

BASHH



STIF INTERMEDIATE TRAINEE QUICK REFERENCE GUIDE

NOVEMBER 2024



STAGE 1: BEFORE REGISTRATION

1 Trainee arranges clinical attachment with Registered Competency Trainer

2 Trainee registers application for STIF Competency Pathway with [STIF secretariat](#)

3 Trainee reads the most recent handbook/guide and process flowchart and e-learning advice for the information relevant to the curriculum they plan to follow

4 While waiting for registration to be processed, trainee commences e-learning [on eLfH platform](#)

5 Once registration fee has been paid, BASHH STIF administration will set up the ePortfolio account and a username and password will be issued. The e-portfolio account must be activated by logging in.

STAGE 2: WITHIN FIRST 4-6 WEEKS FOLLOWING REGISTRATION

6 Trainee completes Learning Needs Assessment on e-portfolio

7 Trainee should begin with e-learning before starting clinic assessments; the eLfH record must be linked to the e-portfolio (see handbook and <https://www.youtube.com/watch?v=j5cCHLDCXj4>)

8 Trainee arranges to meet with Registered Competency Trainer to complete 'Initial meeting with primary trainer' supervision form on e-portfolio which will

- Ensure trainee has completed Learning Needs Assessment on e-portfolio and review
- plan clinical attachment(s)
- decides on audit topic*

**audit included in Advanced, SHA and STIF-NHIVNA Advanced pathways*

9 STIF Competency training commences

STAGE 3: TRAINING and ASSESSMENT

9. STIF Competency training continues

10 Interim Meeting(s): Trainee meets with Registered Competency Trainer and 'interim meeting with primary trainer' form is completed.
for Intermediate/Integrated/SHA meeting is midway, for Advanced pathways, several interim meetings are expected

11 Trainee collects Patient Feedback Forms (download from 'information' in the e-portfolio). These are discussed with trainer and **uploaded by trainee** to the 'personal library' in their e-portfolio

12 Trainee collects Multi-source Feedback (download from 'information' in the e-portfolio). These are discussed with trainer and **uploaded by trainee** to the 'personal library' in their e-portfolio
[Advanced and STIF-NHIVNA Advanced only]

13 Trainee undertakes audit and presents results to Departmental Meeting. Summary completed on e-portfolio
[Advanced, SHA and STIF-NHIVNA Advanced pathways only]

STAGE 4: COMPLETION and SIGN-OFF

14 When trainee has completed all required elements of training they must
 i) Double check they have completed all required assessments and meetings
 ii) Go through curriculum on e-portfolio and **rate** their individual competencies and -e-learning and **link** relevant assessments/evidence to the competencies. This needs to take place before the final meeting.

15 At the end of training, Registered Competency Trainer and Trainee meet to undertake the final sign off process. Trainer signs off that all components have been fully completed.
 Trainer must **rate** all the items in curriculum.

16 Trainee completes final declaration that portfolio is fully completed and contacts STIF Secretariat through e-portfolio (see 'support') to let them know training is completed

17 Trainee completes online evaluation of the training and assessment process

Once the evaluation has been completed and the training portfolio has been audited, if all is in order, Trainee will receive the STI Foundation Competency Certificate/Diploma **Revalidation is required every 5 years**

E-portfolio Intermediate competency checklist

The Intermediate curriculum was revised in October 2024. There are two lists of topic assessments

Make sure you are following the one to which you have been registered

Method of assessment	Abbreviation
Directly Observed Practice	DOP
Discussion with Trainee / Case Based Discussion	DWT
NOTE: When more than one method of assessment is indicated, they are both part of the assessment, not alternative options	

ASSESSMENTS (Trainees registered before October 2024)

