



BAPS

Visit-based course evaluation using standards

Reviewers involved in evaluating surgical education courses for the purpose of accreditation by the British Association of Paediatric Surgeons are required to determine whether or not a course meets BAPS standards for educational activities. ***Please indicate your views in Tables 1 and 2.***

How do you know if the standards have been met?

Use the evidence you gather during the course visit, as well as the application information from the provider, and the participant feedback, to see if standards for surgical education have been met. A key aspect of this is whether the course enables the participants to achieve the course's learning outcomes – the knowledge, skills or behaviour the participant should achieve through taking the course. Most of standards are related to achievement of learning outcomes. Absence of information from the provider, or expressions of participant dissatisfaction, are evidence that standards have not been met.

Course name:	
Venue:	
Reviewer:	
Job title:	
Reviewer's main place of work:	
Date of course visit:	
Date of review:	
Declaration of interest:	

Table 1: Does the course meet the BAPS standards?

Note: please use the evidence you gather during the course visit, and information in the application documents, to help you decide whether each standard has been met. For example, for Standard 1.1 'have clearly defined learning aim/s which reflect the overall purpose of the activity' – there should be information in the course specification document about learning aims as stated by the course provider (the 'x' in the second column below indicates that the information should be available in the application documents), as well as information provided during the course itself. It is for you, the reviewer, to consider whether the stated aim as set out in the course specification (and any in-course material) is a clearly defined aim that reflects the overall purpose of the activity. With Standard 1.2 'have a clear and appropriate structure and content', use the in-course material available during the visit, as well as the application documents, for information to help you decide whether the Standard has been met.



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Table 1: Meeting the BAPS education standards	x = see application documents for standards information	x = evidence should be available during the course visit	Standard met? Yes / No	Comments (enter n/a where information was not available to enable you to decide)
Domain 1: Knowledge, skills and performance				
The education provider should ensure that the educational activity / event should:				
1.1 have clearly defined learning aim/s which reflect the overall purpose of the activity;				
1.2 have a clear and appropriate structure and content;				
1.3 have delivery methods and a learning environment which are appropriate to the achievement of the learning outcomes;				
1.4 have supporting information and material which are clear, relevant and accessible;				
1.5 have clear and measurable learning outcomes, expressed in terms of the specific knowledge, skills and behaviours that can be demonstrated by participants;				
1.6 provide the educational support and learning resources to enable the participants to achieve the required learning outcomes;				
1.7 have faculty with appropriate qualifications and experience to deliver the activity / event;				
1.8 have, where appropriate, methods of assessment to support participants' development and / or demonstrate that they have achieved their learning outcomes.				



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1.9 have an appropriate proportion of faculty to participants to enable successful learning by participants;				
1.10 have suitable equipment to enhance learning.				
Domain 2: Safety and quality				
The education provider should ensure that the educational activity / event should:				
2.1 ensure that suitable administrative contact is made with participants, and have an efficient and transparent administrative process;				
2.2 demonstrate a continuous quality enhancement process, including opportunities for participant and faculty feedback;				
2.3 comply with relevant regulatory and legislative requirements.				
Domain 3: Communication, partnership and teamwork				
The education provider should ensure that the educational activity / event should:				
3.1 be inclusive and equitable, allowing - where appropriate - dialogue between faculty and participants.				
Domain 4: Maintaining trust				
The education provider should ensure that the educational activity / event should:				
4.1 not be inappropriately influenced or biased by commercial organisations in its content or organisation;				



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4.2 provide the opportunity for faculty to declare any financial or other interest related to the educational activity / event.				

Any other comments you may have about the course:

Table 2: Review outcomes

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Quality assurance	
Approval: do you recommend that this course should be approved by the British Association of Paediatric Surgeons?	
Conditions: This course cannot be approved unless the following conditions are met (if any):	
➤ Time frame:	
Quality improvement	
Recommendations: suggested action/s to enhance an approved course:	
➤ Time frame:	
Comments (if any):	
CPD points* applicable for this course (if any):	

* 1 CPD point should be awarded per hour of educational activity, to a maximum of 6 CPD points per day.