

**INFORMATION TECHNOLOGY,
CLINICAL GOVERNANCE AND RESEARCH**

Module 3 : Information Technology, Clinical Governance and Research

Learning outcomes:

- To understand and demonstrate appropriate knowledge, skills and attitudes in the use and management of health information.
- To have an understanding of the context, meaning and implementation of clinical standards and governance.
- To know and understand the audit cycle and to have knowledge of research methodology.

	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
USE OF INFORMATION TECHNOLOGY				
<ul style="list-style-type: none"> ■ Understand the principles of storage, retrieval, analysis and presentation of data ■ Understand the effective use of computing systems ■ Understand the range of uses of clinical data and its effective interpretation ■ Be aware of the confidentiality issues 	<ul style="list-style-type: none"> ■ Retrieve and use data recorded in clinical systems ■ Demonstrate appropriate use of IT for patient care and for personal development ■ Demonstrate competent use of databases, word processing techniques, statistics programmes and electronic mail ■ Undertake searches and access web sites, and health-related databases ■ Present data in an understandable manner 	<ul style="list-style-type: none"> ■ Demonstrate the ability to apply IT solutions in the management of patients ■ Adopt a proactive and enquiring attitude to new technology 	<ul style="list-style-type: none"> ■ IT courses ■ StratOG.net: The Obstetrician and Gynaecologist as a Teacher and Researcher. Data handling, Research and Assessing evidence e-tutorials 	
CLINICAL GOVERNANCE: AUDIT				
<ul style="list-style-type: none"> ■ Understand the audit cycle ■ Understand clinical effectiveness: <ul style="list-style-type: none"> ■ Principles of evidence-based practice ■ Types of clinical trial and evidence classification ■ Grades of recommendation ■ Understand guidelines and integrated care pathways: <ul style="list-style-type: none"> ■ Formulation ■ Advantages and disadvantages 	<ul style="list-style-type: none"> ■ Perform an audit exercise: <ul style="list-style-type: none"> ■ Define standard ■ Prepare project ■ Collate data ■ Formulate policy ■ Repeat audit cycle; perform clinical audit: <ul style="list-style-type: none"> ■ Define standard based on evidence ■ Prepare project and collate data ■ Re-audit and close audit loop ■ Formulate policy ■ Develop and implement a clinical guideline: <ul style="list-style-type: none"> ■ Purpose and scope ■ Identify and classify evidence ■ Formulate recommendations ■ Identify auditable standards 	<ul style="list-style-type: none"> ■ Show how the use of audit can improve clinical practice 	<ul style="list-style-type: none"> ■ Understanding Audit (RCOG; October 2003) ■ Principles for best practice in audit (NICE) ■ Ability to perform a clinical audit ■ Ability to develop and implement a clinical guideline ■ StratOG.net: The Obstetrician and Gynaecologist as a Professional. Clinical governance e-tutorial 	<ul style="list-style-type: none"> ■ Presentation at audit meeting ■ Logbook ■ MRCOG Part 2 ■ EXIT EXAMINATION

