



**Regulations relating to the examination for Membership  
of the  
College of Emergency Medicine (MCEM)  
Applicable to the Autumn 2009 diet and subsequent diets**

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**Main changes to regulations for Autumn 2009**

These regulations contain significant changes to:

- Eligibility requirements for Parts B and C
- Eligibility and arrangements for overseas applications
- The signatures required on application forms

## Introduction

The Membership Examination of the College of Emergency Medicine (MCEM) assesses knowledge, skills and behaviours necessary for the clinical practice of Emergency Medicine. As the specialty changes so will the examination. These regulations are effective from and including the **autumn diet of 2009** and aim to acquaint examiners and candidates with the way that the examination will be conducted and the specific focus of each of its components. They should also allow candidates to prepare appropriately and give an indication of the standard required.

**The examiners' task is to assess whether the candidate can demonstrate the knowledge, skills, and behaviours necessary for:**

*either*

**the clinical practice of Emergency Medicine is at a level suitable for entry into higher specialist training in Emergency Medicine**

*or*

**the practice of Emergency Medicine at an intermediate level including the supervision of foundation and core trainees.**

The College recognises that the examination is a critical event in the candidate's career and examiners are aware that candidates are anxious. Examiners will therefore display courtesy, consistency and objectivity as well as endeavouring to create a relaxed and welcoming atmosphere. Unfortunately, there may be instances when a candidate's performance is judged to be below the acceptable standard. Failure may jeopardise a candidate's eligibility for specialist training. With so much dependent on the outcome of the examination it is absolutely essential that decisions are clear cut and defensible. To this end a formalised matrix system is used describing the characteristics of performance judged to be meeting the standard required.

## Overview – Content

The examination will be based on the College's curriculum and will encompass common clinical presentations. It will offer an opportunity for the candidate to demonstrate both the breadth of his or her knowledge of Emergency Medicine as well as the application of that knowledge to common clinical scenarios. The candidate must be able to demonstrate good communication skills and knowledge of Emergency Medicine.

The examination consists of three sections, Part A, B and C. Please see Section 2 of these regulations for the format of the examination.

## 1. Guide to the scope of the examination

- 1.1 The examination assesses knowledge, skills and behaviours necessary for the successful and safe practice of Emergency Medicine in the UK and Ireland.
- 1.2 The areas assessed will include the evaluation and initial management of common clinical conditions seen in patients who present, as emergencies, to Emergency Departments in the UK and Ireland. The examination reflects the content of the College curriculum which can be found on the curriculum section of the website [www.collemergencymed.ac.uk/cem/training](http://www.collemergencymed.ac.uk/cem/training) or by clicking [here](#).

Competence in paediatrics is expected at a level delivered in a general Emergency Department and focuses mainly on the seriously ill and injured, or the management of common childhood emergencies.

The MCEM examination is set at a standard commensurate with the level of expertise necessary for entry into higher specialist training in Emergency Medicine as well as that for practice at an intermediate level for those who supervise foundation and core trainees.

The MCEM examination will be run in overseas countries; in those countries, up to 15% of the overall content of the MCEM examination will reflect the local case mix.

There may be specific regulations for overseas examinations which are available from the College office as more particularly detailed in Paragraph 15

## 2. Format of the Examination

The examination consists of three parts, Part A, B and C.

### 2.1 Part A

This consists of a knowledge test in multiple choice format with 50 questions, each with four stems requiring true or false answers. It is not negatively marked. The examination addresses basic sciences as applied to Emergency Medicine. The syllabus for the Part A is found on the College website:

[http://www.collemergencymed.ac.uk/CEM/Training and Examinations/Curriculum/](http://www.collemergencymed.ac.uk/CEM/Training%20and%20Examinations/Curriculum/)

The part A syllabus is updated annually in June. Candidates are therefore advised to visit the website on a regular basis for further information and advice.

Duration: 2 hours

### 2.2 Part B

This paper examines data interpretation and analysis skills and consists of 16 questions. The questions present a clinical scenario and may have clinical data including radiographs, CT scans, ECGs, blood test results and clinical photographs.

