



Endometrial sampling 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 when performing a Pipelle/endometrial sampling. The checklist is to be used to support the clinical credentialing of the trainee for the performance of endometrial sampling.

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. Complete a **minimum of two** supervised procedures. If you intend to be doing only premenopausal sampling, these supervised procedures can be in premenopausal people only. If your future work will include sampling for PMB, then **one** of the supervised procedures must be in someone who is menopausal, as the process can feel quite different.
7. When you have completed the observation, review the results with the trainee.

Training session number	Case 1	Case 2	Case 3	Case 4
Date of training session				
Pipelle/endometrial sampling assessment criteria				
A safe and non-judgemental environment is supported.				
<p>Trainee greets person and introduces themselves.</p> <p>Trainee appropriately identifies person by name.</p> <p><i>Trainer ensures trainee is the correct person and explains the confidential nature of the patient conversation and procedure.</i></p>				
<p>Trainee takes appropriate history.</p> <p><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></p>				
<p>Trainee explains procedure and ensures person's informed consent and agreed people present.</p>				
<p>Trainee assesses the position of the cervix, the size of the uterus, and whether it's anteverted or retroverted</p>				
<p>Speculum: The trainee competently inserts a speculum to expose the cervix</p> <p><i>If required trainee uses a tenaculum to gently hold the cervix</i></p>				
<p>Trainee inserts the pipelle, through the cervix and into the uterus gently until they reach the fundus</p> <p><i>Trainee withdraws the central piston of the pipelle to create suction.</i></p>				
<p>Trainee moves the pipelle back and forth / up & down in the uterine cavity, rotating it 360 degrees, to collect the sample</p> <p><i>Trainee removes the pipelle and places the sample in a container with formalin</i></p>				
<p><i>Trainee completes the procedure and provides appropriate advice for expectations</i></p>				

<p>All required documentation is completed and includes: <i>the advice given and follow-up arrangements.</i> <i>Interpretation and understanding of histology findings</i></p>				
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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: _____