Knowledge criteria	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
CLINICAL GOVERNANCE: CLINICAL STANDARDS				
<ul style="list-style-type: none"> ■ Understand the definitions and relevance of levels of evidence ■ Understand the development and application of clinical guidelines, integrated care pathways and protocols ■ Understand the organisational framework for clinical governance at local, regional and national levels ■ Understand standards, e.g. NSF, NICE, RCOG guideline 	<ul style="list-style-type: none"> ■ Review evidence ■ Evaluate guidelines ■ Prepare a protocol ■ Critically appraise publications and evaluate multicentre trials ■ Critically evaluate a care pathway 	<ul style="list-style-type: none"> ■ Have the skills to be able to discuss the relevance of evidence in the clinical situation ■ Acknowledge and show regard for individual patient needs when using guidelines ■ Be aware of advantages and disadvantages of guidelines and protocols, and use them appropriately 	<ul style="list-style-type: none"> ■ Searching for Evidence (RCOG, October 2001) ■ Ability to practice evidence-based medicine ■ StratOG.net: The Obstetrician and Gynaecologist as a Professional. Clinical governance e-tutorial 	<ul style="list-style-type: none"> ■ Logbook ■ MRCOG Part 2 ■ Presentation to colleagues ■ EXIT EXAMINATION
CLINICAL GOVERNANCE: RISK MANAGEMENT				
<ul style="list-style-type: none"> ■ Know the principles of risk management and their relationship to clinical governance ■ Understand complaints procedures and risk management: <ul style="list-style-type: none"> ■ incidents/near miss reporting ■ complaints management ■ litigation and claims management ■ Patient/user involvement 	<ul style="list-style-type: none"> ■ Report and review critical incidents ■ Discuss risks with patients ■ Document adverse incidents ■ Prepare a report relating to an adverse incident ■ Participate in risk management ■ Investigate a critical incident: <ul style="list-style-type: none"> ■ Assess risk ■ Formulate recommendations ■ Debrief staff 	<ul style="list-style-type: none"> ■ Demonstrate respect and accept patients' views and choices ■ Display eagerness to use evidence in support of patient care when evaluating risk ■ Show probity by being truthful and be able to admit error to patients, relatives and colleagues ■ Demonstrate the ability to act constructively when a complaint is made 	<ul style="list-style-type: none"> ■ Clinical Risk Management for Obstetricians and Gynaecologists (RCOG, January 2001) ■ GMC: Good Medical Practice ■ Clinical Governance Bulletin series (DH funded) www.clinical-governance.com ■ StratOG.net: The Obstetrician and Gynaecologist as a Professional. Clinical governance e-tutorial 	<ul style="list-style-type: none"> ■ Logbook ■ MRCOG Part 2 ■ Presentation at risk management meetings ■ EXIT EXAMINATION

Knowledge criteria	Clinical competency	Professional skills and attitudes	Training support	Evidence/assessment
RESEARCH:				
<ul style="list-style-type: none"> ■ Understand the difference between audit and research ■ Understand how to plan and analyse a research project ■ Understand statistical methods ■ Know the principles of research ethics and conflicts of interest 	<ul style="list-style-type: none"> ■ Appraise a scientific paper ■ Evaluate a multicentre trial ■ Understand the principles of critical reading and undertake critical review of scientific literature 	<ul style="list-style-type: none"> ■ Have the ability to be receptive to innovations resulting from research publications ■ Acquire skills to put research findings into practice ■ Be aware of the issues underlying plagiarism and how this relates to the duties of a doctor 	<ul style="list-style-type: none"> ■ GMC Duties of a Doctor (www.gmc-uk.org) ■ Local and RCOG courses ■ StratOG.net: The Obstetrician and Gynaecologist as a Teacher and Researcher e-tutorials ■ Introduction to Research Methodology, 2nd edition (RCOG Press, 2007) ■ HKCOG research course 	<ul style="list-style-type: none"> ■ Logbook ■ SOE ■ MRCOG Part 2 ■ Presentations at journal club meetings ■ Publications
PATIENT PUBLIC INVOLVEMENT				
<ul style="list-style-type: none"> ■ Understand the principles of Patient Public Involvement 	<ul style="list-style-type: none"> ■ Undertake a project on Patient Public Involvement 	<ul style="list-style-type: none"> ■ Practice patient-centred care at all times ■ Involve patient and carers in decision making ■ Demonstrate skill in information giving 	<ul style="list-style-type: none"> ■ Local courses 	<ul style="list-style-type: none"> ■ Observation of clinical practice

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Fill in as a record of experience.

Skills	Competence level					
			<input type="checkbox"/> Basic training	<input type="checkbox"/> Intermediate training	<input type="checkbox"/> Advanced training	<input type="checkbox"/> Not required
	Observation		Direct supervision		Independent practice	
	Date	Signature of trainer	Date	Signature of trainer	Date	Signature of trainer
Audit						
Perform an audit						
Clinical governance						
Prepare or revise a guideline or care pathway			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deal effectively with complaint			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appraisal						
Participate in HA appraisal					<input type="checkbox"/>	<input type="checkbox"/>
Risk management						
Present at risk management meeting					<input type="checkbox"/>	<input type="checkbox"/>
Research						
Critically appraise a scientific paper						

Authorisation of signatures (to be completed by the clinical trainers)

Name of clinical trainer (please print)	Signature of clinical trainer

COMPLETION OF MODULE 3

I confirm that all components of the module have been successfully completed:

Date	Name of educational supervisor	Signature of educational supervisor