ROYAL AUSTRALASIAN COLLEGE OF SURGEONS

Quick Reference Guide for MALT SNOMED Logbooks for General Surgery SET and IMGs

From February 2016, all MALT logbooks were progressively moved to using SNOMED for the procedure lists. The MALT team has collaborated with the Board in General Surgery to develop a procedure list specifically for General Surgery which incorporates the entire 15,000 available SNOMED terms.

This guide describes the changes to your logbook and provides examples and tips on using the enhanced user interface as well as a section on selecting a supervisor in MALT.

CASE ENTRY – enhanced user interface allows:

- Procedures can be marked as 'favourites' by clicking on ⭐ (see 1 below). 'Recently used' and 'most used' filters also available.

- Non operative procedures are no longer a requirement of your logbook – entering cases on the Non Operative Management tab is optional.

- Multiple procedures per case can be entered (previous board terms may now present as two terms).

- If there are procedures that you are unable to find or feel are missing, the 'Can't find your procedure' link sends a query email to the MALT helpdesk. (see 2 below)

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BOARD REPORTING TERMS

- Not all of the procedures are listed on the Board Approved Logbook Summary Report (LSR). However all procedures are counted in the LSR.
- 'Board reporting terms' are the procedures that the board specified to appear on the LSR. The SNOMED procedure list is relational allowing procedures to 'roll up' and be counted on the LSR e.g. 'laparoscopic repair of obstructed incisional hernia with prosthesis' reports as 'miscellaneous procedures' and 'resection of liver' reports as 'Operation on liver' on the LSR (see 3 below).

- A new supervision level of Partial Primary Operator is now available (see 4 above)
- An additional 'Timing' field is now mandatory for each procedure (see 5 above)

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SELECTING A SUPERVISOR <u>A Supervisors Role in MALT</u>

Each Trainee should have **a single Nominated Supervisor per rotation**, who is responsible for approving ALL cases referred to them. A Nominated Supervisor undertakes the role of Training Coordinator or Surgical Supervisor for Trainees at their hospital.

Trainees use the **Alternate Supervisor** field in MALT to record the names of surgeons present in theatre with them during a procedure. Alternate Supervisors can log in to MALT to view any cases they were supervising in theatre and can add comments to the cases if they wish. **They are not responsible for approving Trainee cases in MALT.**

The Nominated Supervisor is able to consult with the Alternate Supervisor for verification purposes prior to approving cases if they wish.

<u>Setting the Nominated Supervisor and Alternate Supervisors on the MALT Account Screen</u>

The first time you access MALT, you need to complete the account set up which consists of setting the following fields on the Account page:

- Nominated Supervisor
- Hospital/s
- Alternative Supervisors - The Alternate Supervisor field is not mandatory but is used to list surgeons that are present with you in theatre.

Changes to the Nominated Supervisor and Hospital should be made at the start of each new rotation.

<u>Automated email notification to Supervisor upon selection</u>

MALT will automatically generate and send an email entitled "MALT Supervisor nomination" to each Supervisor the first time a Surgeon is selected as a Nominated or Alternate Supervisor.

<u>Supervisor Selection within Cases</u>

The Nominated Supervisor selected on the Account screen is used to populate the Supervisor field in all new cases. The Alternate Supervisor for each case can be selected from a drop-down list, which is populated from the Alternate Supervisors listed on the Account Screen.

If you are unsure as to who to select as your Nominated Supervisor within MALT then please contact your GSA Regional Executive Officer. Contact details are available on the GSA website.

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FURTHER INFORMATION

[MALT webpage](#)

[MALT support material](#)

[MALT - SET in General Surgery webpage](#)

[MALT – IMG webpage](#)

NEED HELP?

MALT Helpdesk

For assistance using the system, please contact the MALT helpdesk on +61 8 8219 0939 or at malt@surgeons.org

RACS IT Helpdesk

For assistance with College website credentials (username and password) please contact the RACS IT helpdesk on +61 3 9276 7422 or at help.desk@surgeons.org