

Preparing for revalidation

# Personal reflection on discrepancies and adverse events

Tools for improving professional practice in  
clinical radiology

This tool is designed by The Royal College of Radiologists (RCR) to help clinical radiologists to collect the supporting information required for revalidation.

The RCR would also recommend using these methods to help improve professional practice, irrespective of when the first round of revalidation is implemented.

A series of further tools and pro formas is currently in development and will be added in the future.

As the revalidation process develops and changes with implementation, the RCR will review its tools and would expect the portfolio to evolve. Any feedback to assist with this process would be most welcome.

### **Relevant background RCR guidance related to professional performance**

1. *Standards for Self-Assessment of Performance* – includes a range of methods for monitoring personal professional performance
2. *Standards for Radiology Discrepancy Meetings* – including recommendations for attendance rates and documentation of cases discussed
3. *Cancer Multidisciplinary Team Meetings – Standards for Clinical Radiologists* – includes recommendations for attendance and dealing with discrepancies
4. *Standards for patient confidentiality and PACS* – guidance on professional standards for confidentiality related to radiologists' routine work, teaching and research
5. [\*Standards for the communication of critical, urgent and unexpected significant radiological findings\*](#) – includes professional guidance on compliance with NPSA safer practice notice 16 and recording of action taken
6. AuditLive – a selection of recommended audits <http://www.rcr.ac.uk/CRAuditLive>

### **List of radiology-specific tools published**

- *Multisource feedback: recommended specialty-specific questions, generic questions related to performance and guidance for use*
- *Peer review: guidance on the use of double reporting*
- *Self-review of practice for clinical radiologists undertaking interventional procedures*
- *Self-review of practice for diagnostic radiologists*

### **List of generic tools published**

- *Reflection on complaints: a tool for clinical oncologists and clinical radiologists*
- *Reflection on compliments: a tool for clinical oncologists and clinical radiologists*
- *Reflection on serious untoward incidents (SUIs): a tool for clinical oncologists and clinical radiologists*
- *Revalidation audit tool*
- *Revalidation continuing professional development (CPD) summary tool*

# Introduction

The aim of this document is to provide clinical radiologists with a pro forma to allow them to record evidence of personal reflection on discrepancies and adverse events.

## Background

The Royal College of Radiologists (RCR) considers it important to provide tools to help Fellows and members produce supporting information to achieve revalidation, but also more generally to support them in improving their professional practice.

As part of revalidation and as a means of improving professional practice, diagnostic radiologists will be required to demonstrate that they reflect on discrepancies and interventional radiologists that they reflect on adverse events. This process will enable them to make any relevant changes to their practice, resulting in improved patient care. The template within this document allows radiologists to document that they are doing this. Please ensure any patient data entered into the template is anonymised.

The RCR would still strongly recommend that diagnostic radiologists continue to attend local discrepancy meetings<sup>1</sup> and interventional radiologists continue to attend morbidity and mortality meetings but personal reflection should be carried out in addition to this (or instead, if the trust does not hold these meetings).

The RCR has published its specialist standards framework<sup>2</sup> which details the types of supporting information clinical radiologists will need to produce to support their revalidation. Evidence of reflection on discrepancies and adverse events comes under the 'clinical practice' section.

As revalidation processes develop and change with implementation, the RCR will review its revalidation tools and expects them to evolve in time. We would welcome any feedback from radiologists who use the template to assist with this process.

Approved electronically by the Board of the Faculty of Clinical Radiology: 19 April 2010

# Personal reflection on discrepancies and adverse events

## Template

<b>Name</b>	
<b>Date</b>	
<b>Hospital number/relevant attendance or examination number</b>	
<b>Date of examination</b>	
<b>Imaging modality or procedure</b>	
<b>Copy of original report attached?</b> <small>* delete as applicable</small>	Yes No Not applicable*
<b>Describe adverse event/final decision on imaging</b>	
<b>Was it discussed at a discrepancy meeting or morbidity and mortality meeting at which you were present?</b> <small>* delete as applicable</small>	Yes No*
<b>Has the adverse event been reported as a clinical incident?</b> <small>* delete as applicable</small>	Yes No Not applicable*
<b>Personal reflection on the nature of the discrepancy/adverse event</b>	
<b>Points learnt</b>	
<b>Action taken, eg, further reading, learning, examination of other cases etc</b>	

## References

1. The Royal College of Radiologists. *Standards for Radiology Discrepancy Meetings*. London: The Royal College of Radiologists, 2007.
2. The Royal College of Radiologists. *Specialty standards and supporting information for revalidation*. London: The Royal College of Radiologists, 2010.

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