



## HOW TO USE THE SET UROLOGY LOGBOOK

All SET Urology Trainees are granted access to MALT upon official commencement of the training program. MALT is customised for each specialty in accordance with Training Board requirements.

The SET Urology logbook utilises SNOMED, which is an internationally standardised system of medical nomenclature. The logbook utilises the SNOMED CT-AU procedure list with selected terms identified by the Board of Urology as [Board Reporting Terms](#).

### How to access the Urology SNOMED Logbook

The SNOMED logbook can be accessed via MALT on the RACS website ([www.surgeons.org](http://www.surgeons.org)).

1. Log in by clicking on the Sign In in the top right-hand corner of the RACS website.
2. Enter your RACS username and password.
3. From your Portfolio Dashboard, click on 'My Audits' tab and then click the Morbidity Audit and Logbook Tool (MALT) icon.

All cases/procedures you undertake must be recorded on the SET-SNOMED Urology Logbook.

### How to enter a procedure

Click *+ New Case* to add a case to your SNOMED logbook.

Enter the relevant demographic data such as name, DOB etc.

Under the *Operative Procedures* tab, type the name of the procedure into the search box.

Once you start typing, a list of SNOMED terms matching that procedure will appear beneath the search box. The terms in **bold** will float to the top of the list. These are the terms approved for use by the Board of Urology. **Only select terms which appear in bold**. If you select a term which is not in bold, the procedure **WILL NOT** be included in your logbook summary report at the end of term.

If there is no Board of Urology approved term for the procedure, you can select a term from the list which isn't in bold, but this procedure will not appear in your logbook summary report. If you think the procedure should be a Board of Urology approved term, please contact Deborah Klein.

*In the example below, **partial orchidectomy** and **total orchidectomy** are the Board of Urology approved terms:*

The screenshot shows the MALT interface. On the left, there are two tabs: 'Operative Procedures' (selected) and 'Non Operative Management'. Below the tabs is a search box containing the text 'orchidectomy' and a 'Clear' button. Below the search box is a list of search results:

- ☆ **Partial orchidectomy**
- ☆ **Total orchidectomy**
- ☆ Subcapsular orchidectomy
- ☆ Bilateral orchidectomy
- ☆ Bilateral total orchidectomy
- ☆ Bilateral total inguinal orchidectomy

To the right of the search results is a red-bordered box labeled 'Case Procedures'.

Under *Procedure Details* select your level of supervision from the drop-down menu.

The screenshot shows the 'Procedure Details' form with two tabs: 'MINIMUM DATASET' and 'EXPANDED DATASET'. The 'Supervision Level' dropdown menu is open, showing three options: 'Primary Surgeon', 'Secondary Surgeon', and 'Assistant Surgeon'. The 'Further Information' dropdown menu is also open, showing a search bar and a magnifying glass icon. The 'Board Reporting Term' is set to 'Total orchidectomy'. There are 'Save' and 'Cancel' buttons at the bottom right.

Primary Surgeon – the registrar undertakes all or nearly all of each and every step of the surgical procedure

Secondary Surgeon – the registrar undertakes a significant proportion of the procedure (usually greater than 50%)

Assistant Surgeon – the registrar is scrubbed and assists in the procedure and may undertake some aspects of the surgical dissection which may include opening and closing of the primary wound. In the case of endoscopic procedures, the registrar may typically prepare the patient, introduce the endoscope, and may perform minor parts of the major descriptor of said procedure.

Some procedures will require you to select more information from the *Further Information* drop down box. When the *Further Information* drop down box appears, you must select an option in order to be able to save the procedure.

The screenshot shows the 'RECENTLY USED' tab with the text 'You have no recently used procedures'.

The screenshot shows a procedure card titled 'Total orchidectomy - MALE GENITAL/ANDROLOGY'.

🔍 Can't find your procedure?

The screenshot shows the 'Procedure Details' form with two tabs: 'MINIMUM DATASET' and 'EXPANDED DATASET'. The 'Supervision Level' dropdown menu is open, showing three options: '1. Inguinal', '2. Scrotal', and '3. Subcapsular'. The 'Further Information' dropdown menu is also open, showing a search bar and a magnifying glass icon. The 'Board Reporting Term' is set to 'Total orchidectomy'. There are 'Save' and 'Cancel' buttons at the bottom right.



Click **Save** to save the procedure. Once you have saved the procedure, additional procedures can be added to the same case if required. For example, rigid ureteroscopy and flexible ureteroscopy can be added as two separate procedures in the same case.

### A few clarifications

The following terms can be a bit confusing:

- “Exploration of scrotum” refers to an acute scrotal exploration
- “Surgical reduction of torsion of testis with fixation of contralateral testis” refers to scrotal exploration and fixation of torsion
- “Orchidopexy” refers to orchidopexy for an undescended or retractile testis
- The term for trauma nephrectomy is “Exploration of kidney” with further information “with trauma nephrectomy” rather than “Total nephrectomy”.
- Reimplantation of ureter refers to both paediatric and adult reimplantation (+/- Boari flap or Psoas hitch). There is a further information drop-down which allows these procedures to be distinguished.

It isn't mandatory to record flexible cystoscopies, but there is a term for flexible cystoscopy if you do want to record them.

### Logbook Summary Reports

The **Logbook Summary Report** must be submitted each quarter with the other assessment documentation. Whilst a report listing **ALL procedures** can be generated via the MALT Custom Report Tool, *All Procedures Logged Report* tab, the *All Procedures Logged Report* WILL NOT be accepted by the Board of Urology.

If you are working in a rotation where you are undertaking both **urology and general surgery procedures**, please note the following:

MALT does not assign a separate logbook to SET Urology trainees to record general surgery procedures as SNOMED allow for ‘out of specialty’ procedures to be entered. This has been endorsed by the Board of Urology. If you have entered **Board approved** Urology procedures as well as the non-bolded (general surgery) you will need to generate a Logbook Summary report as well as a non-Board terms report. Both reports are generated in the same place in MALT, so it is easy to do (see below).

My Logbook Reports

My Logbook Reports

Logbook Summary Report

Status

Logbook  Rotation Period  SET Level

Hospitals

Generate Board Approved LSR

Generate Non-Board Terms Report

User guides and other relevant information regarding MALT can be accessed via the link below:

<https://www.surgeons.org/research-audit/morbidity-audits/morbidity-audit-and-logbook-tool/user-guides-contact-malt-team>

If you have any questions, please contact the MALT helpdesk at [malt@surgeons.org](mailto:malt@surgeons.org)