

Scheme of Assessment

MBBS 4-year stream Year 1 2022-2023

**Overview**

1. The assessment of the first year of the 4-year programme shall be known as the Clinical Science Examination.
2. In accordance with the GMC assessment guidelines, assessment in the MBBS programme will be across three domains, namely:
  - Professional Knowledge (PK)
  - Professional Skills (PS)
  - Becoming a Doctor (BD)
3. A student may only have **ONE** discretionary 3<sup>rd</sup> attempt during the entire MBBS Programme. Under the *procedure for consideration for a final discretionary attempt at an assessment*, Boards of Examiners will have the authority to approve a discretionary third attempt if a candidate meets programme-specific fast-track criteria. For candidates who do not satisfy the programme-specific fast-track criteria, a Discretionary Panel of Senate will consider the student's application for a discretionary third attempt. Detailed information about the fast-track criteria, procedure and timescales is published on the Student Affairs section of the Portal.

**Definitions**

4. An **Assessment** may comprise a written exam, practical assessment or portfolio of assessed work. This section refers only to assessments in the Professional Skills (clinical competency assessments, CCA [previously called objective structured clinical examinations, OSCE]) and Professional Knowledge (written exams such as year-specific knowledge tests, YSKT) domains.
5. A **Sitting** refers to the set of linked assessments that are administered within a period commencing at the time of the first assessment within that set and concluding at the time of the final assessment within that set. The Scheme of Assessment indicates the linkage between assessments, and by extension defines the sittings within the course.
6. An **Attempt** is defined by any of:
  - 6.1. Full completion of the set of assessments within a sitting (or split between two sittings, if approved under the mitigating circumstances or appeals procedures), irrespective of outcome.
  - 6.2. Partial unsuccessful completion of any of the assessments within a sitting, regardless of how much of each assessment is completed.
  - 6.3. Non-completion of any of the assessments within a sitting, if this is not formally approved through the mitigating circumstances procedures or by discounting of an assessment attempt through the SGUL appeals process.
  - 6.4. Inability to complete an assessment within a sitting due to late arrival.

All attempts will stand unless the attempt is subsequently discounted following a formal decision reached through the appeals procedure.

## Split attempts

7. Candidates entering a sitting are required to undertake all assessments within that sitting. In exceptional circumstances (for example, an approved mitigating circumstances request due to acute illness arising within a sitting), a candidate may undertake some but not all assessment elements within the sitting. The candidate may then undertake the remaining assessment(s) at the next available opportunity, and this will be regarded as a single attempt at the sitting (split across two sitting periods). If the candidate is unsuccessful in any assessment within the split attempt, they may resit the assessment(s) in which they were unsuccessful at the next opportunity or repeat the year (subject to the provisions set out in the Scheme of Assessment). In either case, irrespective of whether any assessments within the previous split attempt were graded Acceptable, entry to the subsequent sitting will be a new (second or third) attempt.

For the avoidance of doubt, a candidate cannot have a different number of attempts for different assessments within a sitting. For example

- In Clinical Science years, a student who fails PPS but passes BCS within the same sitting, has failed their first attempt at that domain.
- In T, P or F years, they cannot be on second attempt at the YSKT but only first attempt at the CCA within the same sitting. It is the number of prior attempts at the *sitting* of the set of linked assessments (as defined above) that is used to determine the attempt number.

The final decision on the number of attempts taken will be ratified by the Board of Examiners for each sitting.

### Some examples:

- i. A candidate sits the BCS paper and CCA at first attempt in the first sitting in M4Y1 but has an acute illness precluding them from sitting the PPS paper. They pass the BCS and CCA, and following approval of a mitigating circumstances application, are allowed to take the PPS in the next sitting which they pass. They have passed all assessments at a first attempt, so this counts as a single (split) attempt at the set of assessments.
- ii. A candidate sits the BCS and PPS paper and CCA at first attempt in the first sitting in M4Y1. They pass BCS and CCA, but fail PPS which they opt to take at the 2<sup>nd</sup> sitting that academic year. They fail PPS again on their 2<sup>nd</sup> attempt, meaning they have failed the Knowledge domain at the 2<sup>nd</sup> attempt and are required to repeat the year in full for a 3<sup>rd</sup> Discretionary attempt.

