



College of Intensive Care Medicine  
of Australia and New Zealand

## Workplace Competency Assessment – Anaesthesia for Percutaneous Tracheostomy

Trainee Name: \_\_\_\_\_

CICM ID: \_\_\_\_\_

Hospital: \_\_\_\_\_

Date: \_\_\_\_\_

Assessor Name: \_\_\_\_\_

CICM ID: \_\_\_\_\_

Performance type (please select):  Simulation  
 Clinical performance\*

Case complexity (please select):  Low  
 Medium  
 High

Trainees should classify the complexity of the case based upon case features such as:

- Anatomy
- Coagulopathy
- Oxygen requirements
- Restrictions on positioning (e.g. due to ICP or C-spine)

Relevant case information to justify complexity:

\*Clinical performance is required for satisfactory completion, simulation may be used for formative purposes.



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### Global assessment:

**Trainee self-assessment:** In order to provide safe, effective and high quality care in similar cases, the entrustment level I would choose is:

<input type="checkbox"/> Direct supervision	<input type="checkbox"/> Proactive supervision	<input type="checkbox"/> Responsive Supervision	<input type="checkbox"/> Oversight	<input type="checkbox"/> Independent
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**Assessor:** Based on this observation, in order to provide safe, effective and high quality care in similar cases, the trainee's entrustment level would be:

<input type="checkbox"/> Direct supervision	<input type="checkbox"/> Proactive supervision	<input type="checkbox"/> Responsive Supervision	<input type="checkbox"/> Oversight	<input type="checkbox"/> Independent
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### Descriptions of levels of entrustment

Level 1	<p><b>Direct supervision</b> The trainee requires direct observation from a clinical supervisor; prompting is required or the task/activity is performed collaboratively with the clinical supervisor as a coactivity.</p>
Level 2	<p><b>Proactive supervision</b> The trainee requires the clinical supervisor to be in the clinical unit and physically available within minutes to provide assistance and consultation. Findings or decisions may require consultation.</p>
Level 3	<p><b>Responsive supervision</b> The trainee requires the clinical supervisor to be in the hospital and available for consultation and assistance; this includes availability by telephone for advice. Findings or decisions may require consultation.</p>
Level 4	<p><b>Oversight</b> The trainee requires the clinical supervisor to be readily contactable, but the clinical supervisor does not need to be in the hospital. The trainee may require consultation for complex cases, complications or unexpected issues.</p>
Level 5	<p><b>Independent*</b> The trainee understands risks and performs tasks/activities safely. The trainee is able to provide supervision to and teach junior trainees.</p>

\*Although the trainee is able to perform the task/activity independently, as a trainee of the CICM training program the clinical supervisor must assume overall responsibility for the trainee at all times.



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### Actionable Feedback

	Elements done well	Elements for development
<b>Safe and effective procedural preparation</b> <ul style="list-style-type: none"><li>Assesses airway anatomy</li><li>Determines respiratory mechanics and gas exchange are acceptable for safe procedure</li><li>Prepares and positions patient appropriately</li><li>Ensures appropriate monitoring</li><li>Prepares appropriate drugs and equipment</li><li>Ensures adequate assistance and allocates role to staff</li><li>Dons appropriate personal protective equipment</li><li>Communicates anaesthetic plan including emergency backup plan to team</li></ul>		
<b>Procedure carried out safely and effectively</b> <ul style="list-style-type: none"><li>Provides appropriate depth of anaesthesia, analgesia and muscle relaxation</li><li>Safely manages airway and ventilation during procedure</li><li>Communicates clearly with proceduralist and others</li><li>Demonstrates or describes safe technique for bronchoscopy during procedure</li><li>Ensures secure airway, adequate ventilation and oxygenation post procedure</li></ul>		
<b>Situational awareness</b> <ul style="list-style-type: none"><li>Demonstrates sensitivity to subtle changes within patient and environment and acts accordingly</li><li>Demonstrates oversight of procedure</li></ul>		
<b>Provision of safe ongoing care</b> <ul style="list-style-type: none"><li>Describes safe plan to re-secure the airway in emergency</li><li>Ensures appropriate ongoing analgesia and sedation</li><li>Modifies ventilator settings as appropriate</li></ul>		



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<p><b>Appropriate professional behaviour</b></p> <ul style="list-style-type: none"><li>• Demonstrates sensitivity and respect for patient/ family/whanau and colleagues</li><li>• Maintains patient dignity, privacy and confidentiality</li></ul>		
<p><b>Effective collaboration with colleagues</b></p> <ul style="list-style-type: none"><li>• Efficiently and respectfully leads team during procedure</li><li>• Debriefs the team when necessary</li></ul>		
<p><b>Effective communication skills</b></p> <ul style="list-style-type: none"><li>• Provides comprehensive information and sensitively obtains informed consent</li><li>• Completes full and accurate documentation including drugs/fluids administered</li><li>• Completes relevant handover to other staff</li><li>• Communicates anaesthetic plan including emergency backup to team</li></ul>		

Trainee reflection, goals and future actions:

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