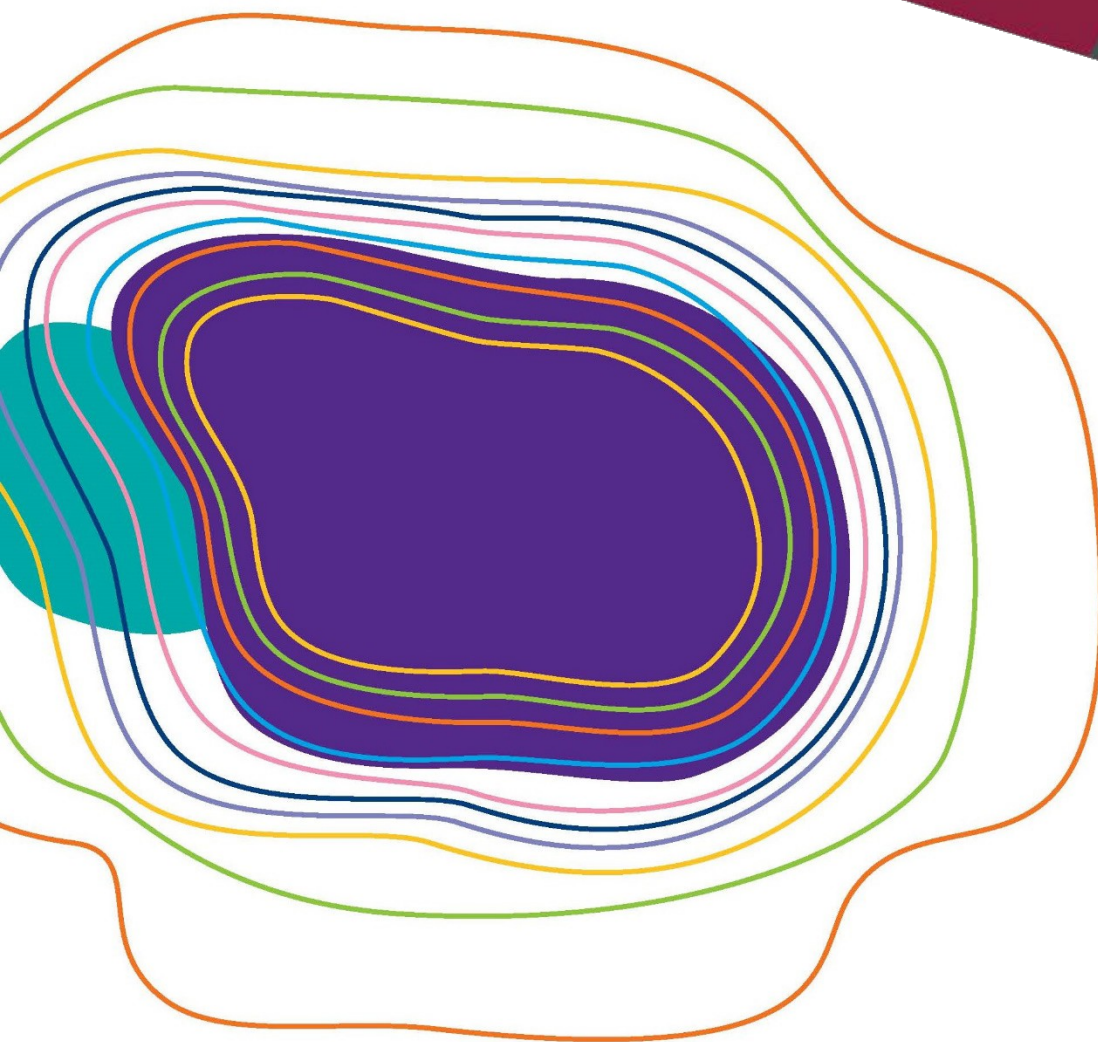


STATISTICAL METHODS, EVIDENCE APPRAISAL AND RESEARCH FOR TRAINEES (SMART) POINTS ACCRUAL INSTRUCTIONS



The Royal Australian
and New Zealand
College of Radiologists*

Faculty of Radiation Oncology



**RADIATION ONCOLOGY
TRAINING PROGRAM**

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STATISTICAL METHODS, EVIDENCE APPRAISAL AND RESEARCH FOR TRAINEES (SMART) PROGRAM

Introduction

Radiation Oncologists need to have competence in appraising the medical literature in order to optimally care for their patients. They also need the skills to understand and participate in Oncology-related clinical (+/- laboratory) research. This requires a good understanding of research methodology and biostatistics.

The SMART program is the component of the Radiation Oncology training program Curriculum that guides the trainee in acquiring these skills. Secondly, it allows documentation of learning and activity in these areas. It is made up of two assessment requirements:

- Original Research Project
- SMART Points Accrual

The SMART program deals with skills mainly within the CanMEDS roles of Scholar and Collaborator, but also Communicator and, of course, Medical Expert.

Trainees can begin the SMART program activities and documenting these as soon as they join the training program, though typically, these skills will be attained as the trainee becomes more familiar with the practice of Radiation Oncology and after the fundamentals of the oncology sciences have been learned.

