

## Guideline

**Subject: Service and educational activities for trainees in pathology disciplines other than Anatomical Pathology**

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The College recognises that trainees, as employees, have responsibilities to carry out service tasks at the direction of their employers. The College also requires that sites accredited for training must provide an appropriate breadth of relevant educational experiences and that trainees are exposed to all aspects of work required to develop the competence required of a consultant pathologist.

This Guideline provides recommendations to employers to ensure an appropriate balance between service and educational activities for trainees in disciplines other than Anatomical Pathology, for whom there is a specific guideline (4/2018).

### Recommended structured educational activities

The College recommends that trainees should normally have access to an average minimum of 3 sessions or 12 hours of structured educational activities per week. These activities should include guidance by at least one pathologist or delegated senior scientist and be aimed at developing knowledge and competence in diagnosis, report generation/validation, laboratory management, quality management, research and communication. As far as possible, the activities should be planned and documented in the trainee's annual training program. Examples include:

- Formal teaching sessions and tutorials, both as attendee and presenter
- Slide or case reviews
- Supervised specimen processing or benchwork
- Double or multi-header microscope slide viewing and teaching
- Supervised reporting or report validation
- Participation in/attendance at RCPA educational meetings and web conferences
- Participation and/or case presentation at multidisciplinary team (MDT), management, quality assurance, research, transfusion committee, or infection control meetings, etc or hospital grand rounds
- Preparation of conference presentations
- Journal clubs
- Evaluation of research proposals, ethics submissions and conduct of subsequent research as per project/dissertation/scholarship requirements in the Trainee Handbook
- Active participation in a range of quality management activities including audits

## **Alignment of trainee responsibility with developing competence and levels of supervision**

- All training laboratories must ensure that trainees are exposed to increasing levels of responsibility as they progress through training. As trainees develop competence they should be provided with opportunities to contribute meaningfully, for example by taking on greater responsibility for producing and validating selected reports, actively contributing to quality management, research and teaching activities, and taking leading roles in meetings.
- Performance across all areas of professional skill acquisition should be closely monitored, evaluated and documented by the supervising pathologist.