



Surgery Logbook

**Department of Surgery
Faculty of Medicine
Sabaragamuwa University of Sri Lanka**

Table of Contents

1. Student Identity	2
2. Introduction	3
3. Learning objectives to be achieved during visits to the operating theatre	4
4. General steps in performing a procedure in surgery	5
5. Abbreviations	6
6. Presentation of Case histories	7
7. IV cannulation and setting up a drip	8
8. Transfusion of blood and blood products	9
9. Injections of SC/ IM/ IV	10
10. Suturing of skin wounds	11
11. Removal of skin sutures and drains	12
12. Dressing of wounds	13
13. Insertion of NG	14
14. Digital examination of rectum	15
15. Catheterization of urinary bladder	16
16. Scrubbing and assisting at surgery	17
17. WHO safety check list	18
18. Universal precautions in OT	19
19. Preparation for surgery/ endoscopy/ special imaging	20
20. Communication skills	21
21. Attendance at CPR demonstrations	22
22. Insertion & management of IC tube	23
23. Care of ICU patients and monitoring	24
24. Writing diagnosis cards under supervision	25
25. Observation of basic physiotherapy	26
26. Observation of imaging procedures at the Radiology department	27
27. Procedures to be observed (General surgery)	28
28. Procedures to be observed (Specialities)	29
29. Shadow House Officer program	37
30. Medical student's Self-Assessment of Surgical appointments	39
31. Supervisors' assessment of the student	40

Students Identity

Student's Name:

Batch:

Registration Number:

Students Photograph:



I accepted the Students Logbook on

Signature of the Student:

Signature of the Registrar:

Dear Student,

The Surgery Logbook is designed to guide you during the clinical appointments, to achieve the learning objectives in the Skills Component, laid down under each surgical appointment including the Professorial Surgery appointment. This Logbook will guide you to the Clinical and Procedural Skills you are expected to acquire at different appointments as well as at the end of the MBBS course.

It is the responsibility of the student to maintain the logbook updated and make it available for inspection by the teachers. The updated logbook should be available with the student at the end of Professorial appointment Viva, and the examiners may ask some questions based on the logbook entries.

This Logbook must be completed and handed over to the Department of Surgery, with the Student Record Book and the Clinical Appointment Card, at the end of Surgery Professorial appointment. The Logbook will be returned to the student before the commencement of the Final MBBS examination.

As adult learners the students are expected to perform some procedures under supervision (PS), while some should be observed (O), for the purpose of learning.

The students are expected to possess the required theoretical knowledge, including indications, preparation, correct technique & the possible complications, before any attempt is made to perform a procedure under supervision.

It is recommended that the students make use of the facilities available in the Skills Lab/ Simulation Centre, to practice some of the procedures before performing those on real patients.

It is mandatory that the students obtain the required consent for the procedure after explaining.

The students are expected to obtain the signature of the authorized supervisor of the procedure soon after the procedure, certifying that the procedure was performed or observed satisfactorily.

During the Surgical Training Program, the students are provided with the following opportunities and facilities to acquire the desirable Clinical & Procedural Skills at an appropriate level of competence.

1. In the surgical wards
2. At the surgical clinic
3. Visits to the OT
4. Visits to the ICU.
5. Shadow House Officer Program
6. CPR sessions conducted by the Hospital
7. At the Skills Lab/ Simulation Centre.
8. On-line access to videos on various surgical procedures.

Learning objectives, to be achieved during visits to the Operation Theatre

1. Surgical scrubbing technique
2. Skills of assisting at an operation
3. WHO surgical safety check list
4. Identification & explain the functions of basic equipment- Anaesthetic machine, Suction apparatus, Diathermy, Laparoscope etc.
5. Identification & explain the functions of basic surgical instruments
6. Display of pre-op images etc.
7. Anaesthesia technique
8. The format of writing operation notes
9. Monitoring patients in the recovery room.
10. How the specimens obtained during surgery are dispatched to the laboratory.
11. Practice of 'Universal Precautions

Steps in Performing a Procedure in Surgery

In surgical practice it is common that health care workers perform 'Procedures' on patients, under different circumstances. The procedures carried out may be for the purpose of diagnosis, treatment or for both. These procedures could be simple, like insertion of a nasogastric tube or complex like liver transplantation. Some procedures are carried out as emergencies while others are done as pre-planned procedures.

