

STP OSFA station writing template (12 minute station, plus 2 minutes to read 'Instructions to Trainees' and 1 minute to move between stations)

Please complete all the sections of the station writing template (*following the notes in 'Guidance on populating station template' document*). Please ensure your station is peer reviewed. After peer review and any revisions to station content, please submit final version, appropriately named and all attachments to NSHCS@wm.hee.nhs.uk. The subject of the email should include your specialism e.g. 'Station for clinical immunology'.

File naming protocol:

Specialism/Station short name/name of document and where possible, specific audience/version with date e.g

Audiology/Paed-Debrief/station/final.081114

Audiology/Paed-Debrief/Trainee-patient history/final.081114

Part 1: Authors and peer reviewers

First author	Liz Hardy
Co-authors	
Peer reviewer/s	Rachael Potter/Klaus Bond
Lead Station Writer for group	Liz Hardy

Part 2: Station classification

Specialism	Vascular		
Station title (max 5 words) – manageable and reduces errors when copied to documents and software	Aneurysm Screening		
Station short name State an appropriate shorthand (one/two words or abbreviation) clearly linked to the title to use as part of the file name for the station and all associated station documents e.g. Title: Checking a GFR for errors Shorthand: GFR	AAA		
Station aim (this will be copied into a box on the assessor instructions and a pop up on the marking software) Be explicit and ensure fit with identified domains being assessed.	Tests trainees knowledge of AAA screening and follow up		
Difficulty rating (indicate relevant rating) - this is essential for standard setting.	Easy		

Part 3: People instructions

Please be explicit in all instructions. Also, please take the time to proofread all people instructions for sense, tense, grammar and punctuation as they will be copied, printed and made available to the relevant people involved at the station.

Instructions to trainees (will be copied on to yellow paper, printed and laminated for the trainee)	In this station there is an 'actor-journalist' who will ask you questions about AAA screening. You will have time at the end to reflect on your answers and add any further information you think would be helpful. There is an assessor in the station who will observe you. You should focus your attention on the 'actor-journalist' and ignore the presence of the assessor.
Assessor instructions (will be copied on to white paper, printed and laminated for the assessor)	<div style="border: 1px solid black; border-radius: 15px; padding: 10px;"> <p>Station aim: To assess trainee's knowledge of an AAA screening programme</p> <p>You should expect the trainee to explain:</p> <ul style="list-style-type: none"> • What is an aneurysm • Background of AAA screening (MASS) • Cohort screened • Scan procedure – dangers/discomfort • Follow up protocol – 1 year, 3 months or referral to Vascular Consultant. Rescan if non-vis. • Risk factors • Outcomes – possible intervention </div>
Assessor requirements - specific	To observe and mark the interview. Do not ask any other questions or engage in any conversations with the trainee
Actor Instructions (will be copied on to white paper, printed and laminated for the actor)	<p>You are a journalist writing for a local newspaper, to highlight screening for abdominal aortic aneurysms in the local area. You are not a medical expert and want to write the article in 'layman' terms. You will have a list of questions to ask the trainee but if they have already answered them you don't need to ask again.</p> <p>What is AAA screening :</p> <ul style="list-style-type: none"> What is an aneurysm Who is invited What does procedure involve <ul style="list-style-type: none"> - Is it painful or dangerous - Do you get results straight away - Who gets the results What if there's an aneurysm What can they do about it? <p>Why was AAA screening set up?</p> <p>Why is it only men?</p> <p>What are the risk factors?</p>
Actor requirements - specific	Notepad and pen/pencil
Instructions for OSFA	Please list all specific documents/equipment for your station on the

administration team.	<p>station check list below.</p> <p>The check list will be printed out to check the station at the venue so ensure clarity for the OSFA administration staff.</p> <p>Each station will include the following as standard: Each station will include the following as standard:</p> <ul style="list-style-type: none"> • Trainee Instructions <ul style="list-style-type: none"> ○ External, yellow, laminated x1 ○ Internal, yellow, unlaminated x1 • Assessor Instructions <ul style="list-style-type: none"> ○ Internal only, white, laminated x1 • Actor Instructions (where applicable) <ul style="list-style-type: none"> ○ Internal only, white, laminated x 1 • pens • pencils • notepaper • tissues • water <p>Please list everything you require other than the above.</p> <p>Please use non-technical language. If you have very specific equipment requests, please add it to the list, but add a note that you have alerted the NSHCS Professional Lead for your specialism, and they will liaise with the OSFA administration team.</p> <p>List all equipment/stationery that you expect to see in the station. Only items listed will be available in the station.</p> <p>As a rule of thumb, all documents for trainees are printed on yellow paper and all documents for assessors are printed on white paper. Please indicate if you would like any document printed other than the above.</p>
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Station Check List

