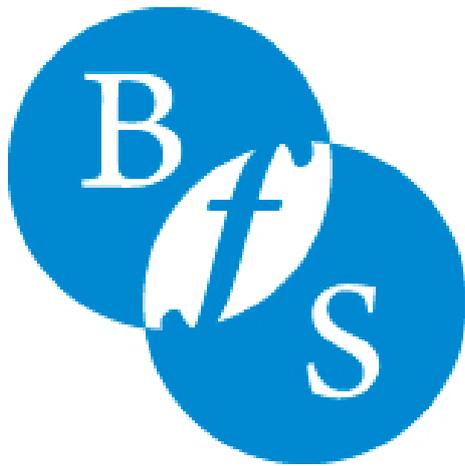


Training Module in Fertility Preservation



British
Fertility
Society

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Introduction

With the increased long-term survival of cancer treatment, the issue of fertility preservation is becoming more and more important. Other non-cancer treatments (medical and surgical) may also have a detrimental affect on fertility and hence fertility specialists need to be fully aware of the implications of such treatments on future fertility and the options available for fertility preservation before and during such treatments.

This course compliments the BFS advanced training skills module in Fertility Preservation and is aimed towards clinicians and nurses practicing in the field of fertility and cancer treatment.

Once trained, the trainee should have:

Acquired an understanding of:

- i. The epidemiology of male and female cancers and their effect on fertility
- ii. The effect of various chemotherapeutics and radiotherapy on gonadal function
- iii. The current HFEA legislation pertaining to embryo and gamete long term crypreservation
- iv. Options available for fertility preservation

Developed the capacity to:

- i. Work within a multidisciplinary group (including cancer and fertility specialists) to plan for fertility preservation treatment and to be able to communicate quickly and effectively with other members of the team
- ii. Counsel men and women due to undergo fertility compromising treatment regarding the potential effect of the treatment on their fertility
- iii. Assess the available options available to each patient on an individual basis
- iv. Arrange appropriate investigations for males and females planning for fertility preservation treatment.
- v. Interpret the results of investigations, including hormonal assessment and assessment of ovarian reserve before and after treatments that may compromise fertility (e.g. chemo and radiotherapy)
- vi. Counsel patients appropriately regarding options available to restore fertility after completion of fertility compromising treatment.
- vii. Setup and coordinate a fertility preservation service

Entry Criteria

The following criteria must be satisfied:

- The trainee must have the approval of a tertiary level fertility unit (IVF), who will act as the training centre
- The trainee must already have experience (or in the process of acquiring experience) in assisted conception techniques.
- The trainers must be working in or have an affiliation to a tertiary level fertility unit. If a sole trainer does not have the requisite skills to complete all aspects of training then two supervisors would be acceptable

Registration for the training module can only be made when the above has taken place.

Training program components

The following are essential components of the training program and all of them must be completed:

Trainees should register at the commencement of special skills training with the BFS and the Trainer(s) should support the application for training

The named trainers must sign an educational contract confirming that he/ she is able and willing to provide the training contained in the module. The Trainer(s) must be skilled in infertility and assisted conception treatment and have the equivalent of 2 sessions per week devoted to the area. The trainer will agree to supervise the trainee throughout the module. Where parts of the module require the input of other trainers, It is the responsibility of the trainer to ensure that the professional to whom the duty of training is delegated is sufficiently competent, willing and able to teach the trainee.

The Trainee must attend the BFS Fertility Preservation Study Day. The study day will complement the essential knowledge component of training for this module. The study day must be attended during the time of training and when the logbook is being completed.

Training will be deemed to be complete when all components logbook (guide to learning) have been completed to the satisfaction of the Trainer(s) and the study day has been attended. At that point all documentation will be sent to the BFS for approval and a certificate of completion will be sent if the training module has been completed satisfactorily.

The Guide to Learning (logbook)

The guide to learning defines the skills required for the Fertility Preservation module. Completion of the guide to learning document will allow the trainer and trainee to monitor progress and identify learning needs over the course of training. It is important to note that the guide to learning is a record of **competence** as well as **experience**. The trainer and trainee will review the progress of training every month. Competence will be documented by the trainer signing the appropriate sections of the guide to learning. Progress will be documented through the trainer signing off the appropriate sections of the guide to learning when knowledge has been acquired and independent clinical competence reached, as appropriate. **It is imperative that all trainees appreciate that their progress has to meet standards that satisfy the trainer. At the end of the training programme, the trainer has to certify that the skills attained by the trainee are to his / her satisfaction.**

Application for training centre recognition and trainer's contract

To be eligible as a training centre in Fertility Preservation the following criteria must be met:

- The centre should have an adequate clinical workload incorporating a comprehensive range of fertility treatments including IVF and ICSI.
- The trainer must agree to carry out monthly appraisal of the trainee's progress and records kept of such meetings

Trainee application for registration for the training module

Trainees seeking to register for training in the Fertility Preservation module should:

- Be a member of the British Fertility Society
- Undertake training over an agreed period of time, no less than six months and no more than 12 consecutive months in a unit recognised as a 'Training Centre' by the Society, under the guidance of a designated BFS trainer. Should the trainee require more than 12 months they should write to the chairman of the BFS Training Subcommittee explaining the reason for extending the training period and to agree a suitable time frame for completion.
- Provide payment of £150 upon application payable to the British Fertility Society

Certification

1. When training is complete, the Notification of Completion of Training form together with the other required information should be sent to the BFS. A certificate stating that the trainee has completed the certification module will be issued.
2. The trainee is required to submit for scrutiny:
 - the BFS Fertility Preservation Study Day certificate of attendance
 - the signed guide to learning
 - the record of appraisal
 - the notification of completion form
3. Should the Training Sub-committee not be fully satisfied of the completion of training, a written report and suggestions for remedial training will be sent to the trainer and a copy to the trainee.

