MRT Clinical Placement

Orientation

MRT Program

Professionalism

- Professionalism Standards are modeled at the workplace.

- How can you be successful?
  - Show initiative! Get involved in every case.
  - Communicate with your preceptors/clinical instructors! Set goals, ask for help, speak up if you want to do something.
  - Be punctual, respectful, and have a positive attitude.
  - Don't make excuses when given feedback or corrected. Ask for clarification when you need to.
  - Pay attention to details and learn from your mistakes.
  - Take pride in your work, and always strive for your best.
  - Have fun!

CompTracker in Clinical Placement

- We use CompTracker extensively throughout Clinical Placement
- Student-driven initiative. This means students are responsible for creating and submitting forms in CompTracker to accomplish tasks.
- 2 main purposes
  - Completion of forms
  - Image Critique Lines (IC Lines)

CompTracker Forms

1. Use of Electronic Devices
   - COMPLETE
2. Site Orientation
   - Form to be submitted to the Site Liaison at the start of a new rotation
3. Rotation Summary
   - Submitted to the Site Liaison at the end of each rotation (site dependant) or
   - Submitted to the Site Liaison at the midpoint and end of each semester (site dependant)
   - Not required for specialty rotations ie. CT, IR, BMD, Mammography and Children's Hospital
4. Objectives Forms
   - Orientation Objectives - Ongoing throughout PRCT 353
   - BMD and Mammography forms to be submitted to a preceptor/clinical instructor
   - Vascular/Interventional starts in PRCT 356. See D2L for info.

CompTracker Forms

5. Student Performance Feedback

- Submitted weekly to a preceptor/clinical instructor
- Verification of attendance
- Goals
- Reflection
- Critical incidents

6. Absence Notification Forms

- Must be submitted prior to shift start
- Submitted to a clinical placement instructor
- Submitting evidence for excused absence must be submitted to instructor within 5 business days for approval
- Select absent option in SPF form

CompTracker Forms

7. Instructor Site Visit Form (Instructor generated)
   - Instructors will offer formative and summative feedback during (or following) a site visit
   - Created and submitted by student PRIOR to scheduled visit
   - Set goals/document progress/suggest strategies for success
   - Evaluate your professionalism and general workflow assessment

8. Critical Incident Form
   - Form created by site liaison when incident reported by preceptor/clinical instructor
   - Student self reflection piece
   - Signed off by Anderson instructor/site liaison

9. Student Report Form
   - Created by site liaison or Anderson instructor
   - Documents concerns and can facilitate additional support moving forward
   - Delivered to student by site liaison and/or Anderson instructor

CompTracker Forms

Any questions about other forms?

- Student Feedback forms
- Orientation Objective forms
- Rotation Summaries
- Attendance policy

Logbook- Record of Performed Exams

Accession #	Site	Date	Procedure	Technical Comment	LMP	Tech Signature (Verify Performed)	Logbook Y/N	Initial

Ensure you are recording technical factors & Exposure Index (EI) number for each case to discuss at Critique!

Logbook

Image Critique FAQ

- When / how often are image critique sessions scheduled with my site liaison?
  - Frequently
  - 1 hour/week (or more)
  - Can be scheduled ahead of time, sometimes done "on the fly" during downtime

Logbook

Image Critique FAQ

- Is an image critique session with my site liaison an evaluation?
  - No!
  - Image critique requires practice and will result in TONS of learning
  - Expect your first few critique sessions to go slow, as you learn and improve
  - Study those procedures you've performed so you're prepared!

Logbook

Image Critique FAQ

- How do I know what I need to achieve for my logbook?
  - Run a Remaining Requirements report in Comptracker
  - Refer to Logbook *(posted in D2L)*
  - Cumulative over all of clinical placement

Logbook

Image Critique FAQ

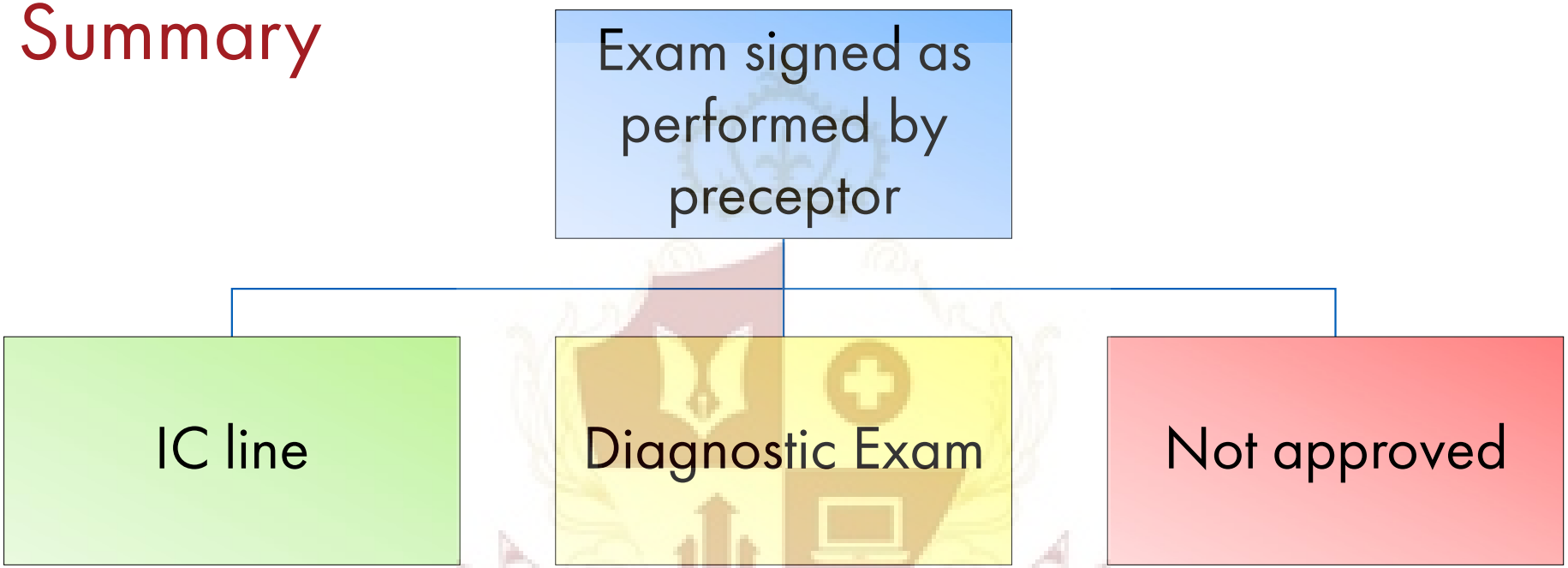
- What do I do once I have the required number of approvals for a certain exam?
  - Run a Remaining Requirements report in Comptracker – complete exams turn green!
  - Refer to Logbook *(posted in D2L)*
  - Keep practicing!

