



Institute of  
Biomedical  
Science

**PORTFOLIO ASSESSMENT INDICATORS  
for THE ADVANCED SPECIALIST DIPLOMA in HISTOLOGICAL DISSECTION**

Candidate Number/Name:					
Date of assessment:					
Outcome:	PASS		REFER		DEFER
Name & signature of 1 <sup>st</sup> assessor:					
Name & signature of 2 <sup>nd</sup> assessor:					

**ALL STANDARDS MUST BE MET TO ACHIEVE A PASS**

**Summary**

<b>Case log</b>										
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<b>Case review</b>										
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<b>Case studies</b>										
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<b>Formative assessments</b>										
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<b>Audit</b>										
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<b>Tutorials and training sessions</b>										
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## Case log

Standards		Met	Not met
<b>1</b>	The log is clearly laid out and accessible		
<b>2</b>	The log must reflect a variety of cases in order to assess candidates' scope of professional practice		
<b>3</b>	The mix of cases is in accordance with the system being studied for		

### Guidance notes from assessors

## Case Review

Standards		Met	Not met
4	There is evidence that regular case reviews have taken place		
5	The reviews are clearly laid out and accessible		
6	There is clear indication of the purpose of case review and that this has been undertaken by the candidate and the consultant pathologist supervisor		
7	It is clear from the evidence presented that the candidate has an understanding of the impact of laboratory tests on diagnosis, treatment, monitoring and prognosis of patients.		
8	The reviews show clearly that points of interest have been used as a positive learning experience		
9	There is evidence of attendance at 1 in 4 MDT meetings where cases dissected by candidate were discussed		
<b>Guidance notes from assessors</b>			

## Case studies

	<b>Standards</b>	<b>Met</b>	<b>Not met</b>
<b>10</b>	Studies are neat, well laid out and are of appropriate length including the timeline from surgery to final MDT outcome		
<b>11</b>	Details of initial clinical presentation including correlation of clinical and radiological findings		
<b>12</b>	Details of the dissection process including block selection – number and area sampled, and macroscopic description, with relevant correlation to final diagnosis		
<b>13</b>	Where appropriate there is a differential diagnosis and discussion of reasons		
<b>14</b>	Details of appropriate ancillary tests, management, treatment and follow-up are presented in each case study		
<b>15</b>	Illustrations or images when used are relevant and of high quality		
<b>16</b>	The case mix matches the requirements set out in the logbook		
<p><b>Guidance notes from assessors</b></p>			

## Formative assessments

Standards		Met	Not met
17	It is clear from the evidence presented that systematic and periodic review of the candidate's performance throughout the training period has been undertaken by the consultant supervisor		
18	It is clear from the evidence that the consultant supervisor has observed the entire range of specimens		
19	It is evident from the details presented how the candidate's practice has evolved over the course of the training period by the inclusion of incident logs and competence assessments		
20	It is evident the candidate has been formally observed dissecting the required pathology specimens to a satisfactory standard by an external assessor approved by the ASD sub-group of the Conjoint Examination Board		
<b>Guidance notes from assessors</b>			

## Audit

	<b>Standards</b>	<b>Met</b>	<b>Not met</b>
<b>21</b>	There is evidence that the candidate understands the principles of audit (service and clinical)		
<b>22</b>	It is clear from the evidence presented that the candidate has gathered data relevant to his or her own practice		
<b>23</b>	There is evidence of critical evaluation and implementation of audit outcomes where appropriate		
<b>Guidance notes from assessors</b>			

## Tutorials and training sessions

Standards		Met	Not met
24	A record of training programmes, short courses, tutorials and in-house training sessions attended or delivered by the candidate has been included		
25	Examples are accompanied by evidence of reflection on the learning outcomes		
<b>Guidance notes from assessors</b>			

## General overview

	<b>Standards</b>	<b>Met</b>	<b>Not met</b>
<b>26</b>	The portfolio is neat and tidy		
<b>27</b>	There is a useful and accurate index		
<b>28</b>	Sections are easily found and clearly labelled		
<b>29</b>	The portfolio is written in English prose with correct use of grammar and punctuation		
<b>30</b>	There is no evidence of plagiarism		
<b>31</b>	Evidence presented is relevant, of high quality, relevant and shows appropriate reflection		
<b>Guidance notes from assessors</b>			