laboratory Name (if applicable)		
Duration of Training	**From:**	**To:**

DIAGNOSTIC TRAINING PROGRAMME

The employment of biomedical scientists in ophthalmic pathology dissection and diagnosis is at the discretion of the departmental ophthalmic pathologist and is dependent on local need and acceptability. The core elements of diagnostic training comprise:

KNOWLEDGE	SKILLS	ATTITUDES
Knows that a required knowledge base of corneal and eyeball anatomy will be acquired from a number of sources including: • Attending eye clinics • Reading selected ophthalmic pathology textbooks, journals and reference to websites. • Access to established and in-house teaching histology archives in ophthalmic pathology. • Attendance at clinico- pathological conferences and MDTs. • One-to-one teaching sessions with the ophthalmic pathologist when reporting cases.	Draws on the clinical information on the request form as the first step in the clinico-pathological correlation. Has the ability to detect a wide range of pathological changes in the cornea and phthisical eyes and to record these accurately and succinctly Exhibits a high level of interpretative skill and is able to compose a lucid and succinct histology report. Can draw upon differential diagnoses with the assistance of the supervising pathologist.	Fully appreciates one's own limitations in this arena and when to ask the consultant ophthalmic histopathologist for assistance. Understands that the clinico- pathological correlation is pivotal to an accurate diagnosis. Recognises the need for accuracy and timeliness when formulating histology reports. Recognises the necessity to record all diagnostic work for reference and submission in the training logbook.

CORE GENERIC KNOWLEDGE AND SKILLS

Generic knowledge and dissection skills must be evidenced before attempting the Advanced Specialist Diploma in Ophthalmic Pathology.

Subject	Knowledge	Performance Criteria
Introduction	Has a sound and thorough knowledge of the nature of the specimens received within the department Possesses an appropriate knowledge of ophthalmic pathology, sufficient to dissect such specimens.	Demonstrates the ability to solve problems regarding queries over specimens from a clinician, at the cut-up bench. Understands that the clinicopathological correlation is absolutely crucial in pathology in general and the impact that this has on patient management.
Clinical governance	Has a thorough knowledge and understanding of the definition and organisational framework of clinical governance.	Participates in all elements of clinical governance, maintains patient confidentiality, learns from complaints and errors and shares best practice
Training	Understands the training methods used to impart cut-up skills and appreciates the sequence of observation, direct supervision and indirect supervision	Applies the various training methods to the practical situation and demonstrates competence in sample selection.
Continuing Professional Development	Understands the need for Continuing Professional Development	Actively participates in learning opportunities including sessions spent in clinics, theatre, departmental multidisciplinary and ophthalmology teaching sessions and meetings. Maintains a personal development plan to set learning goals. Has an insight into own knowledge and skills limitations. Is able to learn from colleagues and accepts that appraisal and feedback are positive steps to setting learning targets for further improvement/personal development.
Standard Operating Procedures.	Understands that all aspects of laboratory work must be covered by individual, signed, indexed and dated SOPs. Knows that before commencing training it is mandatory that SOPs are in place to describe the departmental protocol for the dissection of tissues.	Can use departmental SOPs competently and has the ability to write, modify or add to them.

Risk	Has a good knowledge of risk management as applied to the laboratory setting and the utility of the risk management cycle which incorporates incident reporting Has specific knowledge of the following: Safety responsibilities of the employee as defined in each individual's job description. The universal precautions for handling specimens. Waste/human tissue disposal/retained organ regulations. The procedures for dealing with high-risk specimens. Specimen handling procedures for dissection. Procedure for mislabelled specimens. SOP risk assessment compliance The protocol for referring any specimen or specimen type outside their competence or remit to the consultant pathologist	Has a positive attitude to risk management by recognising that risk is a part of laboratory practice. Learns from mistakes and applies changes in order to minimise the risk of recurrence. Follows the departmental/trust risk and safety procedures.
Audit	Has a thorough knowledge of the audit cycle and internal and external quality assurance procedures as applied to laboratory practice	Can independently initiate an audit project. Appreciates that audit ensures that best practice is being carried out
Data security and confidentiality	Has knowledge of the Caldicott report and the Data Protection Act (2018) and how these are applied to laboratory practice.	Understands the need for patient confidentiality and applies this knowledge to the laboratory situation.

