

**DIPLOMA IN URGENT MEDICAL CARE
THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH
(Dip UMC RCSEd)**

REGULATIONS FROM JANUARY 2017

INTRODUCTION

The examination for the Diploma in Urgent Medical Care is designed to test the knowledge, skills and behaviours of multi-disciplinary urgent medical care practitioners.

The level of performance expected is that commensurate with level 7 within the Skills for Health Career Framework for Health (www.skillsforhealth.org.uk). Level 7 practitioners have a comprehensive, specialised, factual and theoretical knowledge within day-to-day urgent emergency care clinical practice and an awareness of the boundaries of that knowledge.

There is a focus within this examination on timely recognition, diagnosis and management of conditions and situations in the urgent care environment (GP OOH, Walk In Centre) rather than on the use of facilities for investigation and treatment that may be available predominantly within an acute hospital. This examination includes urgent care for all patient age groups from neonates to the very elderly.

BLUEPRINTING

This examination is blueprinted against the Exam Syllabus (available currently at <https://www.rcsed.ac.uk/exams/our-exams>) . Potential candidates are strongly advised to read and consider the content of the syllabus thoroughly before applying for the examination.

1. Format of the Examination

The examination will consist of two parts as follows:

1.1 Part A - Written Paper

1.1.1 A written paper consisting of multiple choice questions (MCQ) of 180 minutes duration consisting of 180 Single Best Answer (SBA) questions.

1.2 Part B – Structured Oral Examination

1.2.1 A structured oral examination (SOE) consisting of 12 structured oral testing stations. The SOE stations will each be of 15 minutes duration (including 2 minutes reading time).

1.2.2 There may, in addition, be one or more rest stations or preparation stations and one station that is being pretested. The pre-testing station will not contribute towards the final mark of the examination. Candidates will not be informed which station is being pretested.

1.3 The content of the examination will be based on current United Kingdom medical practice. International candidates must adapt their answers or clinical problem solving to UK clinical practice, guidelines and consensus statements.

1.4 All parts of the examination will be conducted in English.

- 1.5 In order to gain a pass in the examination overall, candidates must achieve a pass in both Parts A & B. Candidates who are unsuccessful at either Part A or Part B may re-sit the relevant component alone provided it is within 18 months of the first attempt.
- 1.6 To facilitate the assessment of non-verbal communication skills and interaction with the examiner and patient (or actor in the role of the patient), the College will require candidates for the duration of the stations in question for the Part B to remove any clothing and/or other item which covers all, or part of, the candidate's face.

2. Eligibility

- 2.1 Candidates must fulfil the following requirements:

2.1.1 **Medical Practitioners** must possess a primary medical qualification that is acceptable to the UK General Medical Council for full registration and have a minimum of 2 years post CCT. Candidates must have sufficient clinical experience (*at the time of application*) in the area of Urgent Care. Sufficient clinical experience may range from intensive training or experience over a relatively short time frame or accumulated infrequent experience over several years.

2.1.2 **Nurses** must hold registration with the UK Nursing and Midwifery Council and have been engaged in the practice of their profession for not less than two years. Candidates must have sufficient clinical experience (*at time of application*) in the area of Urgent Care. Sufficient clinical experience may range from intensive training or experience over a relatively short time frame or accumulated infrequent experience over several years.

2.1.3 **Paramedics** must hold registration with the UK Health and Care Professions Council and have been engaged in the practice of their profession for not less than 2 years. Candidates must have sufficient clinical experience (*at time of application*) in the area of Urgent Care. Sufficient clinical experience may range from intensive training or experience over a relatively short time frame or accumulated infrequent experience over several years.

2.1.4 **All candidates** must and in addition to the relevant registration certificate, hold and show evidence of an in-date certification that they are trained in resuscitation up to the level of immediate life support (ILS) specifically:

- undertake the skills of quality CPR and defibrillation (manual and /or AED) and simple airway manoeuvres
- utilise non-technical skills to facilitate initial leadership and effective team membership
- treat children in respiratory or cardiorespiratory arrest until the arrival of a resuscitation team or more experienced assistance minimum

Certification must be in date at time of examination.

