ROBuST in Obstetrics and Gynaecology

Guidance Notes
1. Introduction
The ROBuST package has been developed to provide guidance and materials for local trainers to deliver operative vaginal birth training within their own regions.

ROBuST courses are intended for local delivery to facilitate obstetric trainee attendance, and thus benefit from this teaching at the most appropriate time in their training. This course may also be valuable for any obstetrician wanting to refresh their knowledge and skills.

The training package consists of a Trainers Manual for use by local trainers once they have attended the ROBuST Train the Trainers day, a DVD containing all the presentations and videos for use on local ROBuST Courses, as well as a Course Manual intended for the participants attending local ROBuST Courses. Those attending the Train the Trainers day at the RCOG will be given a manual and DVD at the course and there will be an opportunity to buy additional manuals for other trainers at a later date if needed.

The training package has been designed by a team of clinicians with extensive experience of obstetric simulation training and is intended for local delivery in franchised centres, supported by the RCOG. The aim of ROBuST is to improve training in all aspects of operative vaginal birth, including technical and non-technical skills, to help obstetric trainees gain the necessary competences and confidence required to safely assist and expedite birth in the second stage of labour.

The course can be delivered locally provided that the necessary requirements in terms of facilities, equipment and faculty are met. These guidance notes list the equipment and consumables likely to be needed to run the course (Appendix 1) and also the RCOG franchise application process.

2. Setting up an RCOG approved course
Centres that wish to run this course must first submit an application to the RCOG for approval. This is to ensure that the necessary requirements in terms of facilities, equipment and faculty are met.

To ensure your course is successful we suggest a few areas to consider when setting up your RCOG approved course:

- Ensure your application form is received no later than 6 weeks prior to the course date.
- It is advisable to check the RCOG website for an updated list of RCOG approved ROBuST courses www.rcog.org.uk/events to avoid clashes with nearby courses.
- Please remember the onus is on the centre to ensure the course meets the minimum delegate numbers stated on the application form.

All RCOG educational courses must be run in accordance with RCOG Franchising Policy which can be viewed here: www.rcog.org.uk/franchising-policy
3. **Assessment of delegates**

To get the most out of ROBuST training, it is recommended that trainees access other RCOG training packages e.g. StratOG and EaSi (eLearning and Simulation for Instrumental delivery). It is essential that trainees have a good knowledge of pelvic and fetal head anatomy prior to attending a course, and are able to perform an accurate assessment of fetal position in the second stage of labour.

There is no assessment at the end of the training course. Following attendance at the course, trainees would be expected to undertake supervised clinical practice in the workplace until clinical competences are achieved. Assessment of competence should be made using the standard RCOG OSATS (Objective structured assessment of technical skills) assessment process in clinical practice.

4. **Faculty requirements**

**Convenors**
The Convenor must be a consultant obstetrician/gynaecologist and must be active in the delivery of the course. Course Leads and Trainers must be suitably experienced to train and assess the delegates and it is the responsibility of the Convenor to ensure this.

The Convenor bears the ultimate responsibility to ensure RCOG policies are met, guidelines are followed and revenue is collected and sent to the RCOG.

**Course Leads**
It is expected that Course Leads should be experienced teachers/trainers who have taught on several courses. They will be responsible for organising the teaching sessions each day including allocating lectures to each trainer. The Course Lead must have attended a ROBuST Train the Trainers course run at the RCOG. The Course Lead and Course Convenor can be the same person.

**Trainers**
The Trainers will form the course faculty and should deliver the set lectures and evaluate the delegates. They will be required to teach a minimum of one course held in their local area and participate at the ROBuST course held at the RCOG if required. All Trainers who are unfamiliar with the former ROBuST course should attend the ROBuST Train the Trainers course.

If possible, the local training team should aim to include an experienced midwife, as the course very much emphasises a team approach to managing operative vaginal birth and the importance of effective communication, not only with the woman and her partner, but also between all staff present at the birth.

**Ratio of trainers: delegates**
The course is designed for approximately 9-12 participants and 3-4 trainers (i.e. three obstetricians and one midwife). Ideally there should be at least one facilitator for each of the practical sessions, however this can be adapted for local circumstances.

It is important that all trainers are well prepared and familiar with the contents of the ROBuST training package prior to running their first local course. Therefore, having attended the Train the Trainers (T3) day, it is a good idea to organise a meeting with the other trainers that will be helping to run your local course to jointly review the training materials and the supporting information.
5. **Advertising**

If you have opted for your course to be advertised on the RCOG events webpage ([https://www.rcog.org.uk/en/courses-exams-events/store/](https://www.rcog.org.uk/en/courses-exams-events/store/)), we will use the information provided on the application form to promote the course, i.e. venue, delegate fee, course convenor and how to book. We will aim to have the course published on the events page within 1-3 weeks of receiving the application form.

6. **Evaluation of the course**

In order to continue to monitor the performance of the ROBuST course at the RCOG and regional centres all trainees will be required to complete a feedback survey. Delegates will receive an email from the RCOG with a link, where they will complete the feedback on the course. Once the feedback has been completed, they will receive an email with their certificate of attendance. Delegates must type their names on the certificate and remember to save a copy. They will have only two weeks to ensure they complete the feedback and obtain their certificates, after which the feedback link will be deactivated and the results will be sent to you.

