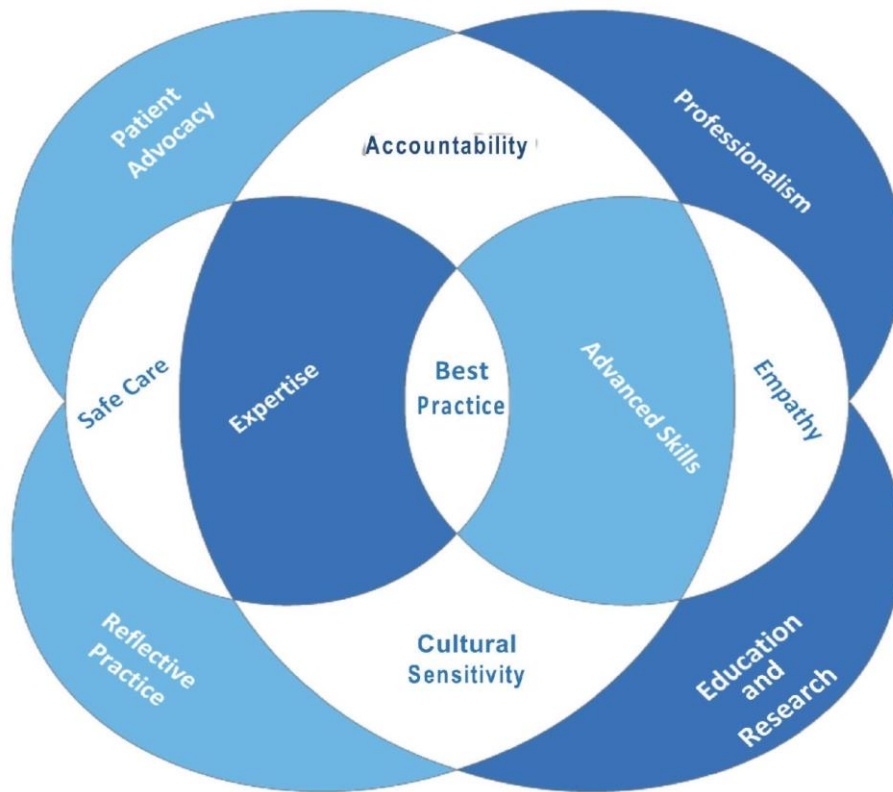


# ACPAN CLINICAL FELLOWSHIP



## Study guide for Candidate Clinical Fellows

# CLINICAL FELLOWSHIP

The ACPAN Clinical Fellowship program is designed for practicing peri-anaesthesia nurses who would like to demonstrate their advanced specialisation and emerge as clinical leaders in our field of healthcare. The program is suitable for Registered Nurses with a minimum of 2 years full-time (or equivalent part-time) anaesthetics and post-anaesthetic care (PACU) experience. All applications are assessed for eligibility into the ACPAN Clinical Fellowship by the ACPAN Education Council.

## Prerequisite

To be eligible for the ACPAN Clinical Fellowship Program **all** the following essential criteria must be met:

- Financial Membership of ACPAN
- Registered Nurse (Division 1), registered with AHPRA
- Credentialed to Level 1 anaesthesia and PACU
- Perianaesthesia post graduate qualification or equivalent as per ACPAN Level 2 Education Curriculum
- Minimum 1900 hours experience in Anaesthetics and 1900 hours experience in PACU
- Currently employed in the perianaesthesia environment (anaesthesia and/or PACU)

## Program

To successfully complete the clinical fellowship program, candidates are required to meet the following requirements:

- Obtain both Adult and Paediatric Advanced Life Support certification accredited by ACPAN
- Complete a PeriAnaesthesia Crisis Management course accredited by ACPAN
- Pass the ACPAN Oral Viva examination.

## Cost

Total cost of the ACPAN Clinical Fellowship program is \$1500 + GST. These costs include:

- ALS and PALS courses
- Perianaesthesia Crisis Management Course
- Oral Viva Examination fees
- 1 day of ACPAN National Conference attendance (includes academic gown use)
- Administration costs for program

Cost do NOT include travel, accommodation or other associated costs by undertaking the ACPAN Clinical Fellowship program.