Topic of Assessment		DOP	DWT	Date	Sig
1	Sexual History				
	01.01 Taking a sexual history from a woman	✓			
	01.02 Taking a sexual history from a heterosexual male	✓			
	01.03 Taking a sexual history from a man who has sex with men (MSM)	✓			
2	Genital Examination				
	02.01 Female genital examination	✓			
	02.02 Male genital examination	✓			
3	Sexual Health Promotion				
	03.01 Sexual Health Promotion: women	✓			
	03.02 Sexual Health Promotion: heterosexual men	✓			
	03.03 Sexual Health Promotion: gay, bisexual, other men who have sex with men	✓			
4	Diagnostic Tests				
	04.01 Taking tests and diagnosing STIs in women	✓	✓		
	04.02 Taking tests and diagnosing STIs in men	✓	✓		
5	Enhanced Consultation Skills				
	05.01 Sexual history from patient under 18	✓	✓		
	05.02 Consultations with patients with limited English proficiency	✓			
	05.03 Remote Consultation (Phone/Video)	✓			
	05.04 Managing people who present with Unwanted/Unplanned Pregnancy	✓	✓		
	05.05 HIV pre and post-test discussion	✓	✓		

6	Management of specific STIs					
06.01	Assessment, treatment and management of Chlamydia trachomatis	✓	✓			
06.02	Assessment, treatment and management of Gonorrhoea	✓	✓			
06.03	Assessment, treatment and management of Trichomonas vaginalis	✓	✓			
06.04	Assessment, treatment and management of Mycoplasma Genitalium	✓	✓			
06.05	Assessment, treatment and management of genital warts	✓	✓			
06.06	Assessment, treatment and management of molluscum contagiosum	✓	✓			
06.07	Administration of Cryotherapy (genital warts and molluscum) * NEW *	✓	✓			
06.08	Assessment, treatment and management of genital herpes	✓	✓			
7	Related conditions					
07.01	Assessment, treatment and management of vaginal discharge (candida)	✓	✓			
07.02	Assessment, treatment and management of vaginal discharge (BV)	✓	✓			
07.03	Assessment, treatment and management of male urethral discharge	✓	✓			
07.04	Assessment, treatment and management of genital infestations (scabies)		✓			
07.05	Assessment, treatment and management of genital infestations (pubic lice)		✓			
07.06	Urinary Tract Infection	✓	✓			
8	Health Protection					
08.01	Risk Reduction: Alcohol, Recreational/Club Drugs and ChemSex	✓	✓			
08.02	Partner notification	✓	✓			
08.03	Use of ARV medication as prevention: PrEP and TasP	✓	✓			
08.04	Assessment and management of need for Post Exposure Prophylaxis for HIV following Sexual Exposure (PEPSE)	✓	✓			
9	Hepatitis					
09.01	Screening and prevention of sexually acquired hepatitis A	✓	✓			
09.02	Screening and prevention of sexually acquired hepatitis B	✓	✓			
09.03	Screening and prevention of hepatitis C	✓	✓			
10	Knowledge Based Assessments					
10.01	Key Legislation, Policies and Guidelines.		✓			
10.02	Young people: Exploitation and Safeguarding		✓			
10.03	Assessment of a patient who reports sexual assault		✓			
10.04	Psychosexual Medicine		✓			
10.05	Female Genital Mutilation		✓			
10.06	Domestic violence and abuse		✓			
10.07	Psychological Support: Trans Awareness		✓			

ASSESSMENTS (Trainees registered after October 2024)

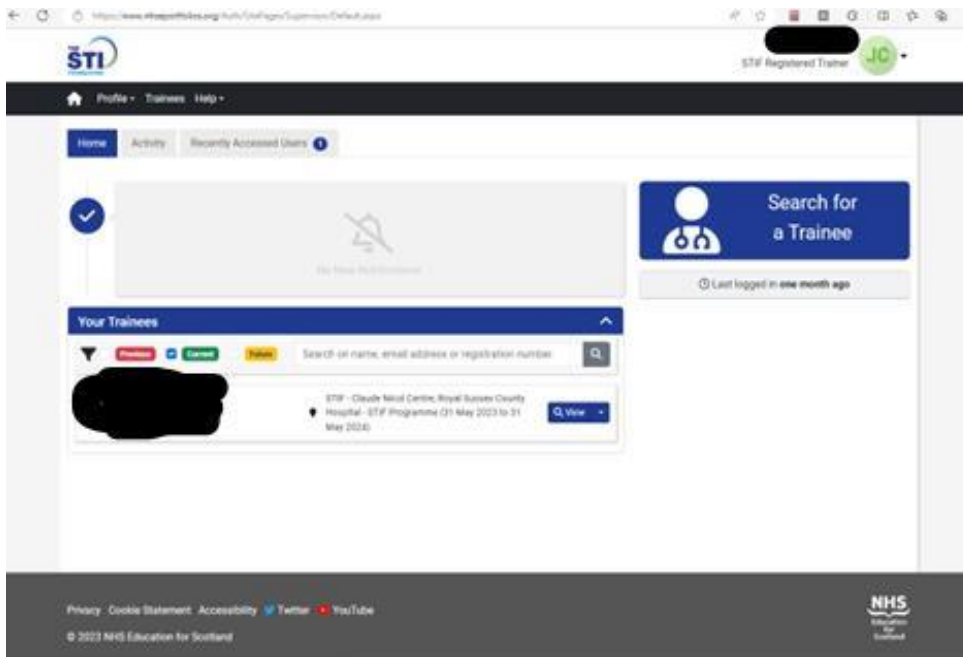
Topic of Assessment		DOP	DWT	Date	Sig
1	Sexual History				
	01.01 Taking a sexual history from a woman	✓			
	01.02 Taking a sexual history from a heterosexual male	✓			
	01.03 Taking a sexual history from gay, bisexual or other MSM (GBMSM)	✓			
2	Genital Examination				
	02.01 Female genital examination	✓			
	02.02 Male genital examination	✓			
3	Sexual Health Promotion				
	03.01 Sexual Health Promotion: women	✓			
	03.02 Sexual Health Promotion: heterosexual men	✓			
	03.03 Sexual Health Promotion: gay, bisexual, other men who have sex with men	✓			
4	Diagnostic Tests				
	04.01 Taking tests and diagnosing STIs in women	✓	✓		
	04.02 Taking tests and diagnosing STIs in men	✓	✓		
5	Enhanced Consultation Skills				
	05.01 Sexual history from patient under 18	✓	✓		
	05.02 Consultations with patients with limited English proficiency	✓			
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	05.04 Managing people who present with Unwanted/Unplanned Pregnancy	✓	✓		
	05.05 HIV pre and post-test discussion	✓	✓		
6	Management of specific STIs				
	06.01 Chlamydia trachomatis	✓	✓		
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	06.03 Trichomonas vaginalis	✓	✓		
	06.04 Mycoplasma Genitalium	✓	✓		
	06.05 Genital HPV and Molluscum	✓	✓		
	06.06 Syphilis		✓		
	06.07 Cryotherapy (genital warts and molluscum)	✓	✓		
	06.08 Genital herpes	✓	✓		

7	Related conditions					
	07.01	Assessment, treatment and management of vaginal discharge (candida)	✓	✓		
	07.02	Assessment, treatment and management of vaginal discharge (BV)	✓	✓		
	07.03	Assessment, treatment and management of male urethral discharge	✓	✓		
	07.04	Assessment and management of genital infestations (scabies, pubic lice)		✓		
	07.05	Urinary Tract Infection	✓	✓		
8	Health Protection					
	08.01	Risk Reduction: Alcohol, Recreational/Club Drugs and ChemSex	✓	✓		
	08.02	Partner notification	✓	✓		
	08.03	Use of ARV medication as prevention: PrEP	✓	✓		
	08.04	Assessment and management of need for Post Exposure Prophylaxis for HIV following Sexual Exposure (PEPSE)	✓	✓		
9	Immunisation					
	09.01	Screening for Hepatitis	✓	✓		
	09.02	Immunisation as prevention: Hepatitis A/B, HPV and mpox	✓	✓		
10	Knowledge Based Assessments					
	10.01	Key Legislation, Policies and Guidelines.		✓		
	10.02	Young people: Exploitation and Safeguarding		✓		
	10.03	Assessment of a patient who reports sexual assault		✓		
	10.04	Psychosexual Medicine		✓		
	10.05	Female Genital Mutilation		✓		
	10.06	Domestic violence and abuse		✓		
	10.07	Trans and Non-binary people		✓		