Logbook

Image Critique FAQ

- How do I prepare for image critique sessions?
  - Review resources
    - Image Critique Handbook
    - Bontrager
    - Radiographic Image Analysis
  - Review the Comptracker How-To videos *(posted in D2L)* for step-by-step instructions to submit logbook lines.

Summary



- **Students are responsible for ensuring sign off in performance record for all performed exams being brought to image critique.**

Competencies

- Students are to complete competency assessments throughout the clinical placement.
- Variety of procedures
  - Based on CAMRT competency profile
- All procedure data is stored in Comptracker

Competencies

Competencies FAQ

How are logbook lines and comps different?

- Logbook lines are assessed primarily on image quality (positioning, centering, collimation, marker placement, exposure)
- Competencies are assessed as a complete exam – your performance with the patient, your knowledge and ability to evaluate your images and discuss the case.
- Logbook lines represent your BEST images
- Competencies require high quality images but are also an assessment of your overall performance and knowledge.

Competencies

Competencies FAQ

How do I prepare for competency reviews?

- Review resources
  - Image Critique Handbook
  - Bontrager
  - Radiographic Image Analysis
  - Pathology
  - Patient Care
  - Radiation Protection

Tracking my Progress in Clinical Placement

- You will learn how to use CompTracker to help you track your progress in clinical placement
- It takes time use the resources provided
  - PowerPoints
  - How to videos
  - Ask your classmates
  - Reach out to an instructor!
- If you are using the CompTracker App you MUST sync daily.

CompTracker Reports

Remaining Requirements Report

- Quick overview of remaining Image Critique (IC) lines
- Great tool for planning image critique session

Logbook/Skill/Competency - by area, with student detail

- Detailed count of number of IC lines

Duplicate Accession Number Report

- Ensures entering accession numbers correctly

Accession Number Match Report

Instructor Visits

- Scheduled during each semester. Instructors will give feedback, help set goals, review expectations.
- In person visits scheduled per student in PRCT 353
- Instructors will schedule any assessments in advance
- Instructor visit schedule posted in D2L (subject to change)
- Student to complete Part 1 of Instructor Visit form prior to scheduled instructor visit
  - Reflect on Logbook progress, professionalism, and preceptor feedback received
  - Outline upcoming schedule and set goals
  - Create an action plan to meet those goals
- Instructor will complete Part 2 of form following visit.

Additional Support in Clinical Placement

- When questions and concerns arise, be sure to use available resources for assistance.
    - Clinical Placement Instructors (PRCT 353)
        - Additional visits (virtual or in-person) can be arranged
    - Education Coordinator
    - Site Liaisons/Clinical Instructor
- Student Development and Counselling
    - On-campus or virtual appointments available
    - On-line wellness programs

PRCT 353 Orientation

Communication is the key to success!

Reach out with questions and check D2L & email daily for updates!

Policies and Procedures

Attendance: Students are expected to attend all scheduled time in clinical placement

No switching of shifts with other students is permitted.

Policies and Procedures

- Absences:
  - Students who exceed 5% (4 days) absence will not meet the required hours to pass the clinical placement course.
  - Should you exceed the allowed absences, only excused absences may be considered for make up time – with approval from clinical placement site.
  - Documentation for excused absences must be submitted within 5 business days to clinical placement instructors
  - Students are expected to make-up any clinical placement days/hours that are missed and must complete a total of 337.5 hours
  - COVID-19 related absences will be considered excused – no documentation is required

Policies and Procedures

- Absences (continued):
  - If you are absent, you must:
    - Notify the site as per site protocol
    - Submit an Absence Notification form to an Anderson instructor on CompTracker PRIOR to shift start
    - Please submit any additional information (Dr's note, other information) to clinical placement instructors
    - Attendance is tracked via forms in Comptracker
      - Student Feedback forms – includes attendance statement
      - Absence Notification forms

Policies and Procedures

- Appointments:
  - Must be approved ahead of time by site liaison
  - Must not exceed 2 hours off the floor
  - Must be kept to a minimum
  - If a student misses more than 2 hours of their scheduled shift, it will be considered an absence. Notification of absence form required.
  - Add all appointment time to your weekly feedback form.