## Application

The ACPAN Clinical Fellowship registration commences 1st January and closes 31st of March each calendar year. The Oral Viva examination occurs prior to ACPAN National Conference each year. Dates and location will be announced at ACPAN National Conference each year. ALS/ PALS and PCM dates will be published on the ACPAN website under events. Complete the application form which will require you to upload your CV and certificates. Don't forget to read to Clinical Fellowship Terms & Conditions on the ACPAN website.

## **1. PAEDIATRIC & ADULT ADVANCED LIFE SUPPORT**

As clinical leaders of the anaesthetic and post anaesthetic departments, fellows are required to undertake ACPAN accredited Adult and Paediatric Advanced Life support training. This applies irrespective of the predominant practice environment. Exemptions will not apply even if clinical practice is exclusively paediatric or exclusively adult.

ACPAN provides both ALS and PALS programs that fellowship candidates can enrol in as part of the ACPAN Clinical Fellowship Program. These courses will be provided to candidates through an ACPAN education provider and cost are included in Clinical Fellowship enrolment fee.

The program consists of theoretical lectures, skill stations and ALS team scenarios based on the 2016 Australian Resuscitation Council (ARC) guidelines. The ACPAN ALS/PALS Program covers:

- Priorities of care
- Basic Life Support algorithm and principles
- Advanced Life Support algorithm and principles
- Advanced airway management
- Cardiac Rhythm recognition
- Electrical therapy – defibrillation, synchronised cardioversion, external pacing
- ALS Pharmacology including intraosseous cannulation (where applicable)
- Post resuscitation care
- Team roles
- Legal and ethical issues

Both ALS and PALS skills and knowledge will be tested during a scenario. The assessors will rate your responses and skills on template marking sheets. A pass for both scenarios is necessary for completion of your Clinical Fellowship. If unsuccessful, you will be invited to attend one subsequent attempt with a different assessor.

## **2. PERIANAESTHESIA CRISIS MANAGEMENT (PCM)**

Crisis recognition and management is an important element of the fellow's clinical capability. ACPAN Clinical Fellowship will attend the ACPAN Perianaesthesia Crisis Management Course provided by ACPAN cost included in the Clinical Fellowship enrolment fee.

The program consists of theoretical lectures, skill stations and team scenarios. The ACPAN Perianaesthesia Crisis Management Course covers:

- Local Toxicity
- Difficult airway and Can't intubate, Can't Oxygenate
- Malignant Hyperthermia
- Massive Transfusion
- Anaphylaxis
- Cardiovascular incidences

During the PCM course multiple choice questions will be asked. The questions relate directly to the content presented. An 80% success score should be obtained to pass the PCM program.

### **3. ORAL VIVA EXAMINATION**

Key to successful performance in all assessments is understanding what is expected of you. Knowing what to expect on the day of the oral viva is an important part of the assessment preparation that you should not overlook.

Candidates will be sent an example of a case, so they have an impression about the questions to expect during the assessment. Critical thinking is the essential competence and will be tested extensively. One hour is allocated for each viva.

You will be assigned an assessment time, and you should present 15 minutes before this time to register and settle into the waiting room environment. You will need current photo ID such as your driver's licence or passport.

Prior to the Oral Viva exam, candidates will be given a pen and a pad and allowed 10 minutes to read their cases and make notes in preparation for the oral viva. At the conclusion of the ten minutes, candidates will be called into the viva room for the oral viva examination. All personal items have to be stored away in a closed bag during the assessment.

The following qualities are assessed:

- Clinical judgment
- The application of the principles of acceptable and safe anaesthetic practice
- Prioritisation
- Interpretation of complex clinical situations
- An ability to make decisions based on a changing clinical situation
- Anticipation of clinical actions and their sequelae
- Effective communication

Your responses will be marked independently as per marking sheet. After the oral viva the assessors will thank you and ask you to return to the waiting area. An 80% pass for the Oral Viva is essential to obtain the Clinical Fellowship. Your answers will determine the merit of your viva responses and the outcome: successful or unsuccessful. If unsuccessful, a second attempt is offered.

### **4. ROLES**

#### **Assessors**

The assessors are credentialed by the ACPAN board on advice of the Standard Council and Education Council. Credentialing criteria are:

- ACPAN Clinical Fellow.
- Minimal 5 years' experience in anaesthesia, PACU or critical care.
- Experience in performing assessments in perianaesthesia care (portfolio).
- Experience in giving feedback at minimal a team leader, clinical nurse or clinical facilitator level (portfolio).