Duration: 2 hours

### 2.3 **Part C**

This consists of 18 Objective Structured Clinical Examination (OSCE) stations that assess knowledge, psycho-motor ability, interpersonal skills (including communication and conflict resolution), professional behaviour and clinical decision-making skills.

Duration: 2.5 hours

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

2.5 Each Part stands alone, candidates being awarded either a “pass” or a “fail” in each part.

## 3. **Timing**

3.1 There will be two full sittings of each part of the examination per year in the UK as arranged by the Education and Examination Committee of the College of Emergency Medicine.

3.2 Additional sittings for part B or part C may be provided where necessary.

3.3 Candidates working overseas may sit the examination in approved overseas locations. Candidates would normally be expected to take the exam in the country where they are training or a specified overseas location (see **appendix 1**). Candidates working in the UK and Ireland are not permitted to apply for overseas examinations but will be expected to sit the examination in the UK or Ireland.

3.4 Candidates should consult the website of the College of Emergency Medicine for details of dates and venues for examinations.

3.5 Occasionally it may be necessary to amend the dates and venues of an examination without prior notice to candidates. Candidates who have already been accepted to sit the examination will be informed of such changes as soon as possible.

3.6 Normally, the Part B will be held approximately 6 weeks before the Part C. The timetable for Parts B and C may vary for overseas examination diets.

## 4. **Criteria for Eligibility**

4.1 The candidate must hold a primary medical qualification that is acceptable to the United Kingdom General Medical Council for Full Registration or to the Irish Medical Council for Full or Temporary Registration.

4.2 The candidate must also hold full current registration with the required authority. For the UK and Ireland, this will be the General Medical Council or the Irish Medical Council.

### 4.2 **Part A**

Part A may be taken in the first year after gaining full registration with the Medical Council (i.e. after at least 12 months of medical practice after gaining primary medical qualification). This will be the second Foundation year or equivalent.

#### 4.3 **Parts B and C**

i) **For diets in autumn 2009 and thereafter, candidates must have passed the MCEM Part A** before entry to MCEM Part B.

ii) **Acceptable alternatives are:**

- the Primary examination of the Australasian College of Emergency Medicine.
- the Primary examination of the Hong Kong College of Emergency Medicine.
- the Primary examination of South African College of Emergency Medicine.

Candidates who sat the Part B prior to Autumn 2009 retain exemption from Part A. In the UK and Ireland, candidates must pass the Part B before progressing to Part C.

**N.B. Candidates who are in approved Emergency Medicine SpR Training posts in the UK or Ireland and who are within 2 years of CCT are not permitted to enter for the MCEM examination.**

#### 4.4 **Candidates must have the relevant experience**

By the time of the examination the candidate must be able to demonstrate competence and confidence in the relevant areas of the curriculum. The College requires candidates to have completed the following time in posts:

- 12 months of Foundation year one or equivalent training in any specialty (ie the pre-registration year)
- 12 months of Foundation year two or equivalent training in any specialty
- 12 months of additional training – ideally in an ACCS training programme or equivalent.
- Within the 24 months of post-registration experience, the candidate must have completed 6 months of Emergency Medicine, ideally within the latter 12 months and specifically not within the 12 months pre-registration training.

Normally, the candidate will have gained this experience within a training programme.

Posts that are not formally approved for training will be accepted providing confirmation is received that the candidate received supervision and training during the post (see below).

Each post will normally consist of continuous uninterrupted service for four months or more.

This experience must be gained by the time of sitting the examination (not application).

Total time in part-time posts must be equivalent to full time training

#### 4.5 **Confirmation of experience and time in service**

The candidate must complete the application form correctly – obtaining a signature from each trainer to confirm that they completed the time in post satisfactorily. Candidates do not need to gain the signatures sequentially on the

same page, but may send a copy of the relevant section of the form to each individual trainer to be signed and returned.

For non training posts, candidates must obtain confirmation that direct clinical supervision, and face to face appraisal and feedback occurred during each post.

