



University of East Anglia

Information Compliance (ITCS)

The Library
University of East Anglia
Norwich Research Park
Norwich NR4 7TJ
United Kingdom

Email: foi@uea.ac.uk
Tel: +44 (0) 1603 593 523
Fax: +44 (0) 1603 591 010
Web: <http://www.uea.ac.uk>

[REDACTED]

11 May 2018

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_18-095)

We have now considered your request of 21 April 2018, as clarified on 03 May 2018, for information on the MBBS curriculum and assessment in relation to DOPS (Direct Observation of Procedural Skill) and anatomy.

Our response is on pages 2-4 of this letter, together with a copy of your request and within the attached document, FOI_18-095 Appendix A.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

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Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Dave Palmer
Information Policy and Compliance Manager
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_18-095)

I am writing in order to request information under the Freedom of Information Act 2000. Please, review my request below.

- *Concerning department:*
 - *School of Medicine/ Faculty Education Office (Medicine)*
- *Date that information refers to:*
 - *Academic year 2017-2018*
- *Class of information in publication scheme:*
 - *3. What our priorities are and how we are doing*
 - *OR 5. Our policies and procedures*
- *Regarding: Undergraduate and Postgraduate medical curriculum & assessment*
 - *DOPS (Direct Observation of Procedural Skills)*
 - *Anatomy (laboratory and Living).*

For the following questions please give details for undergraduate and postgraduate separately.¹

[Clarified on 03 May to define 'postgraduate' as graduate medicine as opposed to undergraduate medicine, i.e. students who have previously completed another degree. This definition excludes junior doctor training or physician associate training]

1. *What DOPS are medical students required to perform? Please provide a **DESCRIPTION** (e.g. IV cannulation, setting up an infusion, suturing etc...) of ALL DOPS that are **mandatory** in each year of study (include any repeat DOPS for multiple years if these are assessed during other years too): year 1, year 2, year 3, year 4 and year 5 (final year of undergraduate medicine).*

A description of the DOPS students are required to perform, both optional and mandatory, is within the attached document, FOI_18-095 Appendix A. Please note that DOPS are only mandatory in year 5 of the MBBS programme at UEA.

2. *How is the completion of DOPS assessed? For example: electronically/ on separate paper sheets/ DOPS booklets/ just by observation as part of clinical firm sign off etc.*

Completion of DOPS is assessed on paper sheets, one per assessed skill. Sheets are then manually checked and, as appropriate, a certificate is issued.

3. *Do students need to be formally signed off (signature) for each DOPS skill?*

Yes; one signature is required per each assessed DOPS skill.

¹ Please note that UEA does not offer any postgraduate medicine courses so all responses are solely in relation to undergraduate medicine courses

4. *Is there an opportunity for students to receive feedback?*

Yes; feedback is encouraged verbally and on a written form. Students have the opportunity to repeat DOPS in order to gain further feedback until they achieve a satisfactory standard and obtain a signature certifying competency.

5. *What are the consequences, if any, of failure to successfully perform all the DOPS required?*

Failure to successfully perform all the DOPS required would result in failure to progress from year 5 of the programme (i.e. to graduate).

6. *How many sessions and total number of hours do medical students spend in the anatomy laboratory in each academic year: year 1, year 2, year 3, year 4 and year 5?*

Our response is within the table below:

Year of study	Number of sessions	Total hours
Year 1	14	28
Year 2	11	22
Year 3	14	28
Year 4	4	5
Year 5	3	6

7. *What methods and teaching is used in the anatomy lab, please provide details?*

- a. *Method: Human cadaveric dissection/ Cadaveric prosection/ other method*
- b. *Teaching: Mainly taught/ instructed/ student-led/ other*

- a. Method: Human cadaveric dissection is employed in dissection sessions. Students are given 'breakout' activities in variety of formats, but commonly by way of PowerPoint presentations. Other methods employed include seminars with prosections, use of models and PowerPoint presentations.
- b. Teaching: Teaching is mainly taught and students are also provided with workbooks to complete. Also in use are lab textbooks, a dissection atlas and tablets with anatomy apps as learning resources.

8. *Do you include **living anatomy** in your curriculum? Please give **details** of how these sessions are structured and run?*

Yes, living anatomy is included within the curriculum. Living anatomy sessions are focused on surface anatomy and clinical examination. These are clinician led and divided into sessions for the upper limb, lower limb and back/neuroanatomy.

Students are provided with a workbook detailing the regions they should be examining and how to examine these areas. They are also provided with body paints

to annotate/draw features as appropriate. The students are asked to work in small groups, acting as models/patients for each other.

9. How many **sessions** and **total number of hours** do you cover for living anatomy in academic years: year 1, year 2, year 3, year 4 and year 5?

Our response is within the table below:

Year of study	Number of sessions	Total hours
Year 1	3	6
Year 2	0	0
Year 3	0	0
Year 4	0	0
Year 5	0	0