Each Oral Viva will be done with 2 assessors. The assessors should complement each other in such a manner that knowledge is covered over the whole perianaesthesia domain.

#### **Chief Examiner**

The Chief Examiner oversees the organisation and coordination of the Oral Viva of the Clinical Fellowship exam. This includes informing, coaching and instructing assessors. The Chief Examiner also makes the final decision regarding pass/fail Oral Viva.

## **Fellowship Coordinator**

The Fellowship Coordinator acts as a contact person for ACPAN Clinical and Professional Fellows.

## **5. CLINICAL FELLOWSHIP RE-CREDENTIALING**

To be eligible for re-credentialing after 3 years of obtaining your Clinical Fellowship degree, you must comply with a few criteria. Evidence of this can be uploaded to the ACPAN website. Without timely uploading of the required evidence, your Clinical Fellowship title will be no longer valid. The re-credentialing process costs \$75.

Re-credentialing criteria:

- ACPAN experience statement (min 270h / 3 years).
- 15 CPD points in perianaesthesia.
- ALS and PALS 3 yearly.
- Perianaesthesia crisis management.
- Anaesthesia & PACU ACPAN level 1 online exam (>90% pass).

## **6. ACPAN CLINICAL FELLOWSHIP PROGRAM TERMS & CONDITIONS**

The ACPAN Clinical Fellowship registration commences 1st January and closes 31st of March each calendar year. Perianaesthesia Crisis Management Course and Oral Viva examinations occur prior to ACPAN National Conference each year. Dates and location for will be announced at ACPAN National Conference each year. ALS/ PALS dates will be published on the ACPAN website under events.

### **Correspondence**

All correspondence regarding the ACPAN Clinical Fellowship program must be sent to the ACPAN Fellowship Coordinator email [fellowship@acpan.edu.au](mailto:fellowship@acpan.edu.au) with your ACPAN membership details.

### **Fee payment schedule**

Total cost of the ACPAN Clinical Fellowship program is \$1500 + GST. This cost includes:

- ALS and PALS courses;
- Perianaesthesia Crisis Management Course;
- Oral Viva Examination fees;
- 1 day of ACPAN National Conference attendance (includes academic gown use); and
- Administration costs for program.

This cost does NOT include travel, accommodation or other associated costs by undertaking the ACPAN Clinical Fellowship program.

Payment of the fee is scheduled as below:

- On acceptance into the ACPAN Clinical Fellowship program \$500 + GST is due within 7 days of invoice.
- All remaining payments must be finalised by 31st March on the year of registration.

### **Late payment of fees**

Failure to make the scheduled fee payments as outlined above (within 7 days of the due date) will result in cancellation of fellowship candidature and forfeiture of all fees paid.

## **Application for extension of fee payment date**

Application for extension of fee payment date must be arranged, in writing, with the ACPAN Clinical Fellowship Coordinator at least seven (7) days prior to the fees falling due. Extensions will not be granted for acceptance into the program.

Payment extensions – an administration fee of \$50 + GST will be applied.

## **Cancellations/request to transfer**

Any cancellation or request to transfer should be made directly to [fellowship@acpan.edu.au](mailto:fellowship@acpan.edu.au).

### **Option 1:**

Cancellation may be made at *any time prior* to the 30th April in the fellowship year. A \$75 + GST administration fee will be deducted from any fees paid. If ALS/ PALS has been undertaken prior to the 30th April in the fellowship year, the fees for fellowship will not be refundable.

### **Option 2:**

The Fellowship candidate may request to transfer to the next Fellowship year at no fee (fees already paid will not be refunded but transferred to the following Fellowship year). If fees have increased, the difference in price will be due and payable. ACPAN Clinical Fellowship cannot be extended beyond a two-year timeframe.