## Mitigating circumstances and deferral

8. The ability to undertake an assessment is based upon candidate self-declaration of being fit to sit. If a candidate commences an assessment, they are deemed to have undertaken that assessment for the purposes of defining an attempt (section 6.2).
9. If a candidate submits a mitigating circumstances application in advance of an assessment, and that application is approved, the candidate can be withdrawn from the assessment (and other assessments within the sitting, as applicable), unless they request to sit but have their circumstances taken into consideration should they fail and need a 3<sup>rd</sup> Discretionary attempt.
10. Once withdrawn, a candidate will not be able to re-enter the same assessment (or sitting, as applicable). Approved withdrawal from a whole sitting will not constitute an attempt at that sitting. Candidates who have unforeseen circumstances develop during the assessment (e.g. acute illness) that they believe may have affected their performance, should submit mitigating circumstances within 5 days of taking the exam, before results are released. The attempt will count, but if approved, the circumstances will be taken into consideration should they fail and need a 3<sup>rd</sup> discretionary attempt.

## Year 1 assessments

11. In Year 1, the curriculum will be considered as forming **three curriculum themes**:

- Basic and Clinical Sciences (BCS)
- Patients, Populations and Society (PPS)
- Professional Skills (PS)

In Year 1 of the 4-year programme, the Professional Knowledge (PK) domain will cover the BCS and PPS curriculum themes and will be subdivided into two components that must be passed independently.

12. The Professional Knowledge (PK) domain is tested using written examinations and will assess knowledge and application of knowledge.

The Professional Skills (PS) domain is tested using a clinical competency assessment (CCA) and will assess clinical communication and clinical skills.

The Becoming a Doctor (BD) domain will assess whether students are developing the ability to apply knowledge in the clinical workplace as well as the behaviours and skills required by medical professionals. Feedback will be provided across three main elements: attendance, other professional behaviours and student selected component (SSC)/projects.

13. Summative Assessment in Year 1 will normally comprise of the following:

- For the Professional Knowledge (PK) domain there will be a minimum of three written examinations. Two BCS papers (papers 1 and 2) and one PPS paper at the end of the year covering material from all the modules.
- For the Professional Skills (PS) domain there will be a Clinical Competency Assessment (CCA) at the end of the year.
- For the Becoming a Doctor (BD) domain, assessments will be completed throughout the year across three main elements: attendance, other professional behaviours and SSC/projects.

14. The written examinations will comprise questions that test the learning objectives covered within the modules.

15. The length of the written examinations and the number of CCA stations will be announced in advance of the assessment by the Chief/Responsible Examiner.

16. The content of the assessments in the Becoming a Doctor (BD) domain will be announced in advance by the Chief/Responsible Examiner and/or Domain Lead.

17. There will be no compensation between the three assessment domains. There will also be no compensation between the two components of the Professional Knowledge (PK) domain (BCS and PPS).

## Mark Distribution

18. Marks from the two components of the Professional Knowledge (PK) domain (BCS and PPS) will accumulate over the written examinations for each component. The Professional Skills (PS) grade will be determined by the end of Year 1 CCA.

## 19. Formative Assessment

Formative assessments are used to allow students to practise the main assessment methods that will be used summatively in the remainder of the programme. Please note that attendance of all formative exams is mandatory and if for any reason you are unable to attend you will need to complete a mitigating circumstance form which will be reviewed by a panel.

- For the Professional Knowledge (PK) (BCS and PPS) domain, there will be a formative BCS written examination which will normally be held at the end of the Life Maintenance module assessing LOBs within the Foundation, Life Support and Life Maintenance Modules.
- A formative PPS written examination which will normally be held at the end of the Life Maintenance module, assessing LOBs within the Foundation, Life Support, Life Maintenance modules.
- For the Professional Skills (PS), domain, there will be a formative Clinical Competency Assessment (CCA) that will normally be held in February of the academic year.

### **Summative assessment:**

- For the Professional Knowledge (PK) (BCS component) domain, normally at the end of the year there will be two written examinations (paper 1 and 2) testing LOBS across Foundation, Life Support, Life Maintenance, Life Protection, Life Cycle, Life Control and Life Structure modules.
  - For the Professional Knowledge (PK) (PPS component) domain, normally at the end of the year there will be a written examination testing LOBS across the Foundation, Life Support, Life Maintenance, Life Protection, Life Cycle, Life Control and Life Structure modules.
  - For the Professional Skills (PS) domain, normally at the end of the academic year there will be a CCA.
  - The Becoming a Doctor (BD) domain will assess whether students are developing the behaviours and skills required by medical professionals. Feedback will be provided across three main elements: attendance, other professional behaviour and Student Selected Component (SSC)/projects. Students must attend, complete and pass their Basic Life Support component by the end of MBBS4 Year 1 in order to progress to the Transition Year.
20. **Progression:** progression from Year 1 to the Transition Year will be determined by the results of the Professional Knowledge (PK) domain (BCS and PPS components), the Professional Skills (PS) domain and the Becoming a Doctor (BD) domain.

