

Log book

Diploma in Endocrinology and Metabolism (DEM)

2 years training Program

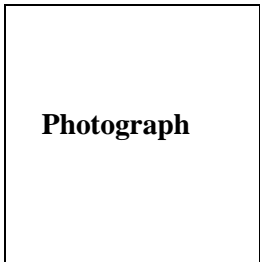


Bangabandhu Sheikh Mujib Medical University
Shahbag, Dhaka

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Trainee's Personal Details



Name Date of Birth

Session

Father's Name Mother's Name

Address.....
.....

Contact no E-mail

Nationality National ID / Passport No:

BMDC Registration No

Academic Data:

Graduation (MBBS): Year: Institution:

Signature:.....

Essential information on using the logbook:

Objectives of the Logbook:

The purpose of the logbook is to provide one source of evidence for BSMMU that you have attained the desired level of competency required to sit for the DEM examination. It is the record where you are going to document experiences and skills you attained during your training.

Instruction for the Trainees:

1. The log book (Daily Training Record)is a day to day record of the clinical and academic work done by the resident
2. The log book will be a pre-requisite for appearing in the final examination
3. This log book has to be maintained by all the trainee throughout the period of training
4. The trainee will obtain the log book from the course-coordinator of the parent institute immediately after joining
5. The resident will make the required entries in the logbook on the same day of the event and get it signed by the supervisor
6. Every leave application when forwarded should be entered in the leave record section of the book
7. It is the responsibility of the resident to keep the logbook safe and secured

Guidelines for the supervisors:

1. The log book is a day to day record of the clinical and academic work done by the trainee.
2. It is the responsibility of the supervisor to identify and inform the trainee of the area in which he is lacking and provide opportunities to improve the competence.
3. Supervisors or his/her designated consultant/trainer should sign the completed events on that particular day in the appropriate column of the logbook

Important notice for the trainee :

- It is your responsibility to maintain accurate and complete logbook and to regularly update your records.
- Shall you meet any difficulty, you must contact your supervisor or course coordinator
- Unsatisfactory completion of the logbook would lead to delay of training progression.
- Unsatisfactory logbook at the end of training will prevent you from entering the final examination.

Level of Competence / Performance:

The Level of Competence / Performance at which a skill is performed by the trainee should be recorded in the given column of the logbook

For Patient Management:

Level 1: Observed/assisted

Level 2: Managed under supervision

Level 3: Managed independently

For Procedures:

Level 1: Observed/ assisted/ interpretation

Level 2: Performed under supervision

Level 3: Performed independently

Section I
Patient Management (Case) Log

Patients' Case Log (In Patient):
 (Managed independently – Level 3)

Sl. No	Date	Reg. no	Age (year)	Sex	Diagnosis/Problem(s)	Supervisor's Signature
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						

Patients' Case Log (Out patient):
(Managed independently – Level 3)

Sl. No	Date	Reg. no	Age (year)	Sex	Diagnosis/Problem(s)	Supervisor's Signature
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						

12						
13						
14						
15						
16						
17						
18						
19						
20						

Patients' Case Log (Emergency):
(Managed independently – Level 3)

Sl. No	Date	Reg. no	Age (year)	Sex	Diagnosis/Problem(s)	Supervisor's Signature
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Section II
Procedure Log

Number of procedures / Investigations and level competence/ performance which must be attained during the Training Program:

Investigation/Procedures	Level of Competence	Minimum number to be done during the training period
Use of Glucometer	1	5
	2	5
	3	20
Insulin Technique	1	5
	2	5
	3	10
Synacthen Test	1	1
	2	1
	3	5
FNAC of Thyroid	1	5
	2	5
	3	5
Water deprivation test	1	1
	2	1
	3	2
Dexamethasone suppression test	1	2
	2	2
	3	3
24 hours RAIU and interpretation	1	30
BMD (DEXA scan)	1	10
US of endocrine organ	1	10
Endocrine radiology	1	10
CT/MRI	1	10

1. Glucometer Use Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								

17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								

2. Insulin Technique Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								

12								
13								
14								
15								
16								
17								
18								
19								
20								

3. Synacthin Test Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								

4. FNAC of Thyroid Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								

5. Water deprivation test Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								

6. Dexamethasone suppression test Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								

7. 24-hours RAIU Interpretation Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

8. BMD (DEXA scan) Interpretation Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

9. Ultrasound of endocrine organs Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

10. Endocrine radiology Interpretation Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

11. CT/ MRI Interpretation Log

Sl. No.	Date	Reg No.	Age (years)	Sex	Diagnosis/ Indication	Interpretation	Level of performance	Supervisor's signature
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

Section III

Academic Activities

Academic Activities

Events	Minimum number / % required during the training period
Lectures attended	75% of the scheduled
Tutorials/small group teaching attended	75% of the scheduled
Journal club presentation	05
Grand round/ clinical meeting presentations	10

IV. Leave Record

From	To	No. of days	Reason	Supervisor's signature

V. Summary Sheets

i) Summary of Patient Management Log:

Period:

Sl. No.	Events/ Tasks	Minimum requisite number for the training period	Number performed
1	Patients' case log(In Patient)	30	
2	Patients' case log(out Patient)	20	
3	Patients' case log(Emergency)	10	

ii). Summary of the Academic Activities:

Period:

Sl. No.	Events/ Tasks	Minimum requisite number/% for the training period	Number / % performed
1	Lectures attended	75% of schedule lecture	
2	Tutorials/small group teaching attended	75% of the schedule	
3	Journal club presentation	5	
4	Grand round/ clinical meeting presentations	10	

Trainee's signature and Date.....

Trainee's Name.....

Countersignature of chairman/Head of the department

Seal

iii) Summary of Practical Procedures:

Period:

Investigation/Procedures	Level of Competence	Min no. to be done during the training period	No. done
1. Use of Glucometer	1	5	
	2	5	
	3	20	
2. Insulin Technique	1	5	
	2	5	
	3	10	
3. Synacthen Test	1	1	
	2	1	
	3	5	
4. FNAC of Thyroid	1	5	
	2	5	
	3	5	
5. Water deprivation test	1	1	
	2	1	
	3	2	
6. Dexamethasone suppression test	1	2	
	2	2	
	3	3	
7. 24 hours RAIU interpretation	1	30	
8. BMD (DEXA scan)	1	10	
9. US of endocrine organ	1	10	
10. Endocrine radiology	1	10	
11. CT/MRI	1	10	

Trainee's signature and Date.....

Trainee's Name.....

Countersignature of the chairman/Head of Department

seal



Diploma trainee's Block progress report

Name of the trainee : Session :
Name of the course : Reg. No:
Name of the institute :
Period of block :

Performance	Poor	Satisfactory	Good	Excellent
Written*				
Clinical- Practical*				
Oral*				
Attendance*				
Attitude				

* Poor: <50%, Satisfactory: \geq 50-60%, Good: >60-75%, Excellent : >75%

Note: "Poor" grade in more than two performance during a particular block means deficient training and also cause disqualification for appearing in the final examination unless training in particular block is complete.

Signature:

Head of the Department

(Seal)