Mentoring Discussion Guide: Prioritisation

Australasian College for Emergency Medicine

This guide provides suggestions to facilitate a mentoring conversation about: **Prioritisation and Decision Making**

ACEM Leadership Framework

Domain 4: Clinical Leadership

Prioritising multiple complex situations

- Demonstrates calm demeanor within a high-stimulus environment
- Gathers and delegates resources appropriately and efficiently
- Manages staff and patient expectations effectively and professionally
- Maintains awareness of evolving situations
- Domain 4: Clinical Leadership

Approaches:

- Frame discussions around the ACEM Curriculum Framework domain descriptors which have been summarised in the table below
- Metacognition: understand how **you** prioritise information
    - Consider a recent complex case:
        - How did you decide what was relevant, important?
        - What information did you tell to whom?
- Discuss a case seen by the mentee and explore this domain together
- Offer to observe the mentee in a clinical setting and then discuss
- Further reading at ACEM Leadership Online
- An additional resource is available in the Emergency Medicine Diploma course: EMD03 Prioritisation and decision-making skills

This form was designed by the Quality Mentoring Initiative, Australasian College for Emergency Medicine.   Version: Final 1.0
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ACEM CURRICULUM FRAMEWORK DOMAIN: PRIORITISATION and DECISION MAKING		
Patient management	Individual patient	Essential care Any patient
	Workload	Surge
	Multiple patients	Simultaneously
	Surge	Response Modify and reprioritise
Clinical risk	Risk stratification	Tools and pathways Clinical acumen
	Patient safety	Human and departmental factors Suboptimal care Barriers
Decision making	General principles	Clinical reasoning
	Initiating care	Recruit resources
	Key decision making	Self and supervising others Timely care Shared decisions
	Situational awareness	Situation overview Potential problems Information integrity
	Disposition	Referral Negotiating Transfer Resourcing

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