GENERAL PRINCIPLES OF OPHTHALMIC PATHOLOGY

The following are areas which the biomedical scientist in training must become familiar with:

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Has a knowledge and understanding of: How to describe the dissection accurately using standardised formats and terminology. How to mark margins and orientate specimens to allow accurate assessment. How to measure, weigh and describe specimens using standard terminology. The use of photography to help with orientation and teaching. The safe dissection of high-risk specimens. The importance of clinical history in determining block selection. Medical terminology and the importance of clinical history. The purpose of the RCPath minimum datasets. Is fully cognisant with the current National Specialist Ophthalmic Pathology Service (NSOPS) and local Ophthalmic Pathology Cut- up protocols. Knows the anatomical positions of the relevant ophthalmic structures.			

GENERAL PRINCIPLES continued

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Knows, understands and can give examples within ophthalmic pathology of: Acute inflammation Chronic inflammation Granulomatous inflammation Apoptosis Necrosis Tissue injury, including radiation injury Immune responses Autoimmune disease Wound healing and repair Scarring Infections, acute and chronic Thrombosis and coagulation Atherosclerosis			

GENERAL PRINCIPLES continued

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Knows, understands and can give examples within ophthalmic pathology of: Embolism Ischaemia and infarction Oedema Atrophy Hypoplasia Hyperplasia Metaplasia Neoplasia (benign and malignant) Premalignancy Malignancy Mechanisms of tumour spread, local and metastasis Tumour markers Common genetic conditions Common degenerative conditions			

PRINCIPLES OF OPHTHALMIC PATHOLOGY SPECIMEN DISSECTION

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Has the knowledge, skills and competence to be able to: Establish specimen orientation Correlate specimen features and orientation with radiology as appropriate Identify the resection margins Correlate the specimen features with MDT discussions as appropriate Incise the specimen Record the specimen and lesion measurements Recognise and orientate the organs and or tissues of the ophthalmic system. Dissect all specimen types within the ophthalmic pathology module, competently and safely. **Take appropriate blocks to determine**: • lesion(s) size, extent, location. • the distance from the lesion(s) to the resection margins. • margin involvement • possible nodal and vascular involvement. • the site of any previous biopsies			

INDIVIDUAL SPECIMEN TYPES

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Ophthalmic system • Eyelids ○ Punch biopsies. ○ Shave biopsies. ○ Skin ellipses. ○ Partial thickness resections and full thickness resections. • Conjunctiva ○ Incisional and excisional biopsies ○ Resections • Cornea ○ Incisional biopsies ○ Discs/buttons-full and partial thickness • Lacrimal sac ○ Excisional biopsies ○ Incisional biopsies			

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Ophthalmic system • Intraocular contents and ocular coats ○ Cytology specimens ○ Incisional and excisional biopsies ○ Evisceration ○ Enucleation • Orbit including lacrimal gland. ○ Incisional and excisional biopsies ○ Exenteration			

REPORTING COMPETENCIES

Competence	Date Started	Date Completed	Signature of Designated Supervisor
Cornea • Infectious / inflammatory • Dystrophic • Ectactic • Decompensation • Traumatic • Congenital abnormalities **Non-neoplastic Evisceration/Enucleation** • Congenital abnormalities • Traumatic • Inflammatory			

DECLARATIONS

I declare that I have satisfactorily completed all components of this training logbook, satisfying part of the requirements for the Advanced Specialist Diploma (ASD) in Ophthalmic Pathology of the Institute of Biomedical Science and the Royal College of Pathologists

Signed …… Date ……

I declare that …… has satisfactorily completed all components of this training logbook satisfying part of the requirements for the Advanced Specialist Diploma (ASD) in Ophthalmic Pathology of the Institute of Biomedical Science and the Royal College of Pathologists

Signed (consultant level supervisor) ……

Name ……

Date ……