

MANAGEMENT OF MEDICAL EMERGENCIES IN THE GENERAL PRACTICE

Reinforcing Post Course Activity Report

Instructions for completing this report:

It is a requirement of the RACGP that you complete a reinforcing activity after completing the Management of Medical Emergencies in the General Practice course. The activity must be completed and submitted to Cynergex before any QI/CPD points can be awarded to you via the RACGP website.

Purpose of post-course activity:

This activity is designed to assist you, in ensuring, you have the systems and processes in place for both you and your team to achieve the best outcomes for your patients, should an unexpected medical emergency occur.

Please complete the following analysis of your current processes and include any action you will be taking following your review.

Please submit your report to Cynergex Group by email: Frances.fahey@cynergexgroup.com.au within TWO WEEKS of completing the course.

Name: _____ QI/CPD Number: _____

Practice: _____ Date of course attended: _____

	Currently in place (please tick)	If you answer NO to any area what action is to be taken?
POLICY		
Does your surgery have a written policy for the management of medical emergencies?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the policy include a procedure detailing the roles of the following? If yes, please describe:		
The practitioner/s	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The practice nurse/s	<input type="checkbox"/> Yes <input type="checkbox"/> No	
The role of reception	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Questions continue on following page

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Cynergex Group Pty Ltd **Informing, Educating and Supporting**

Head Office: 37/2 Chaplin Drive, Lane Cove West, NSW 2066

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Currently in place
(please tick)

If you answer NO to any area what action
is to be taken?

EQUIPMENT Does the practice maintain relevant emergency equipment? Such as:

Oxygen and pulse oximetry?

Yes No

AED and 12 lead ECG?

Yes No

Effective airway management tools?

Yes No

Relevant drug kit?

Yes No

TRAINING

Is there In-Practice training in managing medical
emergencies?

Yes No

QUALITY IMPROVEMENT Does your practice have in place a post event debrief which allows:

The identification of what went well?

Yes No

The identification of areas for improvement?

Yes No

Can all staff contribute to this process?

Yes No

Has this been utilised before?

Yes No

If yes, what improvements have been made
to the plan?

Is the plan revisited at regular intervals to ensure
that it is still valid, reflects the current people
working at the practice and that they are aware
of the plan?

Yes No

Thank you for completing this activity.
Upon completion click here to submit this form via email to Frances.fahey@cynergexgroup.com.au

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