Guide to Learning

The trainee should sign and date when they consider that the knowledge targets of the guide have been achieved (clear boxes). The trainer should sign off independent clinical skills competence targets (shaded boxes).

1. The Epidemiology of cancer

The trainee should understand and be able to:

Discuss current cancer trends

Date:

Discuss current cancer survival trends in the young age groups

Date:

Discuss current male and female fertility trends

Date:

Section Completed

Date:

2. Gonadal and germ cell structure and development

The trainee should understand and be able to discuss:

The embryological development of the male and female gonads

Date:

Spermatogenesis and oogenesis

Date:

Hormonal control of ovarian and testicular function

Date:

The effect and choice of chemotherapy and radiotherapy

Date:

Individual and environmental factors affecting testicular and ovarian function

Date:

Section Completed

Date:

3. Cancer treatment and male fertility

The trainee should be able to demonstrate an understanding of:

The effects of cancer treatment on spermatogenesis

Date:

Correct assessment of male fertility (semen analysis and endocrine profile)

Date:

Sperm banking

Date:

Relevant HFEA consent procedures pertaining to sperm storage and usage

Date:

Long term (late effects) of cancer treatment on male gonadal function

Date:

The later use of cryopreserved sperm

Date:

Section Completed

Date:

4. Cancer treatment and female fertility

The trainee should be able to demonstrate an understanding of:

The menstrual cycle and ovulation

Date:

The effect of cancer treatment on the ovarian reserve

Date:

Assessment of ovarian reserve

Date:

Oocyte vs. embryo cryopreservation

Date:

Ovarian tissue banking

Date:

Current place of uterine transplantation

Date:

Methods to protect the ovary from the effects of chemo and radiotherapy

Date:

Relevant HFEA consent procedures pertaining to oocyte and embryo cryopreservation and usage

Date:

Discuss the later use of cryopreserved oocytes and embryos

Date:

Long term (late effects) of cancer treatment on female gonadal function

Section Completed

Date:

6. Assisted Reproductive Techniques for Fertility Preservation

The trainee should be able to:

Discuss controlled ovarian stimulation regimens for fertility preservation

Date:

Counsel patients regarding the process of controlled ovarian stimulation

Date:

Organise in a timely manner a cycle of controlled ovarian stimulation including cycle start.

Date:

Date:

Discuss the use of adjuvant drugs during the stimulation cycle (e.g. Letrozole, GnRH analogues and Tamoxifen)

Date:

Section Completed

Date:

7. Psychological Aspects of Fertility Preservation treatment

The trainee should be able to discuss:

The psychological effects of cancer treatment

Date:

Physical and psychosocial recovery after cancer treatment

Date:

Factors influencing the decision-making process for women and men contemplating fertility preservation

Date:

Local facilities for counselling

Date:

Section Completed

Date:

8. Ethical and Legal Aspects

The trainee should be able to discuss the ethical and legal aspects of relevant issues including:

Relevant HFEA Legislation

Date:

Medical confidentiality

Date:

Consent

Date:

Issues regarding the posthumous use of gametes or embryos

Date:

Section Completed

Date:

11. Administration

The trainee should be given some administrative experience and responsibility, which will allow him/her to acquire skills relevant to the future provision and organisation of clinical services in this area

Date:

Section Completed

Date:

Record of Appraisal

Date	
Learning targets achieved	
Guide to Learning progress	
Targets for next month	
Trainee signature	
Trainer signature	

Please complete and return the form preferably by email to:
bfs@profileproductions.co.uk

Or post to: BFS Secretariat C/o Profile Productions Ltd
Boston House, 67-75 Boston Manor Road, Brentford, TW89JJ
t: +44 (0)20 3725 5849 f: +44 (0) 844 507 0578



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Notification of Completion of Training Module

(To be completed by trainer)

I certify that

.....
has completed the training module in Fertility Preservation to my satisfaction.
I confirm that I have had regular assessment sessions with the trainee
and each of the required skills in the logbook has been attained.

Date of commencement of practical training: __ __/__ __/__ __

Date satisfactorily completed study day __ __/__ __/__ __

Trainee name:

.....

Trainee signature: Date:.....

Trainer(s) in charge of training:

Trainer name: **Date:**.....

Trainer signature: **Department address:**.....

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Please complete and return the form preferably by email to:
bfs@profileproductions.co.uk

Or post to: BFS Secretariat C/o Profile Productions Ltd
 Boston House, 67-75 Boston Manor Road, Brentford, TW89JJ
 t: +44 (0)20 3725 5849 f: +44 (0) 844 507 0578



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Trainee Feedback Form

Trainee name: BFS Member No:

Module Completed:

Training Centre:

Trainer Name:

	not applicable	strongly disagree	disagree	ambivalent	agree	strongly agree
I was able to complete the module in the agreed time period (6-12 months)						
I received help and support from the BFS Office as necessary						
My trainer set me realistic targets at our appraisal meetings						
I have been given appropriate feedback from my trainer on my performance						
This course has met my needs regarding my professional development						
I would recommend this certification module to my colleagues/peers						
I would recommend this training centre to my colleagues/peers						

Trainer Review

Please rate the performance of your main BFS trainer.

	very poor	poor	satisfactory	good	excellent
Approachability					
Supportive					
Teaching					
Regular and Constructive Appraisals					

If applicable please rate the performance of any additional trainers.

Trainer Name:.....

	very poor	poor	satisfactory	good	excellent
Approachability					
Supportive					
Teaching					
Regular and Constructive Appraisals					

What is the next training course that you are considering enrolling on?

.....

What other areas of training would you recommend that the BFS investigate?

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Other comments:

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.....

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Trainee signature:.....