The RCOG reserves the right to review all course records and/or to visit regional courses for evaluation purposes.

7. **RCOG franchising fee**

Franchising fee is **£73.76 + VAT** or **30% + VAT** of the fee charged to delegates, whichever is greater. In practice the 30% fee will apply if you are charging your delegates more than **£243.59 + VAT**, so for the majority of you, the fee will remain the same and there will be no change.

**Minimum number of delegates per course must be 8.**

8. **Manuals**

Within the franchising fee, the RCOG will provide a copy of the course manual for each delegate to keep. Additional copies for course faculty can be purchased as required from Cambridge University Press, at a 20% discounted price.

All faculty who attend the ROBuST Train the Trainers Day will receive a copy of the Trainers Manual and DVD when they attend the day. Additional trainers manuals can be purchased from Cambridge University Press with prior approval from the RCOG. More information will be sent to you once the course is confirmed.
9. Payment
It is the centre’s responsibility to ensure delegate registration fees are collected ahead of the course. Following the course, an invoice will be raised and sent to you via email and this must be paid within 30 days of receipt. This invoice will be based on the final delegate numbers that attended the course or the number stated on your application form, whichever is higher. Where invoices are not paid within 30 days, the RCOG retains the right to suspend any future courses including confirmed dates until the outstanding payment has been received.

10. Cancellation policy
If you are unable to meet the minimum number stated in the application form please contact the Events Team at least 6 weeks before the course. Cancellations must be received in writing one month before the course begins. An administrative charge of £125 will be made on all cancellations made one month or more prior to the course. All cancellations after this date will be subject to an administrative charge of £250. If a decision is made to cancel the above course all material must be returned to the RCOG within 4 weeks of notification, otherwise you may be charged for the materials.

11. RCOG contacts
For further information about the ROBuST Course please contact the Events Team:

Jessica Thorn, Events Co-ordinator
- T: +44 207 772 6423
- E: jthorn@rcog.org.uk

Elouise Chadderton-Illing, Events Administrator
- T: +44 207 772 6312
- E: echadderton-illing@rcog.org.uk

12. Privacy information
For your reference, please see the RCOG privacy information: https://www.rcog.org.uk/en/legal/privacy-policy-cookies/
APPENDIX 1: Technical requirements (provided for guidance)

The Trainers Manual and DVD both contain information to be used during your local course. Included on the DVD are PowerPoint Presentations for use in the lectures, and also other materials such as the RCOG OVB documentation proforma, that should be printed prior to the course. PowerPoint presentations are provided for guidance and not mandatory. Generally, trainee feedback has shown they prefer more "hands-on" sessions than lectures. Short lectures can be used as introduction to practical stations. The Trainers Manual has individual modules that provide guidance on how to run each of the practical, hands-on sessions.

Room requirements
You will need enough rooms (or space in one large room) to run 3 practical stations concurrently, and ideally an additional room with PowerPoint facilities for lectures. Equipment it is vital that the correct equipment is available on the day. There is an equipment list provided for each practical session, including suggestions for training mannequins.

Training mannequins
There are five different training mannequins featured, in the manuals, that the ROBuST development team have found reasonable for simulating/demonstrating the different circumstances of OVB effectively. There may be other mannequins that can be used, depending on the simulation equipment available in your unit/department/region. Below are the manufacturers of the mannequins featured in the ROBuST manuals:

- Desperate Debra – Adam, Rouilly UK
- Model MED – Lucy – ModelMED
- PROMPT Birthing Trainer – Limbs & Things UK
- PROMPT Flex Birthing Trainer – Limbs & Things UK
- SimMOM – Laerdal Medical/Limbs & Things UK

Other equipment
It may be a good idea to have an equipment box, kept in a central location, for storage of the equipment required for the practical sessions, including:

- Example of OVB pack that is used in your unit/region
- Gloves, syringes, blunt drawing up needles, normal saline ampoules (to be used instead of lidocaine)
- Equipment for a pudendal block (sharps protected)
- Laminated copy of the ROBuST OVB Flow Chart – (ABCDE)
- Laminated copy of the RCOG OVB documentation proforma

A contents list on the lid of the box can be helpful to facilitate stocking up after each course. OVB instruments (e.g. Kiellands, Neville-Barnes and vacuum cups) will probably need to be collected from the clinical area on the day of the course and it is important that these are returned to the labour ward at the end of the day, so that the clinical area is not depleted of OVB instruments. Of course, ideally, a set of instruments can be purchased exclusively for the course.
Patient actors
Using a patient actor integrated with a mannequin can increase the realism of the practical sessions and also enhances communication between the team members and the woman. If you have enough participants in the practical hands-on sessions, they could take it in turns to be the patient-actor and provide feedback from a patient’s perspective on the communication of their colleagues. Also, the trainees can learn about the mechanism of labour and the positions of the fetus within the maternal pelvis, by guiding the fetal mannequins through birth canal as the patient actor. Alternatively, one of the training team could be the patient actor if there are not enough trainees.