**Veterinary Microbiology Case Log**

**(accompanying the 2017 curriculum)**

**CONTENTS**

Part 1: Introduction

Part 2: Aims and objectives

Part 3: Case log

Part 4: Assessment

Part 5: Appointments and qualifications

Part 6: Additional experience

Part 7: Appendix: reports, certificates, confirmation letters etc.

**PART 1: Introduction**

This case log is a record of your cumulative experience in veterinary microbiology as you progress through the training. The case log should be used, in conjunction with the curriculum (which indicates the standards and contents of the training and the methods of assessment), as the framework for regular discussions with your Educational Supervisor about your progress and training plan.

The case log should be regarded as a diary of your activity which will help the local training committee to plan and follow your training, which will be organised by your Educational Supervisor in consultation with you. It will contain the evidence that you have been given the training opportunities to acquire sufficient skills and experience in the key areas considered crucial to practice as a veterinary microbiologist.

You may be required to produce the case log from time to time at the request of your Educational Supervisor and you will be required to produce it at your annual review.

It should be emphasised that it is the responsibility of the trainee and Educational Supervisor to work together so that these objectives are realised. Potential deficiencies, for example in subspecialty areas, should be identified early and, if necessary, secondment to an appropriate department arranged.

The final, and most important factor is that your training should be an enjoyable and stimulating experience and if carefully constructed and maintained will help your colleagues and trainers to achieve this most important aim.

**How to use this case log**

Complete details of the milestones, summary of training and other information from the start of your career in veterinary microbiology.

The curriculum is divided into three stages, A–C. These stages correlate approximately with years 1 to 3 of a full-time residency training programme. Trainees should gain appropriate experience within their programme to achieve all necessary curricular objectives and to ensure they are adequately prepared to attempt FRCPath Part 1 and 2 at the appropriate time.

Entries should be made whenever you complete an activity, and a summary of training and experience should be completed for each 6-month period. Numbers should be cases with which you have personally been involved or in which you have been substantially involved with a consultant. You need to determine whether some of the information can be retrieved from the IT system in each department where you work or whether you need to keep a manual account (e.g., number of surgical cases reported). You should present the record to the supervising consultant at the end of each attachment for countersigning.

The record of training achievements has been designed to encourage you to assess your own progress and decide if you have had enough experience or put enough effort into any one activity or learning objective. Complete the comments section briefly to indicate whether you feel you have reached the required standard or whether you feel you require some further experience in this area.

The Appendix is for including copies of reports together with attendance certificates at seminars workshops or scientific meetings, or other certificates and letters of confirmation of training delivered. Copies of publications, records of presentations at scientific meetings, summaries of unpublished research projects etc. should also be filed in this Appendix, together with a summary of any teaching activities you have undertaken.

Local circumstances may require slight alterations when targets are achieved, and the case log should not be regarded as a curriculum for examination purposes but as an aid to training. Your supervisor will also review your record of training achievements at 6 monthly intervals and in countersigning it the main object is to ensure that you are keeping the record up to date. If you have completed a section of training, or at the 6-month review, the supervisor may enter some comments regarding your progress, particularly in terms of areas of strength or weakness and indicating areas which might benefit from further activity.

**PART 2: Aims and objectives**

**Aims**

The aims of the College in instituting a case log are to ensure that:

* All trainees develop the knowledge, skills, and attitudes necessary for a career in diagnostic veterinary microbiology.
* Trainees have adequately covered all the general and specialist areas in their preparation for becoming a veterinary microbiologist.
* Deficiencies can be identified in their training and arrangements made for these to be met as appropriate.

**Objectives**

The objectives of the case log are to ensure training provision in the following essential areas, as detailed in the curriculum, are achieved over a three-year period.

The key elements to be achieved in a training programme are:

**Stage A**

Stage A of training is 12 months full-time equivalent.

The aims of this stage are to provide a general introduction to bacteriology, virology, and mycology.

Competences required to complete stage A:

* Collection of appropriate samples from most common and simple specimens
* Ability to write an appropriate report for a wide range of samples and specimens, ability to demonstrate time management and task prioritisation (e.g., prioritisation of samples allowing time for primary culture, subculture, and reporting, timely turn-around of reporting)
* Independent microbiological investigation of a straightforward clinical case
* Ability to give general advice on biosecurity, hygiene, and prophylaxis
* Ability to write a microbiology report including appropriate clinico-microbiological correlation for a straightforward case.

|  |  |
| --- | --- |
| **General investigation of clinical cases** | **50 cases (including 30 in the species of interest** |
| **Identification of microbiological isolates** | 100 cases in the species of interest  |
| **Use of serological or molecular diagnostic techniques** | 50 cases in the species of interest |
|  |  |

**Stages B−C: general advice regarding time spent in stages**

The time spent in training in stages B and C should amount to a minimum of two years

**Stage B**

Competencies required to complete stage B:

* Independent evaluation of clinical cases covering all organ systems, selection of samples, use of appropriate isolation techniques and microbial identification methods.
* Use of a wide range of techniques to recover specimens for diagnosis from a variety of anatomical locations both ante and *post-mortem.*
* Ability to write an appropriate report for a wide range of clinical and pathological situations.
* Use of a range of specialised serological and molecular diagnostic methods appropriate to the chosen species group.
* Ability to demonstrate effective time management and task prioritisation.
* independent evaluation and investigation of more complex cases.
* Ability to write a report including appropriate clinico-pathological-microbiological correlation for a more complex case (as described above).
* Ability to give specific preventive advice on biosecurity, hygiene and prophylaxis following investigation of complex cases.

|  |  |
| --- | --- |
| **General investigation of clinical cases** | **250 cases (including 200 in the species of interest)** |
| **Identification of microbiological isolates** | 500 isolates (including 400 in the species of interest) |
| **Use of serological or molecular diagnostic techniques** | 150 tests (including 100 in the species of interest) |

Recommended minimum practical experience for year 2 (based on 12 months spent in stage; increased pro rata for extended stage):

**Stage C**

Stage C of training is a minimum of 12 months unless extended training is required.

