



Speculum and Bimanual assessment

Trainee name:

Trainee place of work and PHO:

Trainee profession:

Trainee APC number:

This assessment tool contains the detailed steps that a service provider should follow in counselling and providing a Pelvic Exam. The checklist is to be used to support the clinical credentialing of the trainee for the performance of a speculum and Bimanual exam.

Instructions for the Assessor

1. Always explain to the person what you are doing before beginning the assessment. Ask for the person's permission to observe.
2. Begin the assessment when the trainee greets the person.
3. Use the following rating scale:
 - 0** - Not observed: Step, task or skill not performed by the trainee during evaluation by the trainer.
 - 1** - Needs improvement. Step or task not performed correctly or out of sequence (if necessary) or is omitted
 - 2** - Competently Performed. Step or task efficiently and correctly performed in proper sequence (if necessary), but participant does not progress from step to step efficiently
 - 3** - Proficiently Performed. Step or task efficiently performed in the proper sequence (if necessary).
4. Continue assessing the trainee throughout the time they are with the person, using the rating scale.
5. Write specific comments when a task is not performed according to standards.
6. Use the same checklist until all steps are competently performed (MINIMUM 1)
7. When you have completed the observation, review the results with the trainee.
8. THIS IS A COMPULSORY SIGN OFF FOR THE DIPLOMA OF OBSTERICS AND MEDICAL GYNAECOLOGY

Training session number	Case 1	Case 2	Case 3	Case 4
Date of training session				
Speculum and Bimanual assessment criteria				
A safe and non-judgemental environment is supported.				
Trainee greets person and introduces themselves. Trainee appropriately identifies person by name. <i>Trainer ensures trainee is the correct person and explains the confidential nature of the patient conversation and procedure.</i>				
Trainee takes appropriate history. <i>History cover need for any relevant features to the exam and need for other investigations e.g. swabs/cervical screening and includes allergies.</i>				
Trainee explains procedure and ensures person's informed consent and agreed people present.				
SPECULUM				
Trainee positions person appropriately including offering opportunity for them to empty their bladder and to get changed with privacy				
Trainee can identify normal vulva e.g. labia majora, labia minora / normal skin				
<i>Trainee can insert / remove speculum in a manner that enables them to visualise vagina and cervix /vaginal vault</i>				
<i>Insertion and removal is done with care to reduce discomfort for person and explains what they are doing to person at each step includes adequate lubrication</i>				
BIMANUAL				
<i>Assesses all parts of pelvis, Uterus Ovaries adnexa including pelvic floor aware of signs of vaginismus</i>				
<i>Performs cervical motion test and understands is assessing for tubal inflammation</i>				
<i>Can describe angle/position of cervix +/- uterus if indicated for procedure</i>				
All required documentation is completed and includes: <i>the advice given and follow-up arrangements.</i>				

Confirmation of competence achieved: (circle one)

Competent

Needs development plan

Development plan details: _____

Fast-track observation and sign-off only Y / N

Signature of assessor: _____

Signature of trainee: _____

Name of assessor: _____