It is essential that the health care professionals who perform these procedures, irrespective of the nature of the procedure, should adhere to a general format as indicated below, to ensure the best possible outcome while ensuring the safety of the patient.

1. **Indications** – Diagnostic, Therapeutic or both.
2. **Consent**
3. Measures to ensure **patient safety**.
4. **Planning**
 - a. Place (bedside, treatment room, OT)
 - b. Anaesthesia/ Analgesia?
5. **Preparation**- get ready with the resources needs.
 - a. Human resource- assistants etc.
 - b. Material – Medication, instruments, sutures, dressings etc.
6. **Doing the procedure in proper sequence of steps**
 - a. Position of the patient
 - b. Steps of the procedure & findings
 - c. Sutures, drains & dressings etc.
7. Plan the **follow-up management**
8. **Documentation.**
 - a. Date and time the procedure was carried out/ By whom.
 - b. Type of anaesthesia used if any
 - c. Medication used if any
 - d. Important aspects of the procedure, Important findings, sutures, drains etc.
 - e. Instruction for management & Follow-up plan

The students are strongly advised to go through the whole list of procedures you are expected to perform under supervision or observe during the Surgical Training Program and be familiar with the needs at the beginning of the training program.

Most of the procedures listed below can be carried out during any surgical appointment, while the mandatory requirements are indicated as 1st Surgery, Professorial and under Special Appointments.

The students are expected to keep the Logbook updated and ready for inspection by the teachers at any time during the appointments.

Abbreviations:

- PS – Performed under supervision
- A - Assisted
- O - Observed
- BHT – Bed Head Ticket
- SC – Subcutaneous
- IV – Intravenous
- IM – Intramuscular.
- IC tube- Intercostal tube
- NG tube – Nasogastric tube
- ICU – Intensive Care Unit
- ABPI- Ankle Brachial Pressure Index

1. Presentation of case histories

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01						
1 st Surgery	02						
1 st Surgery	03						
2 nd Surgery	04						
2 nd Surgery	05						
2 nd Surgery	06						
Professorial	07						
Professorial	08						
Professorial	09						
Professorial	10						

2. IV canulation & setting up a drip

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / O	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							
Professorial	07							

3. Transfusion of blood & blood products

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>PS / O</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01							
1 st Surgery	01							
2 nd Surgery	02							
2 nd Surgery	03							
Professorial	04							
Professorial	05							

4. Injections SC/ IM/ IV

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / O	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
1 st Surgery	03							
2 nd Surgery	04							
2 nd Surgery	05							
2 nd Surgery	06							
Professorial	07							
Professorial	08							
Professorial	09							
Professorial	10							

5. Suturing of skin wounds

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / A	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							

6. Removal of skin sutures and drains

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / A	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							

7. Dressing of wounds

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / A	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
2 nd Surgery	05							
Professorial	06							
Professorial	07							

8. Insertion of NG tube

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / O	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							

9. Digital examination of the rectum

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01						
1 st Surgery	02						
2 nd Surgery	03						
2 nd Surgery	04						
2 nd Surgery	05						
Professorial	06						
Professorial	07						
Professorial	09						

10. Catheterization of urinary bladder

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>PS / A/O</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
Skills lab	01							
1 st Surgery	02							
Urology	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							

11. Scrubbing & assisting a surgery

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>PS / A</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
2 nd Surgery	05							
Professorial	06							
Professorial	07							
Professorial	08							

12. WHO surgical safety check list

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / O	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							

13. Universal precautions in OT

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>PS / O</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01							
2 nd Surgery	04							
Professorial	07							
Professorial	08							

14. Preparation for surgery/ endoscopy/ special imaging

Appointment	No	Date	Name of patient	BHT	Diagnosis	PS / O	Comments	Signature of the supervisor
1 st Surgery	01							
1 st Surgery	02							
1 st Surgery	03							
2 nd Surgery	04							
2 nd Surgery	05							
2 nd Surgery	06							
Professorial	07							
Professorial	08							
Professorial	09							
Professorial	10							