## **Marking arrangements and Standard Setting**

### ***Professional Knowledge (PK) (BCS and PPS) domain***

21. The pass standard for the written examinations (BCS and PPS components) shall be determined using standard setting (using recognised methods). The pass standard will normally be determined by the Angoff method.
22. In regard to the standard setting methods referred to in the above paragraph, it may not be statistically reliable to choose the method listed, given the variables (e.g. cohort size) of the particular assessment in question. In these cases an alternative, recognised, method would be selected to suit the variables of the assessment.

23. The percentage marks for candidates for each component of the domain (BCS and PPS) at the end of each examination will be rounded to one decimal place. Candidates' marks will accumulate as per **paragraph 12.**
24. At the end of the year, candidates' unrounded marks will be combined for each component separately (BCS and PPS) and then converted to a percentage. This mark will then be rounded to one decimal place (e.g. 51.15 will be rounded up to 51.2 and 51.14 will be rounded down to 51.1).

Candidates **at the end of year** will be graded as follows for each component (BCS and PPS):

- **A (Acceptable):** competent – the numerical passmark or above
- **U (Unacceptable):** not yet competent - below the numerical passmark

### ***The Becoming a Doctor (BD) domain***

25. Candidates will be considered across three main elements: attendance, other professional behaviour and SSC/projects. These are assessed during the attachments in Year 1, the PBL blocks and the SSC.
26. Individual requirements for each element will be published in advance by the Year/Domain Lead.

### **The Becoming a Doctor (BD) domain Marking Arrangements and Standard Setting**

27. The assessments within this domain will be assessed by the relevant Educational Supervisor.
28. The Becoming a Doctor Progress Meeting will meet twice yearly to discuss students displaying poor professional behaviour (including attendance). The Becoming a Doctor Grading Committee will allocate grades for the 'other professional behaviour' element and report to the Board of Examiners any unsatisfactory performance within the domain via the allocation of an overall domain grade for all students. The Becoming a Doctor Meeting may consider any evidence regarding professional behaviour (including attendance) in MBBS4 year in the context of previous grades for Professional Behaviour as assessed assimilated from the point of entry to the MBBS programme.

### **The Becoming a Doctor (BD) domain Progression Requirements**

29. Candidates **at the end of The Becoming a Doctor (BD)** domain will be graded as one of the following:
  - **A (Acceptable)**
  - **B (Borderline)**
  - **C (Cause for concern)**
  - **U (Unacceptable)**

Attendance Element	Other Professional Behaviour Element	SSC and Projects Element	Overall MBBS4 Year 1 BD Grade
A,C,U	A,C,U	E,A,U	← Available grades
A	A	E	A
A	A	A	A
A	C	A	A/B*
C	A	A	B
C	C	A	B*
A	A	U	C
A	C	U	C
C	C	U	C
C	A	U	C
Any U in attendance or other professional behaviours will result in an overall grade of U			
U	A/C	A	U
A	U	A	U

\* The final grade will be determined at grading committee.

30. A candidate, whose grade in the Becoming a Doctor (BD) domain is **Acceptable or Borderline** at the end of the year (see final column in table above) shall have passed MBBS4 Year 1 and may proceed to the Transition Year of the MBBS programme, provided that they also meet the requirements of paragraph 45.
31. A candidate awarded a **Borderline** in Year 1, will be automatically considered at the Grading Committee at the end of the Transition year.
32. A candidate, whose grade in the Becoming a Doctor (BD) domain is **Cause for Concern** at the end of the year (see final column in table above) may choose to repeat Year 1 or may opt to enter the resit assessments during the resit period.
33. A candidate, whose grade in the Becoming a Doctor (BD) domain is **Unacceptable** will be required to repeat Year 1; completing all domains of assessment, regardless of whether they have passed the domain in a previous academic year.