It is recommended that a suitable research project be identified as soon as practicable with the aid of Clinical Supervisors and the Director of Training. All components are to be completed and submitted by the time the trainee applies to sit the Phase 2 examinations.

This pack includes vital information on the SMART Program, outlines the process for submission of the assessment requirements for both sections, and provides the following attachments: the SMART Points Activity Guide, the SMART Resource List, and the SMART Reporting Template.

SMART POINTS ACCRUAL

Aims of the SMART Points Accrual Component

This section of the program aims to-

- Guide trainees in learning around the skills and knowledge required for appraising the medical literature, especially in relation to Oncology. This is considered necessary both for their training and in preparation for applying best evidence practice to their future independent conduct of the specialty i.e., in caring for patients
- Ensure competence in understanding and applying biostatistical and research methods and principles for the purpose of the above aim, as well as for taking part in clinical research
- Foster interest in this area of Oncology knowledge to assist Radiation Oncologists taking the lead in the conduct of research and clinical trials
- Allow Radiation Oncologists to communicate effectively with their medical and statistician peers in undertaking research activities and in interpreting results.

Description of the SMART Points Accrual Component

The SMART Points Accrual component is designed to be flexible, self-directed and individualised. Trainees will likely collect their points in many different ways. To satisfy the accrual of SMART points component, trainees will be required to attain a minimum of 20 SMART points by taking part in a selection of activities (learning opportunities) linking to learning outcomes within the Scholar, Collaborator and Communicator CanMEDs roles as defined in the Curriculum.

Trainees can begin collecting points as soon as they enter the training program. Twenty (20) SMART points will need to be attained through conduct of an individual selection of suggested activities, documentation of these (in the form of a brief report and/or certificate of completion – see below). All 20 points (or more) must be verified as having been attained by the College before an application can be made to sit the Phase 2 examinations.

Completing this process will meet the assessment requirement. It is recommended that for the trainee's security SMART activities (and points attracted) are completed, documented and submitted to the College well before the trainee plans to apply to sit for the phase 2 examinations.

The following companion documents that will assist the trainee with this assessment requirement:

1. **SMART Points Activity Guide:** Provides suggested activities that link to particular learning outcomes in the Curriculum. Each type of activity provides a learning opportunity to address these learning outcomes. The activity guide will refer a trainee to helpful resources within the SMART resource list. Completion of each activity is linked to an allocation of SMART points, shown in the guide. The guide also shows the manner in which verification of conduct of the activity is required and what comprises 'completion'.
2. **SMART Resource List:** (which includes books, journals, workshops, websites, courses, and other activities). This list provides details of resources that have been identified and vetted by the SMART panel of Radiation Oncologists and Oncology Statisticians to assist the trainee in completing SMART activities.

3. **SMART Reporting Template:** on completion of most activities, a SMART report is to be completed by the trainee and signed by a Supervisor (DoT or other Clinical Supervisor or suitable senior colleague). The SMART report is then submitted to the College Education Officer as verification of completion of the activity.

Important Notes

1. Neither the activity guide nor the resource list is exhaustive, and trainees may meet this requirement using other activities and resources. If advice is needed regarding other activities chosen, this can be obtained via the Education Officer at the College.
2. The Supervisor is encouraged to determine whether the topic examined, and activity performed have progressed the trainee's knowledge. Ultimately, however, it is the responsibility of the trainee to learn from the exercises undertaken and the supervisor is not the arbiter as to whether the activity was completed adequately.
3. For the TROG-FRO SMART workshops, the first workshop attracts 10 points and a second one (should the trainee be able to attend) attracts 5 points. This was designed to ensure that trainees did at least one or two self-directed activities in the SMART guide (or similar). Attendance at one SMART course is recommended but these courses should not be considered compulsory, and trainees (and centres) are certainly not obligated to ensure attendance to more than one course for each trainee.

Process for Completion and Submission

Trainees can begin attaining SMART points from the time they enter the training program.

To attain SMART points, trainees will undertake activities that directly link to learning outcomes under the Scholar, Collaborator and Communicator roles in the Radiation Oncology training program Curriculum. On completion of an activity (whether it be one selected from the SMART Points Activity Guide or one that they have chosen themselves), trainees will complete a SMART report on the reporting template (located on the College website). The Trainee is to retain the associated documentation (evidence) and return it to the College by 31 January together, with other completed assessments using the [Training Assessment Summary Submission Form](#). The report will document the activity, show the links to the Curriculum and CanMEDs roles within this activity, state the number of allocated points and discuss the educational merit of the activity for them as an individual conducting the activity.

Each documented activity must be signed off by a supervisor and the Trainee on the SMART report template. The required method of verification is shown in the SMART Points Activity Guide document. This may include attaching supporting documentation.

Trainees are encouraged to undertake a variety of activities to get the most educational benefit from this component of training. They are also encouraged to do as many activities as they have time and interest for, even if they have reached the minimum 20 points. To reiterate, trainees must keep track of their accumulated points total to ensure that 20 points have been attained as a minimum prior to applying to sit the Phase 2 examinations.

Please note, if you wish to undertake an Activity that is not listed in the Activity Guide please seek College approval, prior to undertaking the Activity.

Diagram for Conduct and Submission

The process for conduct and submission is summarised in the below diagram:

