



## **Overview of Head and Neck Module Anatomy Training Program**

### **The general aims of this module are as follows:**

To develop your knowledge and understanding of the gross anatomy of the head and neck;  
To deepen your understanding of systematic, developmental and topographical anatomy;  
To develop your skills of dissection and the preparation of prosections of the head and neck;  
To develop your skills in teaching, assessment and communication;  
To develop your key study skills

### **Topics covered in this module include:**

Skull, cervical vertebrae, intracranial region  
Orbit, external ear, middle ear cleft, inner ear  
Face and scalp, nasal cavity and paranasal sinuses  
Oral cavity, infratemporal fossa  
Neck, pharynx  
Larynx

### **In addition, upon completion of this module you should be able to:**

1. Deliver and evaluate informative and engaging lectures and presentations on anatomy;
2. Apply teaching skills to construct interactive tutorials and practical sessions;
3. Develop and critically analyze course materials and learning aids;
4. Design learning strategies including defining learning outcomes, core vs. non-core elements etc.;
5. Develop and appraise formative and summative assessment strategies.

## **ASSESSMENT**

The Module will be assessed as follows:

### **Continuous Assessment**

The module will be assessed by coursework at the trainee's institution and at the residential course (in addition, formative knowledge tests and other assessment opportunities will be made available). Coursework will include Teaching/Assessment assignments (e.g. devising examinations and criteria for marking essays) and written reports from the trainee's mentor indicating satisfactory completion of the distance-learning element of the module. Satisfactory completion is required in order to attend the residential school.

### **Portfolio**

Each trainee should keep a portfolio (a diary or learning log) containing weekly learning goals. At the end of the week there should be reflection on how these were (or not) achieved. It can contain topics that the trainee found particularly difficult or tricks discovered to assist learning, or problems encountered during study. If dissections were prepared photographs of these should be included, **however these images should not be transmitted electronically**. Monthly, each trainee should send a copy of their developing portfolio to the program coordinator which will be used to monitor that trainees progress. This could be as an email attachment. The idea is that this is the trainees own reflective learning log. At the end of the module each trainee will be asked to bring a CD copy of their portfolio to the residential school so that the program organizers are able to review the whole document including any pictures of dissections that have been prepared during the period of study. This will be a formal part of the assessment process.

### **Residential Course**

The residential school will include an assessed teaching session to evaluate teaching skills and tests of practical knowledge test e.g. “practical” examination, oral examination of knowledge and understanding of trunk functional anatomy. The outcome of the assessment will be graded fail, pass or distinction. At the summer school trainees will have the opportunity to discuss teaching methods used most in Anatomy. It would be advisable for each trainee to have had prior experience of the different forms of teaching used in anatomy during the year to be able to reflect and participate fully in the discussion. Topics to be presented at the summer school will be assigned to ensure that there is no duplication and that all trainees can learn from the exercise. Each trainee will therefore carry out an active practical teaching program on the trunk and will be assessed and advised on it. The topics for such sessions will be agreed a few months in advance. Please note however, that the primary purpose of the summer school is further to develop trainees’ knowledge and abilities.

**Outcome:** graded fail, pass or distinction, leading to a Module Certificate or Program Certificate, if all four modules are taken. The grade of the Program Certificate will be calculated in proportion to the module weighting [see General Handbook].