Competencies required to complete stage C:

* Independent evaluation of clinical cases covering all organ systems, selection of samples, use of appropriate isolation and microbial identification methods.
* Use of a wide range of techniques to recover specimens for diagnosis from a variety of anatomical locations both ante and *post-mortem.*
* Ability to write an appropriate report for a wide range of clinical situations
* Use of a range of specialised serological and molecular diagnostic methods appropriate to the chosen species group.
* Ability to demonstrate effective time management and task prioritisation.
* Independent evaluation and investigation of more complex cases.
* Ability to write a report including appropriate clinico-microbiological correlation for a more complex case (as described above).
* Ability to give specific preventive advice on biosecurity, hygiene and prophylaxis following investigation of a complex case.
* Ability to demonstrate knowledge of specialist species group.
* Experience of teaching less experienced trainees.

Recommended minimum practical experience for year 3 (based on 12 months spent in stage; increased pro rata for extended stage):

|  |  |
| --- | --- |
| **General investigation of clinical cases** | **250 cases (including 200 in the species of interest)** |
| **Identification of microbiological isolates** | 500 isolates (including 400 in the species of interest) |
| **Use of serological or molecular diagnostic techniques** | 150 tests (including 100 in the species of interest) |

**PART 3: Case Log**

|  |  |  |  |
| --- | --- | --- | --- |
| **Stage****\* delete as appropriate** | **General investigation of clinical cases** | **Identification of microbiological isolates** | **Use of serological or molecular diagnostic techniques** |
| A\*/B\*/C\* |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**PART 4: Assessment**

**Workplace-based assessments**

In general, workplace-based assessments are designed to be formative in nature with written assessment made against stated criteria and as such they are best suited to determine educational progress in different contexts.

These should include at least the prescribed number of:

* Case-based Discussion (CbD)
* Directly Observed Practical Skills (DOPS)
* Evaluation of Clinical Events (ECE)
* Multisource Feedback (MSF)

**Examinations**

|  |  |  |
| --- | --- | --- |
| **Exam (e.g., FRCPath Part 1/2)** | **Date attempted** | **Outcome** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Annual review**

|  |  |
| --- | --- |
| **Year** | **Stage** |
|  |  |
|  |  |
|  |  |
|  |  |

**PART 5: Appointments and qualifications**

**Degrees/qualifications**

|  |  |  |
| --- | --- | --- |
| **University** | **Qualification** | **Date** |
|  |  |  |
|  |  |  |
|  |  |  |

**Previous appointments**

|  |  |  |
| --- | --- | --- |
| **Appointment held** | **Organisation** | **Dates (month/year)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Stage A training**

|  |  |  |
| --- | --- | --- |
| **Appointment held** | **Organisation** | **Dates (month/year)** |
|  |  |  |
|  |  |  |

**Stage B training**

|  |  |  |
| --- | --- | --- |
| **Appointment held** | **Organisation** | **Dates (month/year)** |
|  |  |  |
|  |  |  |

**Stage C training**

|  |  |  |
| --- | --- | --- |
| **Appointment held** | **Organisation** | **Dates (month/year)** |
|  |  |  |
|  |  |  |

**PART 6: Additional experience**

Certificated attendance/participation should be recorded in the portfolio Appendix.

**External quality assessment exercises**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Location** | **Organiser** | **Hours**  |
|  |  |  |  |
|  |  |  |  |

**Audit meetings attended**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Location** | **Lead Veterinary Microbiologist** | **Hours**  |
|  |  |  |  |
|  |  |  |  |

**Training courses attended (including Regional training programmes/study days)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Course** | **Location** | **Hours**  |
|  |  |  |  |
|  |  |  |  |

**Scientific meetings/seminars/workshops attended**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Course** | **Location** | **Hours**  |
|  |  |  |  |
|  |  |  |  |

**Presentations**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Course** | **Level** | **Contact hours** | **Preparation time** |
|  |  |  |  |  |
|  |  |  |  |  |

**Formal Presentations at Scientific Meetings** (include both oral presentations and poster presentations)

|  |  |  |
| --- | --- | --- |
| **Date of meeting** | **Title of meeting** | **Presentation** |
|  |  |  |
|  |  |  |

**Internal case report/staff rounds/journal clubs**

|  |  |  |
| --- | --- | --- |
| **Date** | **Location**  | **Supervisor** |
|  |  |  |
|  |  |  |

**Publications** (papers and abstracts)

|  |  |  |
| --- | --- | --- |
| **Title of publication** | **Title of paper/abstract** | **Date/references** |
|  |  |  |
|  |  |  |

**PART 7: Appendix: reports, certificates, confirmation letters etc.**