



Professional Competence Scheme (PCS) Credits for Examiners

January 18th, 2019

Court of Examiners

1. Rationale

Surgeons who are examiners must be on the Medical Council register, usually on the Specialist Division of the Medical Council's Register of Medical Practitioners. Those who participate in exam related activities may claim credit for these some of these activities towards meeting their obligations under the Professional Competence Scheme (PCS).

This document is a guide to how these credits might be incorporated into the PCS portfolio. In many cases, credits will be automatically added to your portfolio by the exam organisers but, in other cases, you may have to create the records and upload any associated evidence yourself. As set out below, it may be appropriate to include any particular activity under different categories depending on the balance of other activities recorded in your portfolio. In order for credits to be applied, you must be 1) on the Medical Register 2) enrolled in the RCSI Professional Competence Scheme for the year in question. The PCS "year" runs from May 1 to April 30th each year.

Surgeons who are in clinical practice (including medicolegal practice) must also include credits to reflect their scope of practice. In particular, those in clinical practice must conduct an audit of some aspect of their clinical practice once a year. Surgeons who are no longer in active clinical practice may audit some other aspect of their practice, including an evaluation of their performance as an examiner in fulfilment of the annual audit requirement.

Please read this document in conjunction with the PCS Guidelines available on the RCSI website or in booklet form from the PCS office. (Contact Marie O'Boyle at 01-402-2743 or moboyale@rcsi.ie).

2. External Credits

External credits may be claimed for "taught" activities such as attending examiner training or participating in the RCSI Court of Examiners Annual Meeting. The number of approved CPD credits is usually pre-approved by the RCSI Professional Competence Scheme and will be included in the programme for the course or event.

Usually, where these events are organised by the RCSI Court of Examiners, the credits will be automatically added to your portfolio and verified and you do not need to make an entry in your portfolio or upload your certificate. You will receive an email notifying you when credits have been added to your portfolio.

Typical credits applied:

- MRCS Examiner training - 6 CPD credits
- RCSI Court of Examiners Annual Meeting - 2.5 CPD credits
- Pre-examiner briefing - 1 CPD credit
- FRCS Examiner training or other activities - certificates

Evidence required: a CPD certificate issued by event organiser or credits uploaded by RCSI directly.

3. Internal Credits

Internal credits usually apply to quality assurance or improvement activities conducted as part of the exam process. You may enter these activities into your portfolio yourself. Please note that, for those in active clinical practice, committee activity may comprise only 5 of the mandatory 20 internal credits and that your internal credits should also include clinical activities.

Typical activities:

- Pre-examiner briefing - 1 CPD credit. Please note you should not enter the same activity in multiple categories – you may choose to enter each activity in the most appropriate category

- Meetings of ICBSE or any of its subgroups, JCIE or any of its subgroups, RCSI Court of Examiners Executive Committee etc. - 1 CPD credit per meeting

Evidence required: a letter summarising the number of meetings signed by the Committee Chair or Chair of the RCSI Court of Examiners or credits uploaded by RCSI directly.

4. Personal Learning

Any academic reading relating to the exam including reading up on the topics being examined for purpose of writing examination questions, writing examination scenarios, improving examining technique etc. - 1 CPD credit per hour of reading.

No evidence required

5. Research & teaching

You may claim credit for all the time spent examining under this heading. You should enter 1 CPD credit for each hour spent examining.

6. Audit

Where you are not in active clinical practice, your Examiner Feedback MRCS OSCE Report as issued by ICBSE, may be used as your audit. You should read the report and discuss it with a peer, such as an MRCS Supervising Examiner, reflect on the contents and consider any improvements that may be required in your technique.

Credits Applied: 1 audit required

Evidence required: your Examiner Feedback Report and/or your reflection and/or action plan based on this report. MRCS Examiners are expected to examine at least once a year and Examiner Feedback Reports issue shortly after domestic diets of the MRCS Part B. You may use this report each year to fulfil these requirements. Please note that, if you are in clinical practice, you must conduct an audit on some aspect of your clinical practice.

Appendix 1 – Indicative list of ICBSE examination related activities that should attract CPD credits:

1. Attending MRCS Part B Examiner Training
2. Attending DOHNS Part 2 Examiner Training
3. Undertaking online ICBSE Equality & Diversity Training
4. Attending MRCS Part B Examiner Briefing (pre each exam diet)
5. Attending DOHNS Part 2 Examiner Briefing (pre each exam diet)
6. Participating as an Examiner in a diet of the MRCS Part B examination
7. Participating as an Examiner in a diet of the DOHNS Part 2 examination
8. Reviewing MRCS Part B Examiner Feedback
9. Discussing MRCS Part B Examiner Feedback with Supervising Examiner
10. Academic reading relating to exam topics being examined for purpose of writing examination questions, writing examination scenarios, improving examining technique etc.
11. Attending an ICBSE Committee, sub-group, question-writing workshop or other intercollegiate meeting, examples including:
 - a. ICBSE Paper Panel Sub-Group meeting
 - b. ICBSE OSCE Sub-Group meeting
 - c. ICBSE DOHNS Sub-Group meeting
 - d. ICBSE IQA meeting
 - e. ICBSE Risk Management Group meeting
 - f. ICBSE OSCE Review Group meeting
12. Attending an Annual Meeting of the RCSI Court of Examiners
13. Attending an RCSI Court of Examiners Executive Committee meeting

Appendix 2 - Indicative list of JCIE examination related activities that should attract CPD credits:

1. Attending FRCS Section 2 Examiner Training
2. Attending FRCS Section 2 Examiner Briefing (pre each exam diet)
3. Participating as an Examiner in a diet of the FRCS Section 2 examination
4. Academic reading relating to exam topics being examined for purpose of writing examination questions, writing examination scenarios, improving examining technique etc.
5. Attending a JCIE Committee, sub-group, question-writing workshop or other intercollegiate meeting, examples including:
 - a. JCIE IQA Meeting
 - b. Cardiothoracic Surgery Board Meeting
 - c. General Surgery Board Meeting
 - d. Neurosurgery Board Meeting
 - e. Oral & Maxillofacial Surgery Board Meeting
 - f. Otolaryngology Board Meeting
 - g. Paediatric Surgery Board Meeting
 - h. Plastic Surgery Board Meeting
 - i. Trauma & Orthopaedic Surgery Board Meeting
 - j. Urology Board Meeting
 - k. Vascular Surgery Board Meeting
6. Attending an Annual Meeting of the RCSI Court of Examiners
7. Attending an RCSI Court of Examiners Executive Committee meeting