



## Assessment of Operative Process Removal of Submandibular Gland

WBA FORM 02Q

### Instructions

- This form is for Oral and Maxillofacial Surgery (OMS) Trainees. Trainees should refer to relevant sections of the Accredited Training in OMS Handbook detailing requirements for assessments.
- Please complete all sections of this form and email to [omstrainee@racds.org](mailto:omstrainee@racds.org)

### Trainee Details

|                   |  |               |                          |                          |                          |                          |
|-------------------|--|---------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Trainee name      |  | Training year | OMS 1                    | OMS 2                    | OMS 3                    | OMS 4                    |
| Hospital          |  |               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Clinical problem  |  |               |                          |                          |                          |                          |
| Date of procedure |  | Start time    |                          |                          |                          |                          |
| Duration          |  | End time      |                          |                          |                          |                          |

### Competencies and Definitions

The trainee should explain what he/she intends throughout the procedure.

The assessor should provide verbal prompts, if required, and intervene if patient safety is at risk.

Ratings N = not observed/not applicable D = development required C = competent (no prompting/intervention required)

| Competencies and Definitions  | Rating<br>N/D/C | Comments |
|---|-----------------|----------|
| <b>Consent</b>  |                 |          |
| Demonstrates sound knowledge of indications and contraindications including alternatives to surgery   |                 |          |
| Demonstrates awareness of sequelae of operative or non-operative management   |                 |          |
| Demonstrates sound knowledge of complications of surgery  |                 |          |
| Explains the perioperative process to the patient and/or relatives or carers and checks understanding   |                 |          |
| Explains likely outcome and time to recovery and checks understanding   |                 |          |
| <b>Pre-operative planning</b>   |                 |          |
| Demonstrates recognition of anatomical and pathological abnormalities (and relevant co-morbidities) and selects appropriate operative strategies/techniques to deal with these e.g., nutritional status |                 |          |
| Demonstrates ability to make reasoned choice of appropriate equipment, materials or devices (if any) taking into account appropriate investigations   |                 |          |
| Checks materials, equipment and device requirements with operating room staff   |                 |          |
| Ensures the operation site is marked where applicable   |                 |          |
| Checks patient records, personally reviews investigations   |                 |          |



| Competencies and Definitions   | Rating<br>N/D/C | Comments |
|--|-----------------|----------|
| <b>Pre-operative preparation</b>   |                 |          |
| Checks in theatre that consent has been obtained and appropriate time out procedures   |                 |          |
| Gives effective briefing to theatre team   |                 |          |
| Ensures proper and safe positioning of the patient on the operating table  |                 |          |
| Demonstrates careful skin or mucosal preparation – as required   |                 |          |
| Demonstrates careful draping of the patient's operative field  |                 |          |
| Ensures general equipment and materials are deployed safely (e.g., suction, diathermy)                                       |                 |          |
| Ensures appropriate drugs, inc. local anaesthesia are administered where appropriate   |                 |          |
| Deploys specialist supporting equipment (e.g., operating microscope) effectively   |                 |          |
| <b>Exposure and closure</b>  |                 |          |
| Demonstrates knowledge of optimum skin incision/mucosal/portal/access  |                 |          |
| Achieves an adequate exposure through purposeful dissection in correct tissue planes and identifies all structures correctly |                 |          |
| Completes a sound wound repair where appropriate   |                 |          |
| Protects the wounds with dressings, splints and drains where appropriate   |                 |          |
| <b>Intra-operative technique</b>   |                 |          |
| Follows an agreed logical sequence or protocol for the procedure   |                 |          |
| Consistently handles tissue well with minimal damage   |                 |          |
| Controls bleeding promptly by appropriate method   |                 |          |
| Demonstrates a sound technique of knots and sutures/staples  |                 |          |
| Uses instruments appropriately and safely  |                 |          |
| Proceeds at appropriate pace with economy of movement  |                 |          |
| Anticipates and responds appropriately to variation e.g., anatomy  |                 |          |
| Deals calmly and effectively with unexpected events/complications  |                 |          |
| Uses assistant(s) to the best advantage at all times   |                 |          |
| Communicates clearly and consistently with the scrub team  |                 |          |
| Communicates clearly with the anaesthetist   |                 |          |
| Incision through skin to subcutaneous tissues  |                 |          |
| Wound edges undermined with scalpel or scissors  |                 |          |
| Dissection to platysma muscle scissors, scalpel or blunt dissection with gauze   |                 |          |
| Platysma muscle divided along full length of incision  |                 |          |



| Competencies and Definitions  | Rating<br>N/D/C | Comments |
|---|-----------------|----------|
| Dissection deepened within deep cervical fascia                                   |                 |          |
| Mandibular branch of facial nerve identified                                      |                 |          |
| Fascia of the gland identified  |                 |          |
| Fascia entered, gland dissected free within fascia on gland                       |                 |          |
| Facial artery identified and tied, deep to the gland and superficial if required  |                 |          |
| Submandibular duct and lingual nerve identified and dissected free, gland removed |                 |          |
| Controls bleeding   |                 |          |
| Places of drain   |                 |          |
| Debrides wound and closes in layers   |                 |          |
| <b>Post-operative management</b>  |                 |          |
| Ensures the patient is transferred safely from the operating table to bed         |                 |          |
| Constructs a clear operation note   |                 |          |
| Records clear and appropriate post-operative instructions                         |                 |          |
| Deals with specimens. Labels and orientates specimens appropriately               |                 |          |

**Procedure Outcome (completed by assessor)**

| Level at which completed elements of the AOP were performed on this occasion |  | Tick as appropriate |
|--|--|---------------------|
| Level 0  | Insufficient evidence observed to support a summary judgment                               |                     |
| Level 1  | Unable to perform the procedure, or part observed, under supervision                       |                     |
| Level 2  | Able to perform the procedure, or part observed, under supervision                         |                     |
| Level 3  | Able to perform the procedure with minimum supervision (needed occasional help)            |                     |
| Level 4  | Competent to perform the procedure unsupervised (could deal with complications that arose) |                     |



### Comments by Trainee

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|                   |  |      |  |
|-------------------|--|------|--|
| Trainee name      |  |      |  |
| Trainee signature |  | Date |  |

### Comments by Assessor

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|--|--|--|--|
|  |  |  |  |
|--|--|--|--|

|                    |  |      |  |
|--------------------|--|------|--|
| Assessor name      |  |      |  |
| Assessor signature |  | Date |  |