15. Communication skills

Activity	Appointment	No	Date	Name of patient	BHT	PS/O	comments	Signature of the Supervisor
Obtaining informed consent for surgery	1 st / 2 nd Surgery	01						
	Professorial	02						
Breaking bad news	1 st / 2 nd Surgery	01						
	Professorial	02						
Post-op advice on discharge	1 st / 2 nd Surgery	01						
	Professorial	02						
	Professorial	03						
Writing a referral letter	Professorial	01						

16. Attendance at CPR demonstrations

Appointment	No.	Date	Comments	Signature of Supervisor certifying attendance
5 th or 6 th semester	01			
7 th or 8 th semester	02			
Professorial	03			

17. Insertion & Management of IC tube

Activity	Appointment	No	Date	Name of patient	BHT	Diagnosis	PS/O	Comments	Signature of the Supervisor
Insertion of IC tube	1 st / 2 nd Surgery	01							
	Professorial	02							
Management of a patient with IC tube	1 st Surgery	03							
	2 nd Surgery	04							
	2 nd Surgery	05							
	Professorial	06							
	Professorial	07							

18. Care of ICU patients and monitoring

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Comments</i>	<i>Signature of the supervisor</i>
1 st Surgery	01						
2 nd Surgery	02						
2 nd Surgery	03						
Professorial	04						
Professorial	05						

19. Writing diagnosis cards under supervision

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Comments</i>	<i>Signature of the Supervisor</i>
1 st Surgery	01						
2 nd Surgery	02						
2 nd Surgery	03						
Professorial	04						
Professorial	05						
Professorial	06						

20. Observation of basic physiotherapy procedures in-ward & at the Physiotherapy Unit

<i>Appointment</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Physiotherapy procedure</i>	<i>Comments</i>	<i>Signature of the Supervisor</i>
1 st Surgery	01							
1 st Surgery	02							
2 nd Surgery	03							
2 nd Surgery	04							
Professorial	05							
Professorial	06							
Professorial	07							

21. Observation of imaging procedures at the Radiology Department

<i>Imaging Procedure</i>	<i>No</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>Diagnosis</i>	<i>Comments</i>	<i>Signature of the Supervisor</i>
Ultrasound Scan	01						
CT scan	02						
MRI Scan	03						
PTC/ ERCP	04						
Arteriogram	05						
Barium study of GUT	06						

22. Operations/ Procedures to be observed during General Surgical appointments

<i>Surgical Procedure</i>	<i>Appointment</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>A/O</i>	<i>Comments</i>	<i>Signature of the Surgeon</i>
Fine Needle Aspiration Cytology (FNAC)							
Drainage of an abscess							
Wound debridement							
Herniotomy							
Hydrocelectomy							
Appendicectomy							
Thyroidectomy							
Cholecystectomy							
Laparotomy for acute abdomen							
Mastectomy							
Amputation- lower limb							
Circumcision							

23. Operations/ Procedures, to be observed during special appointments

Anaesthesiology

<i>Procedure</i>	<i>Competency level</i>	<i>Date</i>	<i>Name</i>	<i>BHT</i>	<i>comments</i>	<i>Signature of the Anaesthetist</i>
Maintenance of airway (1)	Observe					
(2)	Perform under supervision					
(3)	Perform under supervision					
Endotracheal Intubation (1)	Observe					
(2)	Observe					
(3)	Perform under supervision					
(4)	Perform under supervision					
Spinal tap (1)	Observe					
(2)	Observe					
Insertion of Central V. Catheter (1)	Observe					
(2)	Observe					
Insertion of Arterial Catheter (1)	Observe					
(2)	Observe					
Regional Anaesthetic technique (1)	Observe					
(2)	Observe					

ENT Surgery

<i>Surgical Procedure</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>PS/A/O</i>	<i>comments</i>	<i>Signature of the Surgeon</i>
Indirect Laryngoscopy						
Direct Laryngoscopy						
Removal of foreign body from nose /ear						
Nasal packing for epistaxis						
Tracheostomy						
Nasal Polypectomy						
Septoplasty						
Tonsillectomy / Adenoidectomy						

Neurosurgery

<i>Surgical Procedure</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>A/O</i>	<i>comments</i>	<i>Signature of the Surgeon</i>
Head injury observation using Glasgow Coma Score						
Management of an unconscious patient						
Interpretation of Imaging in Neurosurgery						
Burr-hole surgery						
Craniotomy						