<https://www.resus.org.uk/information-on-courses/immediate-life-support/>

- 2.2 Candidates, who do not fulfil any of the above entry requirements, may apply for special consideration. This applies for all candidates from outside the UK. Their curriculum vitae and the extent of their urgent care experience should be submitted in full to the Examination Section RCSEd for consideration by the Convener for Examinations in Urgent Medical Care RCSEd. The Convener may decide to refer the

application for full discussion to the Prehospital Care Examinations Board of the Royal College of Surgeons of Edinburgh for a final decision regarding eligibility.

3. Attempts

- 3.1 Candidates are permitted four attempts in which to pass the examination.
- 3.2 Failure to pass the examination within the permitted number of attempts will debar the candidate from applying again under these regulations.
- 3.3 The number of attempts for completion of the Dip UMC RCSEd cannot be increased.
- 3.4 An attempt is defined as an occasion when a candidate commences, but not necessarily completes the Dip UMC Part A & B.

4. Applying for the Examination

- 4.1 The examination for the Diploma in Urgent Medical Care will usually be held twice a year. The dates of the examination and the venue and fees payable, are set out in the online examination calendar, which can be found on the College website: <http://www.rcsed.ac.uk>.
- 4.2 Applications must:
 - 4.2.1 Be made on the appropriate (paper or electronic version) application form.
 - 4.2.2 Be accompanied by the specific examination fee payment, which must be received in full before a candidate is entered for the examination.
 - 4.2.3 Be accompanied by an authenticated copy of the relevant certificate of registration and Immediate Life Support (ILS) certification which should be in date at time of examination. The name on the registration certificate will normally be the name by which candidates are registered. Authentication may only be undertaken by a solicitor or the awarding body. The solicitor or awarding body must stamp, sign and date a copy of the registration to confirm that it is genuine. All hospital stamps should be in English or have an official translation provided. Original certificates will not be accepted. Any certificates not correctly authenticated will be returned.
- 4.3 Late applications will not be accepted and no allowance will be made for postal or other delays. Failure to submit the documentation listed on the candidate checklist may result in an application form being rejected and/or a delay in the processing of an application.
- 4.4 Applicants who are ineligible for an examination as a result of failing to provide the required documentation by the closing date will not be enrolled into the examination. Applicants in this category will have their fees refunded less a 20% administrative charge.
- 4.5 Re-sit applicants who have previously been accepted as a candidate for the examination for which they are applying are normally not required to resubmit

certificates if still in date at time of examination.

- 4.6 The College reserves the right, regardless of eligibility to take the examination, to review applications on an individual basis in exceptional circumstances.
- 4.7 The College reserves the right to make recordings of the examinations for the purposes of quality assurance and training.
- 4.8 All personal information held by the Examinations Section of the College will be held in accordance with the Data Protection Acts of 1984 and 1998 and the Freedom of Information Act of 1997 and 2000 and data collected will not be released outside of the partner Regulators, Deaneries, and Faculties.

5. Proof of Identity

- 5.1 Candidates must bring proof of identity to each examination. Proof of identity must be an official document, such as a current passport or driver's licence that includes the candidate's name, signature and photograph.
- 5.2 For the purposes of visual identification, any candidate sitting any part of the examination may be required to remove any clothing and/or other item, which covers all, or part of, the candidate's face. The College will observe sensitivity, and in specific circumstances, privacy in the visual identification of candidates.

6. Dress Code

- 6.1 The examination follows the principle that the same dress code should apply for a professional examination as it does for working in an urgent care environment – Smart/Casual. Clothing which demonstrates the candidate's profession or professional position (e.g. doctor, nurse or paramedic) should not be worn.
- 6.2 Clothing which names particular hospitals or pre-hospital care or ambulance services should not be worn

7. Results

Results will be placed on the College website and sent by post.

