

**Anaesthetic Technicians Workplace Assessor Training
2007**

Frequently asked Questions

- Q.1 What practical requirements are there for a qualified technician moving on to a Diploma programme? And what benefits would there be in doing that?
A. *The practical paper is Anaesthetic Technology II, and the theory paper is Anaesthetic III. Recognition of Prior Learning (RPL) must first be confirmed with AUT University.*
- Q.2 What is involved when British technicians transfer from UK to NZ?
A. *As above.*
- Q.3 Is it OK for anaesthetists to sign off some of the competencies?
A. *Yes, if the anaesthetist has been nominated as a signatory in the trainee's manual by the Supervisor of Training*
- Q.4 Where Workplace Assessors and Educators are the same person, is there a role conflict?
A. *No, not at all. The Educator has been appointed in a professional role and must recognise the required aspects of that role.*
- Q.5 How will standards be monitored, and lines drawn so that there is consistency in assessment?
A. *AUT can provide Guidelines for Assessments.*
- Q.6 What should one do when a trainee who initially meets required standards, but later on is still not consistently OK or competent?
A. *One can overwrite it if the competency should be re-assessed. However a competency and a mistake are totally different things. This is essentially a management issue as to why the trainee is not practising or following departmental guidelines. There should be follow-up and review, plus six-monthly review of clinical practice and machine checks.*
- Q.7 How many assessors should there be per student/trainee?
A. *Ideally one-to-one, but depends on the hospital. In some there is one WPA for three trainees.*
- Q.8 What mechanisms exist for dealing with personality clashes etc?
A. *This is a management issue for the hospital to deal with.*
- Q.9 What qualification is there for nominated supervisor category?
A. *SoT is pre-determined within hospital, others are Educators and WPAs. Anyone else such as an Anaesthetist or clinical educator (in the case of audits) must be countersigned by the SoT.*
- Q.10 What are the criteria for becoming a Workplace Assessor?
A. *They should have experience of at least 2-3 years, and should not be an Assessor in their first year after training.*

- Q.11 Should one have a formal qualification for Workplace Assessors? In Britain, for example, it's a certificate.
- A. *Some training providers do offer courses in Workplace Assessment. AUT's School of Education can advise about such a short course. However, you will receive a Certificate of Attendance for attending the WPA course.*
- Q.12 Is there a legal responsibility for signing off a competency?
- A. *No.*
- Q.13 How to assess when working alone for six months or more?
- A. *Orientation review, eg clinical evaluation. Documented observation of a trainee doing a list.*
- Q.14 The first manual seemed very picky, for example if there was no date or signature it got sent back?
- A. *The manual must be 100% complete. It is the trainee's responsibility to ensure that all requirements have been met. The completed form can be faxed through by the Workplace Assessor if something has been missed out.*
- Q.15 If one has completed the competency or has prior experience before getting/receiving the manual, how do you get it signed off?
- A. *Some hospitals have their own orientation manual and this can be counter-signed, verifying the other documentation.*
- Q.16 If one can't carry out a particular skill in a hospital, or if it's a non-training hospital, what happens ... where does one go?
- A. *If it is not practical to send the trainee to another hospital, the Supervisor of Training puts the trainee through a different way of assessing this, possibly question and answer, or a scenario followed by question and answer..*
- Q.17 For a second assessment or review, should the assessment be carried by a different Workplace Assessor? If so, should they be informed about the previous assessment?
- A. *No, it should be the same assessor, given that clear and constructive feedback has been given since the first assessment and the trainee knows what they need to do to improve the next time. There would only be a different person if there were some debate or issue about the assessment result, or where a problem arises, and in such cases would become a type of appeal.*