Ophthalmology

Surgical Procedure	Date	Name of patient	BHT	PS/A/O	comments	Signature of the Surgeon
Ophthalmoscopy						
Removal of foreign body / cornea & conjunctiva						
Incision & Drainage of Chalazion						

Orthopaedic surgery

<i>Surgical Procedure</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>PS/A/O</i>	<i>comments</i>	<i>Signature of Surgeon</i>
Application of broad arm sling/ collar & cuff						
Application of skin traction						
Application of POP casts to limbs						
Removal of POP cast						
Wound excision in compound fracture						
Arthroscopy						
Carpel tunnel decompression						
MUA- Colles's fracture						
Application of POP cast- lower limb						
Internal fixation of fractured forearm bones						
Surgery for fracture neck of femur						
Internal fixation of fracture femur						

Paediatric Surgery

<i>Surgical Procedure</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>PS/ A/ O</i>	<i>comments</i>	<i>Signature of the Surgeon</i>
Examination of a neonate with a surgical problem						
Insertion of a NG tube to a child						
Interpretation of Chest & Abdomen X rays in Children						

Vascular Surgery

<i>Surgical Procedure</i>	<i>Appointment</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>PS/A/O</i>	<i>comments</i>	<i>Signature of the Surgeon</i>
Measurement of ABPI using hand-held doppler							
Injection sclerotherapy for varicose veins							
Vascular by-pass procedure							

Urological Surgery

<i>Surgical Procedure</i>	<i>Date</i>	<i>Name of patient</i>	<i>BHT</i>	<i>PS/A/O</i>	<i>comments</i>	<i>Signature of the Surgeon</i>
PR digital examination of prostate gland						
Cystoscopy						
ESWL						
PCN						

24. Shadow House Officer Program During Professorial Appointment

<i>Name of the House Officer shadowed</i>	<i>Ward</i>	<i>Date</i>	<i>Comments</i>	<i>Signature of the House Officer</i>
1.				
2.				
3.				

Shadow House Officer Program

(During Professorial Appointment)

Each student should follow (shadow) an intern house officer for 24 hours (7am. to 7am following day), observe and do under supervision what the intern House Officer has to do as part of his/her duties. This should be done twice during the appointment.

This includes accompanying and participating in all the activities of the Intern House Officer, including attending to emergencies and doing night rounds.

The usual tasks of an Intern House officer include the following:

1. Ward rounds, with the Seniors and alone
2. Clerking patients, maintain daily states & make presentations to the Seniors
3. Filling out investigation request forms
4. Writing referrals to be checked by Seniors and signed
5. Communication with the patients & relatives. informed Consent, keep the patient updated on the plan of management & advice on discharge
6. Peri operative care of patients
7. Venipuncture - withdrawal of blood
8. IV access & setting up drips
9. Injections - IV, IM
10. Insertion of bladder catheters
11. Insertion of NG tubes
12. Supervision of dressing of wounds
13. Writing discharge summaries & diagnosis cards
14. Attending to emergency calls from the ward as first on call
15. Keeping the Seniors informed and seek advice when appropriate

Medical Student's Self-Assessment of Surgical Appointments

Appointment:

	Relevant to the objectives of the appointment, I am able to;	Excellent	Very good	Good	Poor	Very good	Did not have exposure
1	Take an appropriate history						
2	Perform an examination of a patient						
3	Decide on the investigations needed to manage						
4	Exercise clinical judgement to establish diagnosis						
5	Explain the principles of management						
6	Manage common emergencies						
7	Present the gathered patient information for decision making						
8	Effectively communicate with the patients and with healthcare workers						
9	Perform the procedures under supervision – procedures relevant to the appointment						
10	Achieve the objectives of the appointment (overall)						

Supervisors' Assessment of the student

Appointment:

	Relevant to the objectives of the appointment, I am able to;	Excellent	Very good	Good	Poor	Very good	Did not have exposure
1	Take an appropriate history						
2	Perform an examination of a patient						
3	Decide on the investigations needed to manage						
4	Exercise clinical judgement to establish diagnosis						
5	Explain the principles of management						
6	Manage common emergencies						
7	Present the gathered patient information for decision making						
8	Effectively communicate with the patients and with healthcare workers						
9	Perform the procedures under supervision – procedures relevant to the appointment						
10	Achieve the objectives of the appointment (overall)						

Dr. Ranjan Dias