

Joint Committee on Intercollegiate Examinations

Intercollegiate Specialty Boards

Criteria for Appointment to the Panel of Question Writers - Section 1

Conditions of Appointment

Applicants to the Panel of Question Writers must have a keen interest in continuing medical education and an enthusiasm for writing Single Best Answer (SBA) questions for Section 1 of the Intercollegiate Specialty Examinations. Newly appointed Members will be provided with training in SBA item writing. Members of the Panel of Question Writers for Section 1 are required to hold a Fellowship of one of the four Surgical Royal Colleges and must hold a substantive Consultant or SAS surgeon post in the UK or Ireland. Applications from both experienced and newly appointed Consultants and SAS surgeons are encouraged and welcomed. SAS surgeons who are applying will have been successful in the Intercollegiate Specialty Examination.

The standard method of appointment is by submission of an application form to the Intercollegiate Specialty Boards. Applications are assessed by the Specialty Leader of the Panel of Question Writers and are subject to the formal approval of the relevant Intercollegiate Specialty Board. Appointment to the Panel of Question Writers would preclude Question Writers from any involvement or participation in crammer MCQ examination revision courses and applicants must be prepared to relinquish any such involvement. Appointment to the Panel of Question Writers for Section 1 is for an initial period of three years but may be extended up to 5 years. Question Writers will automatically retire from the Panel when they no longer have a licence to practise. Question Writers who retire from clinical practice and providing they have renewed their licence to practise in advance of retirement, are permitted to continue to on the Panel for three years' post-retirement.

Criteria for Appointment

Applicants must:

- 1) be a Fellow of and in good standing with one of the four Royal Surgical Colleges of Great Britain and Ireland. SAS surgeons will have been successful in the Intercollegiate Specialty Examination.
- 2) have a licence to practise and hold a substantive, newly appointed or otherwise, Consultant or SAS surgeon post within the National Health Service or Public Health Service (Ireland).
- 3) be in 'good standing' with the GMC
For our purposes, 'not in good standing' refers to either an interim order being issued and/or conditions or restrictions having been placed on practice by the GMC or employer and/or suspension from the workplace.
- 4) have a keen interest in continuing medical education and an enthusiasm for constructing written test questions for Section 1 of the Intercollegiate Specialty Examinations.
- 5) be prepared to relinquish any involvement or participation in any crammer MCQ examination revision courses.
- 6) agree to adhere to the GMC published guidelines on social media
<https://www.gmc-uk.org/ethical-guidance/ethical-guidance-for-doctors/doctors-use-of-social-media>
For our purposes, this includes an agreement not to post material directly or indirectly relating to any examination activities.

Person Specification

Applicants must:

- 1) be familiar with training and the ISCP curriculum for the relevant specialty.
- 2) have an ability to be able to work well in a group situation.
- 3) familiarise themselves with the document 'Constructing Written Test Questions for the Basic and Clinical Sciences'. This document can be downloaded from:
<https://www.nbme.org/publications/item-writing-manual.html>
- 4) demonstrate a willingness and ability to produce, critically assess, validate and quality assure MCQs for the Section 1 Intercollegiate Specialty Examinations.
- 5) have the support of their colleagues in order to commit the time necessary to attend approximately two/three meetings of the Writing Group each year.
- 6) provide a signed Confidentiality Non-Disclosure Form.