## **Non-attendance to ACPAN Clinical Fellowship components**

Non-attendance to any ACPAN Clinical Fellowship components, without prior approval by the Clinical Fellowship Coordinator, will result in forfeiture of all fees paid and cancellation of Clinical Fellowship candidature. Permission for non-attendance must be sought at least 10 working days prior to the event from the ACPAN Clinical Fellowship Coordinator: [fellowship@acpan.edu.au](mailto:fellowship@acpan.edu.au)

## **7. ACPAN CLINICAL FELLOWSHIP EXAM REGULATIONS**

In this chapter further information will be given about the procedures after failing one of the components of the Clinical Fellowship program.

### **7.1. Assessment principles and guidelines**

- All assessment items are mapped against the Education Curriculum.
- Assessment should assist individuals to build their capacity to:
  - Provide safe and competent nursing care.
  - Maintain currency of knowledge and practice, through the use of lifelong learning skills.
- The pass mark for any assessment item should be 80% except for competency assessment where a pass or fail grade would apply.
- Assessment must provide a strong feedback loop to RNs.
- Assessment items should be thorough, unambiguous and reflect the learning objectives of the course of study.
- Marking criteria for assessment items must be developed at the time of developing an assessment item. The criteria must provide concrete guidance for both students and assessors.
- A thorough moderation process must be conducted to ensure inter-rater reliability. This would include a meeting prior to the marking of assessment items to orientate assessors and clarify expectations, a further meeting as marking progresses to clarify any issues and ensure consistency and a final meeting to compare

## **7.2. Program evaluation**

Program evaluation is an essential quality assurance mechanism to ensure ongoing integrity of curriculum content, design and implementation. Evaluation is essential to determine program value, worth and suitability. The Clinical fellowship program will be evaluated from a ACPAN perspective and each component will be evaluated by the candidates and assessors.

## **7.3. (Paediatric) Advanced Life Support**

### **Failed first attempt**

If unsuccessful with the multiple-choice exam, you cannot continue with the scenario and you must re-sit the complete program.

If unsuccessful for the scenario, you will be invited to attend one subsequent attempt with a different assessor. After the second attempt, the assessors involved in the first and second attempt will discuss their findings and make a final decision.

### **Failed second attempt**

If the second attempt is unsuccessful, you must re-sit the complete program. You will be unable to do the Oral Viva unless you are successful for ALS and PALS. See also Terms & Conditions, request for transfer.

## **7.4. Perianaesthesia Crisis Management**

### **Failed first attempt**

If unsuccessful with the multiple-choice questions, you will be invited to attend another PCM program or an oral exam on the same day. This oral exam will discuss similar questions and is done in the presence of two assessors. An 80% pass rate applies to this oral exam.

### **Failed second attempt**

If the second attempt is unsuccessful, you must re-sit the PCM program. You will be unable to do the Oral Viva unless you have successfully completed PCM. See also Terms & Conditions, request for transfer.

## **7.5. Oral Viva**

The candidate Clinical fellow has the right to ask for feedback after completion of the Oral Viva. The candidate must do this at the end of the Oral Viva or the latest when the assessors give the result of the Oral Viva.

After each Oral Viva, the following points will be evaluated by the assessors:

- What did each assessor score on the template marking sheet?
- Is there consensus about the result?
- Where can we help the candidate when feedback is asked?
- What is the advice for the Chief Examiner?

### **Failed first attempt**

- If unsuccessful, you will be invited to attend one subsequent attempt with different assessors in which the entire process will be repeated.
- If a candidate clinical fellow fails the first attempt of the Oral Viva, the Chief Examiner will select the assessors for the second attempt.
- After a second attempt, the Chief Examiner will ask feedback from the candidate Clinical Fellow and advise from the assessors.
- After consulting the assessors and the candidate Clinical Fellow, the Chief Examiner will then take the final and irrevocable decision with regards to pass/fail Oral Viva.
- The chief examiner will advise the candidate of the outcome.

**Failed second attempt**

- If unsuccessful, the Chief Examiner invites you to discuss the feedback from the assessors.
- The Chief Examiner discusses the option with the Chair of the ACPAN Education Council. Possible options are:
  - Re-sit the Oral Viva Oral Viva next year (\$400, this includes one day conference).
  - Defer for more than one year: Re-sit the complete Clinical Fellowship program (Oral Viva, ALS, PALS and PCM). Full fee as per Clinical Fellowship program applies.

**8. MARKING TEMPLATE ORAL VIVA**

*UNDER DEVELOPMENT, EXPECTED IN JUNE 2019*