#### The Becoming a Doctor (BD) Resit Period

34. The resit period for the Becoming a Doctor (BD) domain will normally take place within one month of publication of results.
35. The sole element of the Becoming a Doctor (BD) which has provisions for resit is the resubmission of the SSCG. A candidate who has failed their SSC twice at the main sit is entitled to a third and final attempt in the resit period.
36. Candidates who are required to re-sit the domain, through a third submission of their SSCG will have their grade capped at **Borderline**.
37. A candidate, whose grade in the Becoming a Doctor (BD) resit period is **Borderline** shall have passed Year 1 and may proceed to the Transition Year of the MBBS programme, provided that they also meet the requirements of **paragraph 43**.
38. Candidates may only receive one Borderline grade during the MBBS programme. A second Borderline grade, at any attempt in any academic year, will result in an Unacceptable grade for the Becoming a Doctor domain.

A candidate, whose grade in the Becoming a Doctor (BD) resit period is **Cause for Concern or Unacceptable** is deemed to have failed the domain and therefore the programme. Such students may be eligible for a 3<sup>rd</sup> discretionary attempt, in accordance with the *procedure for consideration for a final discretionary attempt at an assessment* (see paragraph 3).

40. Candidates granted a 3<sup>rd</sup> final attempt will be required to repeat Year 1 and sit all domains of assessment, regardless of whether they have passed the domain in a previous academic year.

### **Interruption of Studies (IOS) and Becoming a Doctor (BD)**

40. If a candidate is on IOS or takes an IOS between the end of year BD grading committee and the associated Board of Examiners (BoE) they will not receive a formal BD grade and it will not count as a BD assessment attempt.
41. If a candidate is on IOS at time of a grading committee for their end of year assessment, their BD components will be discussed at the grading committee, and formative feedback given to the candidate with an indicative grade of what would have been awarded if they had continued
42. If a candidate is on IOS, all elements of a candidate's BD portfolio may be carried over to the subsequent grading committee for the academic year they return to study – this will be determined on a case-by-case basis.
43. The formal BD grading will be determined by the BD grading committee for the academic year they return to study from IOS.
44. Ratification of BD results will only occur at the BoE when candidates have returned from IOS and taken all other required assessments.

### **Professional Skills (PS) (CCA) domain**

45. The Summative CCA will normally comprise of no less than 10 stations.
46. The pass standard for the CCA shall be determined using standard setting (using recognised methods). The pass standard will normally be determined by the borderline regression method.
47. In regard to the standard setting methods referred to in the above paragraph, it may not be statistically reliable to choose the method listed, given the variables (e.g. cohort size) of the particular assessment in question. In these cases an alternative, recognised, method would be selected to suit the variables of the assessment.

Candidates will be given a mark out of 100 for each station, calculated to one decimal place. These marks will be added together and converted to a percentage to give the overall numerical mark for the CCA, which is then calculated to one decimal place. (e.g. 51.15 will be rounded up to 51.2 and 51.14 will be rounded down to 51.1).

48. In order to attain the pass standard, candidates are required to achieve the numerical passmark for the examination **as well as** pass 65% of stations (rounded to the nearest whole number). For a 10 station CCA, students must pass at least 7 (rounded from 6.5) stations. For example, if, after applying the percentage calculation, the resulting number of stations is 6.49 then this will be rounded down to 6, and if the resulting number of stations is 6.50 this will be rounded up to 7.

Candidates **at the end of the year** will be graded as follows:

- **A (Acceptable):** competent – the numerical passmark or above **and** pass at least 65% of stations
- **U (Unacceptable):** not yet competent - below the numerical passmark **and/or** fail more than 35% of stations

### Progression from Year 1 to the Transition Year

50. At the end of Year 1, candidates will be awarded a grade for each component of the Professional Knowledge (PK) Domain (BCS, PPS), and a grade for each of the Professional Skills (PS) and Becoming a Doctor (BD) Domain. These will be categorised in accordance with **paragraph 20.2, 23 and 38**.
51. A candidate, whose grade in both components of Professional Knowledge (PK) (BCS, PPS) **and** Professional Skills (PS) **and** Becoming a Doctor (BD) is **Acceptable** shall have passed the year and may proceed to the Transition Year of the MBBS programme.
52. A candidate, whose grade in both components of Professional Knowledge (PK) (BCS, PPS) **and** Professional Skills (PS) is **Acceptable and** Becoming a Doctor (BD) is **Borderline** may progress with a **Borderline** subject to review at the appropriate grading committee.
53. A candidate awarded a **Borderline** grade (at first attempt only) in Becoming a Doctor (BD) may progress from Year 1 to the Transition Year, however candidates may only receive one borderline during the MBBS programme.
54. A candidate, whose grade in any assessment domain (including **either or both** components of Professional Knowledge (PK)) is **Unacceptable**, will be given the option to enter the re-sit examination(s)/assessment(s) in each such assessment domain (or component of). Alternatively, a student may choose to repeat the year (MBBS4 Year 1).

