MRCGP

Guidance on the Conduct of Assessments

General Principles for candidates

The College expects all candidates to conform to acceptable standards of behaviour when taking its assessments.

The following guidance is given in the expectation that candidates will exercise an approach consistent with standards expected by the General Medical Council.

Impersonation, i.e. pretending to be someone else, or arranging for a third party to take a candidate’s place in an assessment, is an extremely serious offence.

At the conclusion of the test you are required to respect the integrity of the assessment. You may not therefore remove, disclose or publish any material from the test or assessment, the copyright for which is held by the College.

All allegations of misconduct will be dealt with in accordance with the MRCGP Regulations.

Applied Knowledge Test (AKT)

- You are asked to familiarise yourself and to comply with the rules of conduct specified by Pearson Vue at their centres. You should abide by the instructions and advice given by invigilators and other Pearson Vue staff.

You are strictly forbidden to

- attempt to solicit information about the content of the test from candidates attending earlier sessions

- bring any unauthorised material or electronic devices into the test area, or otherwise arrange access during the course of an assessment. These might include manuscripts, notes, textbooks or study guides, dictionaries, recording equipment, personal organisers, computing equipment, calculators, personal stereos, mobile phones, cameras or other similar electronic devices. All of the above, as well as bags, coats, food and drink and any non-essential medicines must be left in the lockers provided at each test centre. Mobile phones must be switched off at all times.

- communicate with anyone, except the invigilators, by any means, during the Applied Knowledge Test. This will include the periods during which the test is conducted and when you are when entering or leaving the test area. In the event of a temporary evacuation, e.g. due to a fire alarm, candidates should not communicate with anyone other than invigilators.

- copy from other candidates sitting the Applied Knowledge Test

- remove any material whatsoever by any means from the test area. This includes notes or copies made of any material during the course of the test.

Candidates should note that Pearson VUE use CCTV cameras to ensure that there are no violations of test security at any of their centres.
**Clinical Skills Assessments (CSA)**

Candidates should abide by the instructions and advice given by Marshals and administrative staff involved in the assessment.

Candidates are strictly forbidden to

- attempt to solicit information about the content of the CSA from candidates attending earlier sessions

- bring any unauthorised material or electronic devices onto the test circuit, or otherwise arrange access during the course of an assessment. These might include manuscripts, notes, textbooks or study guides, dictionaries, recording equipment, personal organisers, computing equipment, calculators, personal stereos, mobile ‘phones, cameras or other similar electronic devices. All ‘phones and other electronic devices must be left at reception. Bags, coats, food and drink and any non-essential medicines must be left in the locker provided for you at the test centre. The only personal items permitted on the test circuit are your doctor’s bag which should contain the following items of diagnostic equipment: British National Formulary, stethoscope, ophthalmoscope, auroscope, thermometer, patella hammer, tape measure and a peak flow meter with disposable mouthpieces (please note that there is no need to bring a sphygmomanometer).

- communicate with anyone, except role players, marshals and administrative staff, by any means, during the CSA. This will include the periods during which the assessment is conducted and when you are when entering or leaving the test centre. In the event of a temporary evacuation, e.g. due to a fire alarm, candidates should not communicate with anyone other than marshals or administrative staff.

- remove any material whatsoever by any means from the test centre. This includes notes or copies made of any material during the course of the test.

For quality control purposes the RCGP video-records a random sample of CSA consultations. These recordings will not be used as part of routine assessment processes and not, save in exceptional cases, normally be used as evidence when considering complaints, appeals or cases of alleged misconduct. However, if an examination offence or other serious departure from examination conduct is recorded then that recording may be kept as evidence for use in any subsequent action.

**Possible penalties for misconduct**

Penalties for those failing to comply with the guidance given above, or behaving in an unprofessional or disruptive manner will depend on the nature of the offence and may include:

- Withholding or annulling results for a particular assessment

- Withholding or annulling results for all assessments attempted

- Being barred from taking an assessment or assessments for a specified or indefinite period

- Referral to the General Medical Council

- In certain circumstances it may be appropriate to inform the police
All cases of misconduct will be referred to the Director of General Practice Education in the candidate’s Deanery.

In all but the most minor cases, alleged misconduct will be considered by a misconduct panel. Penalties will also be determined by a misconduct panel.

**General principles for officials, invigilators, assessors and administrative staff**

Candidates have a right to expect that officials, invigilators, assessors, role players and administrative staff will conduct assessments in a professional manner consistent with the standards set out above. In adhering to this, the following principles will apply:

- Test and case material will be kept secure at all times
- Access to test and case material is limited and strictly controlled
- Early access to test and case material by candidates will be prohibited
- Candidates will not be assisted or prompted with the production of answers
- The timings for assessments will be strictly controlled and applied consistently
- All instances of misconduct by candidates will be recorded and reported