8. Feedback

Candidates will be notified of the minimum mark required to pass each part of the examination together with their achieved mark for both parts of the examination. No further individual feedback for this summative assessment will be available.

9. Withdrawal from the Examination

- 9.1 Candidates who wish to withdraw an application for admission to any part of the examination must submit a request in writing to the College. A refund of the fee paid may be made (less an administrative fee of 20%), provided that notice of intention to withdraw is received by the Examinations Section before the closing date by which applications are due, as shown in the examinations calendar. Refunds are not normally made to candidates who withdraw after the closing date.

- 9.2 Candidates who wish to withdraw an application for admission to any part of the examination on medical grounds and request a refund must submit a request in writing to the College, accompanied by a medical certificate. An application for consideration of a refund on compassionate grounds should be supported by full details, plus a supporting letter from an appropriate professional. Each such application must be submitted to the Examinations Section within 14 days following the date of the candidate's programmed examination date.

10. Notification of Pregnancy and Deferral

- 10.1 A deferral may be permitted to a candidate supplying an appropriate medical report which satisfies the relevant college indicating that:

10.1.1 the candidate has any pregnancy related problems or illness; and/or

10.1.2 the candidate's confinement is due shortly before or around the date of the examination; and/or

10.1.3 the candidate has sufficient discomfort for her to consider that it will have a detrimental effect on her performance.

In such circumstances, a deferral will be permitted and no further fee will be required.

- 10.2 Any candidate who does not inform the college of her pregnancy and is consequently unable to sit for that examination will not normally be allowed to defer this examination without submission of another fee.

11. Candidates with Special Circumstances

Candidates with special needs should advise the College at the time of application of the nature of their needs and any assistance that they require. Requests should be supported by medical evidence (an educational psychologist's report is required for requests for extra time because of dyslexia). If appropriate, details of extra time or other allowances made by other examining bodies should be given, although the College is not bound to follow these.

12. Improper Conduct by Examination Candidates

- 12.1 In the case of improper conduct of an examination candidate, as defined below, the college may impose a penalty relating to the candidate's eligibility for the relevant or future examinations. Improper conduct is defined as:

12.1.1 Dishonestly obtaining or attempting to obtain entry to the examination by making false claims about eligibility for the examination, or falsifying any aspects of the entry documentation.

12.1.2 Obtaining or seeking to obtain unfair advantage during an examination, or inciting other candidates to do the same. Examples of unfair advantage are:

- 12.1.2.1 having on the person any material that would give advantage in an examination once the examination has commenced (this includes electronic communication devices)
- 12.1.2.2 communicating, or attempting to communicate, with another candidate, once the examination has commenced;
- 12.1.2.3 refusing to follow the instructions given by invigilators, examiners or examinations staff concerning the conduct of, and procedure for, the examination.

This list is not exhaustive.

- 12.1.3 Removing or attempting to remove from the examination any confidential material relating to the examination.
 - 12.1.4 Obtaining or attempting to obtain confidential information concerning the examination from an examiner or examination official.
 - 12.1.5 Passing confidential information on the content of the examination to a third party.
 - 12.1.6 Seeking to gain prior knowledge from, or provide knowledge to, other examination candidates on content of the examination.
 - 12.1.7 This list is not exhaustive. Further information can be obtained from the guidelines on suspected malpractice available on the College website at www.rcsed.ac.uk
- 12.2 If a candidate is found to have acted improperly, his/her name may be reported to his/her national authority. The College may also on an individual basis decide that a candidate should not be allowed to proceed further with the examination or having passed the examination, not awarded the diploma.

13. Eligibility for Diploma Certificate

A candidate who passes the examination and satisfies the regulations shall be entitled to the designation of Diplomate in Urgent Medical Care of the Royal College of Surgeons of Edinburgh (Dip UMC RCSEd) and shall receive a diploma.

NOTE: These Regulations are under continual review. It is recommended that candidates keep in regular contact with the College to ensure that they have the most up-to-date information. Any changes will be announced on the College website: <https://www.rcsed.ac.uk/exams>