### Re-sit Examinations/Assessments Progression Requirements

55. The re-sit period for the Becoming a Doctor (BD) domain (SSC) will normally take place between the July and August Board of Examiners.
56. For the Becoming a Doctor (BD) domain, candidates will be required to re-sit the assessment(s) they failed (i.e. those with a Cause for Concern or Unacceptable grade). Candidates will be required to achieve a grade of **Acceptable** for the failed assessment(s).
57. The re-sit period for the Professional Knowledge (PK) and the Professional Skills (PS) domains will normally take place between the July and August Board of Examiners.
58. For the Professional Knowledge (PK) domain, candidates who elect to enter the re-sit will be required to re-sit only the component(s) they failed (e.g. BCS and/or PPS).
59. The re-sit written examinations for each component of the Professional Knowledge (PK) domain (BCS and PPS) shall cover the curriculum for all seven modules using similar methods of assessment as those used in the main examinations. No marks from the previous examinations will be used to determine the re-sit examination marks.



60. A candidate, whose grade at the re-sit examination(s)/assessment(s) entered is **Acceptable** shall have passed the year and may proceed to the Transition Year of the MBBS programme.
61. A candidate, whose grade at the re-sit examination(s)/assessment(s) is **Unacceptable** will be deemed to have failed the examination and therefore the programme. Such students may be eligible for a 3<sup>rd</sup> discretionary attempt, in accordance with the *procedure for consideration for a final discretionary attempt at an assessment* Candidates offered a final, 3<sup>rd</sup> attempt will be required to repeat the year and sit all domains of assessment, regardless of whether they have passed the domain (or component of) in a previous academic year.

### **Progression from Year 1 to the Transition Year following a repeat of the first year at 2<sup>nd</sup> attempt**

62. A candidate, whose grade in both components of Professional Knowledge (PK) (BCS, PPS) **and** Professional Skills (PS) (all themes) **and** Becoming a Doctor (BD) is **Acceptable** shall have passed the year and may proceed to the Transition Year of the MBBS programme.
63. A candidate will be allowed two submissions of the SSC in their repeat year; if the final attempt receives a mark of **Unacceptable**, then the student will receive a C for BD and will be deemed to have failed the assessment and therefore the programme. Such students may be eligible for a 3<sup>rd</sup> discretionary attempt, in accordance with the *procedure for consideration for a final discretionary attempt at an assessment*
64. A candidate, whose grade in any one or more assessment domains (including either or both components of Professional Knowledge (PK)) is **Unacceptable**, on the second attempt, or **Borderline or Cause for Concern** for Becoming a Doctor (BD) will be deemed to have failed the examination and therefore the programme. Such students may be eligible for a 3<sup>rd</sup> discretionary attempt, in accordance with the *procedure for consideration for a final discretionary attempt at an assessment*.
65. A candidate who has previously been awarded a **Borderline** grade for Becoming a Doctor (BD) cannot progress to the Transition Year if the grading committee concludes that their performance remains borderline and such students may be eligible for a third discretionary attempt at an assessment (see paragraph 3). A candidate whose attendance does not meet the threshold and on this basis receives the grade of **Borderline** will be reviewed at the grading committee, which exceptionally can alter the grade.
66. Candidates offered a third and final attempt will be required repeat the year and sit all domains of assessment and pass all elements of Becoming a Doctor (BD), regardless of whether they have passed the domain (or component of) in a previous academic year.

### **Progression from Year 1 to the Transition Year following a repeat of the first year at 3<sup>rd</sup> attempt Discretionary Attempt**

67. A candidate, whose grade in both components of the Professional Knowledge (PK) (BCS, PPS) **and** Professional Skills (PS) **and** Becoming a Doctor (BD) is **Acceptable** shall have passed the year and may proceed to the Transition Year of the MBBS programme.
68. A candidate whose attendance does not meet the threshold and on this basis receives the grade of **Borderline** will be reviewed at the grading committee, which exceptionally can alter the grade. A candidate who has previously been awarded a **Borderline** grade for Becoming a Doctor (BD) cannot progress to the Transition Year if the grading committee concludes that their performance remains borderline and as

such will be deemed to have failed the assessment and therefore the programme and will have their registration terminated.