DOCUMENTS *(please add more rows as required)*

Name and type of document or image	Source e.g. NSHCS, PL, Assessor (please name)	Responsibility to get to assessment centre e.g. bring to centre, send to School for couriering	Colour of paper	Checked

EQUIPMENT *(please add more rows as required)*

Equipment	Source e.g. NSHCS, PL, Assessor (please name)	Responsibility to get to assessment centre e.g. bring to centre, send to School for couriering	Checked

OTHER ITEMS/COMMENTS/NOTES *(please add more rows as required)*

	Checked

**Part 4: Mark scheme – please refer to supporting document ‘OSFA station writing:
 Creating the mark scheme for your station’
 (Add rows for additional domains as required)**

No	Domain	Criteria	Max Mark (A)	Weighting (B)	Weight ed Mark (AxB)	Guidance
1	Professional Practice – relationships and interactions	Introduces self, respectful, professional;, ensures trust in profession				Good body language, professional attitude, obtains trust; maintains patient confidentiality Pass if all observed Borderline Pass If good body language, but no rapport between interviewer Borderline Fail - if unprofessional attitude; Fail - if poor body language and confusing explanations; does not respect patient confidentiality
2	Scientific Practice	Accurate knowledge of screening programme and accurately describes underpinning scientific background and risk factors				Thorough knowledge of service . Pass – If thorough knowledge demonstrated

						<p>and previous evidence stated.</p> <p>Borderline Pass – if student has good knowledge of service, but is unable to provide evidence behind screening.</p> <p>Borderline Fail – If student has general understanding of screening, but is unable to provide evidence based criteria and is unclear about follow up protocols</p> <p>Fail – If student is inaccurate in describing AAA screening and follow up protocols</p>
3	Communication/ Teaching Skills	Appropriate language choice to journalist in explaining service and making sure journalist understands information and interpretation is accurate.				<p>Pass – If able to fulfil all criteria.</p> <p>Borderline Pass – if student uses appropriate language but does not ensure interpretation is accurate</p> <p>Borderline Fail – If uses</p>

						<p>complicated terminology without ensuring journalist understands meaning</p> <p>Fail - if inaccurate information given.</p>
4	Professional Practice	Demonstrates up to date scientific knowledge				<p>Able to demonstrate knowledge of uptake of screening; incidence of AAA and cohort scanned;</p> <p>Pass – if all demonstrated</p> <p>Borderline pass – if facts clear but unable to give current statistics</p> <p>Borderline Fail – if unclear</p> <p>Fail – if unable to demonstrate up to date scientific knowledge</p>
5	Clinical Practice	Maintain confidentiality of patient information and records				<p>Ensure no patient information given to journalist</p> <p>Pass – if none</p>

						given Fail – if patient details are given
6	Clinical Practice	Provide clinical advice based on results obtained				Understands implication of finding AAA and is able to describe advice given to patient Pass – if describes clinical advice given to patient eg; smoking cessation, control of BP, weight loss, healthy diet – family history BP – if one not mentioned BF – if 2 not mentioned F – if none mentioned
7	Risk Management	Describes how to conduct diagnostic and monitoring procedures ensuring the safety of public and staff, aware of Data Protection Act				Continual audit of screening clinics — data handling- confidentiality- results sent promptly to relevant professional Pass – mentions all these BP – mentions 3 BF – fails to mention safety

						of public and staff
8	Research, Development and Innovation	Evidence-based practice				<p>Demonstrates good background knowledge of literature.</p> <p>Pass – is able to quote trials</p> <p>BP – is able to refer to literature and previous research</p> <p>BF</p> <p>Unable to refer to any previous research</p> <p>Fail – Does not mention evidence based practice</p>
9	Clinical Leadership	Act as an Ambassador for the HCS community				<p>Able to maintain professional attitude, is not 'drawn into' any un-professional discourse during interview; able to answer questions directly and clearly.</p> <p>Pass- if maintains professional attitude; Fail – if lacks professional attitude, lacks</p>

						clarity in answers
				Max mark (sum of all weighted marks)		