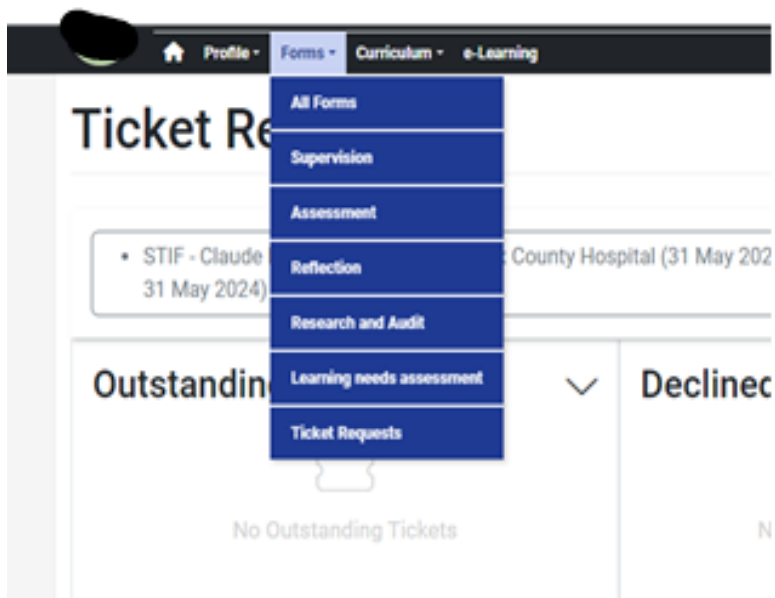
Sending a ticket on the NHS e-portfolio.

You can send a ticket to anyone who you are asking to complete an assessment (for individual assessments it doesn't have to be your registered trainer). This person does not have to be registered as a trainer on the system; all you need is their e-mail address

Log in to e-portfolio. This should show your training profile:



Click on the 'forms' menu, and select 'ticket requests'



Click on the green 'create ticket' button. This will give you the option to create a ticket:

The screenshot shows a 'Create Ticket' dialog box with a blue header. The location is set to 'STIF - Claude Nicol Centre, Royal Sussex County Hospital (31 May 2023 to 31 May 2024)'. The 'Select Form' dropdown is open, displaying a search bar and a list of options:

- 1.1. Taking a sexual history from a woman
- 1.2 Taking a sexual history from a heterosexual male
- 1.3. Taking a sexual history from a man who is gay, bisexual or other men who have sex with men
- 10.1 Awareness and understanding of key legislation, policies and guidelines in sexual health and HIV care
- 10.2 Young people: exploitation and safeguarding
- 10.3 Assessment of the patient who reports a sexual assault
- 10.4 Psychosexual medicine
- 10.5 Female genital mutilation
- 10.6 Domestic violence and abuse
- 10.7 Psychological support: trans and non-binary awareness
- 2.1 Performing a female genital examination

Select the form you need, then enter the email address of who you want to send the ticket to (The clinician who observed you).

The screenshot shows the 'Create Ticket' dialog box with the 'Select Recipient' dropdown menu open. The options are:

- Enter the recipients email...

The email address field is currently redacted with a black bar. At the bottom of the dialog, there are 'Cancel' and 'Create Ticket' buttons.

This will automatically send a ticket to the person who observed you, for them to complete the observation. If they do not complete it you can send a reminder by going back into the same ticket.