69. A candidate will be allowed two submissions of the SSC in their repeat year; if the final attempt receives a mark of **Unacceptable**, then the student will receive a C for BD domain and will be deemed to have failed the assessment and therefore the programme and will have their registration terminated.
70. A candidate, whose grade in any one or more assessment domains (including either or both components of Professional Knowledge (PK)) is **Unacceptable**, or **Borderline or Cause for Concern for BD** on the third attempt, shall be deemed to have failed the programme and will have their registration terminated.

### Merits and Distinctions

71. Candidates who *pass* the Final Year and are awarded the MBBS degree will be eligible to be considered for the award of a St George's Mark of Merit or a University Distinction, in the following four disciplines:
- Medical Sciences (on the basis of performance in the Clinical Science years)
  - Clinical Science (on the basis of performance in the Transition Year)
  - Clinical Specialties (on the basis of performance in the Penultimate Year)
  - Clinical Practice (on the basis of performance in the Final Year)

A candidate awarded a Distinction in a discipline cannot also be awarded a Merit in that discipline. Merits and Distinctions are only awarded to those completing the degree.

72. For the sole purpose of calculating Merits and Distinctions, a final mark for the Clinical Science Examination shall be determined, using the weightings specified in the table below:

	<b>MBBS4 Year 1</b> (Medical Sciences)
Professional Knowledge (PK) (BCS)	50
Professional Knowledge (PK) (PPS)	25
Professional Skills (PS)	25
<b>TOTAL</b>	<b>100</b>

73. A Distinction in Medical Sciences will be awarded to candidates in the top 10%, i.e. the 1<sup>st</sup> decile, of the cohort in the Clinical Science Year. This will be based on the final accumulated weighted percentage mark, rounded to one decimal place.
74. Candidates must pass all assessments in the Professional Knowledge (PK) Domain, plus Professional Skills (PS) Domains at 1<sup>st</sup> attempt in order to be eligible for a distinction. Candidates must also achieve a grade of Acceptable in the Becoming a Doctor (BD) domain at first attempt.
75. A Merit in Medical Sciences will be awarded to candidates in the 2<sup>nd</sup> decile of the cohort in the Clinical Science Year. This will be based on the final accumulated weighted percentage mark rounded to one decimal place. Candidates must pass at 1<sup>st</sup> attempt all assessments in the Professional Knowledge (PK) Domain, plus Professional Skills (PS) Domains in order to be eligible for a merit. Candidates must also achieve a grade of Acceptable in the Becoming a Doctor (BD) domain at first attempt.

Candidates who defer entry to an examination and sit their first attempt with the re-sit cohort will be ranked alongside first attempt candidates from the main cohort and then awarded a Merit or Distinction according to where they rank with the main cohort (i.e. 1<sup>st</sup> or 2<sup>nd</sup> decile). A candidate who defers entry to an examination more than once, will be ranked alongside the most recent main cohort.

### **Students re-enrolling/re-joining a year of a programme following an approved period of absence OR students who are required/have elected to repeat a year**

77. Any candidate re-enrolling/re-joining a year of the programme following an approved absence (e.g. interruption of studies), will be examined in accordance with the scheme of assessment in place in the academic year in which the re-enrolment/re-joining takes place.
78. Any candidate required to repeat a year or any candidate who elected to repeat a year, will be examined in accordance with the scheme of assessment in place in the academic year in which the repeat year takes place.
79. Any candidate returning from an approved absence (e.g. interruption of studies) part way through an academic year will have their assessment requirements (i.e. the assessments in which they will be formatively and summatively examined) determined on a case-by-case basis.

### **Board of Examiners and management arrangements**

#### Board of Examiners

80. There shall be an MBBS Board of Examiners constituted in accordance with the General Regulations for Students and Programmes of Study.
81. The Board of Examiners has ultimate responsibility for the standard of the examinations, their fair and proper conduct.
82. The Sub-Board of Examiners will determine progression from Year 1 to the Transition Year.

#### External Examiners

83. There is a detailed job description for External Examiners, available separately.
84. External Examiners will be invited to attend the Board of Examiners and CCAs and will be given the opportunity to review all examination papers and CCA stations.

#### Chief Examiners

85. There will be a Chief Examiner for the year. It is the responsibility of the Chief Examiner to oversee a master blueprint for the examinations across the year.
86. The Chief Examiner shall oversee the activities of the Module and Theme Responsible Examiners; shall arrange standard-setting and quality assurance meetings.

#### Annual Report

87. The Chief Examiner shall co-ordinate production of an annual report on the conduct and standard of the examinations to the Chair of the Board of Examiners and the Course Committees.