In the event that candidates cannot contact previous consultants a full explanation is required and the Dean will consider alternative evidence presented such as signed end of placement assessment forms.

#### 4.6 **Locum post**

Time spent in **fulltime** continuous locum posts which are for four months or more in the same department, may be accepted provided evidence of education including appraisal, supervision and regular formal education is provided. This fulltime locum post will be counted as substantive and the candidate must obtain a signature from the trainer confirming that they received appropriate training and supervision.

Locums of less than four months fulltime working in one department, including multiple short term locums will not be accepted as evidence of supervised experience. Locums at less than fulltime but in one department may be considered at the discretion of the Dean.

#### 4.7 **Unemployment/Maternity leave**

The College believes that in order to be successful in this examination, candidates would normally be in active clinical practice. Therefore the College will not normally permit candidates to sit the examination who are not in full or part time employment.

##### **Specifically:**

Candidates who have been unemployed for less than four months at the time of the examination are eligible to sit the examination. They must have a valid GMC certificate with Full Registration (or equivalent) and have a signed letter from their last Clinical Supervisor confirming that they are competent to sit the examination.

Candidates who have been unemployed for longer than four months for whatever reason are **NOT** permitted to sit the examination.

Arrangements for candidates who are not working because of temporary illness are covered in the section on special needs.

Candidates who have been on maternity leave for more than four months are not permitted to take the examination.

### **5. Application process**

- 5.1 Application for entry to any part of the examination must reach the Examination Administrator by the published closing date. Applications received after the closing date will be returned and not be considered for eligibility.
- 5.2 Candidates must initially apply for Parts B and C at the same diet.
- 5.3 Applicants must state clearly which Parts they are applying for, using the correct application form (see website) and include the full appropriate fee(s).

- 5.4 Candidates who do not submit the correctly completed application form, including appropriate signatures, and fees for both parts will have their form returned.
- 5.5 The total number of places for Part C is restricted on each diet and a place is not guaranteed. Applicants are given a place in the order in which correctly completed application forms are received. Early application is therefore advisable.
- 5.6 Candidates may only apply for the next available diet – no prospective applications in addition to the current application will be accepted.
- 5.7 Application to any part of the examination must be accompanied by **all the required documentation:**
- Passport sized photo
  - Fees as appropriate – **undated cheque(s)** made payable in Pounds Sterling to The College of Emergency Medicine. **(A separate, undated cheque must be submitted for each part applied for).**
  - Completed equal opportunities monitoring form
  - **A copy of current valid medical registration**
  - **[Primary medical qualification (Overseas only)]**

**Applications will only be considered once all documentation is received, with the relevant fees; incomplete applications will be returned without consideration of eligibility.**

- 5.8 Applicants must be eligible for the relevant part at the time of the examination sitting (not the time of application). This allows candidates to prospectively apply pending completion of the recommended experience. Candidates are however reminded that failure to acquire the relevant experience and thus competences will jeopardise their chance of success in the examination. Candidates should review the requirements for experience detailed in paragraph 5 above.

## **6. Validated proof of eligibility**

- 6.1 The application form must be signed in the appropriate places by educational supervisors or relevant consultants confirming experience documented in support of application.
- 6.2 Candidates are required to bring photographic proof of identity to the examination for all parts of the examination. Suitable proof includes passport or photo driving licence.

## **7. Confirmation of eligibility**

- 7.1 Candidates will receive confirmation of eligibility within two weeks of receipt of the application(s) wherever possible.
- 7.2 Candidates whose application is incomplete will have the forms returned without consideration of eligibility. Similarly if the correct fee is not enclosed, the application will not be considered until the correct fee is received. Such candidates will not have a place in the examination reserved until full documentation and fees are received.
- 7.3 All correspondence will be by email with a Royal Mail letter to follow. Candidates must provide a working email address.

## **8. Withdrawal from examination**

8.1 Candidates withdrawing from the Examination must do so in writing to the Examination Administrators. Candidates may be asked to provide evidence for their reason for withdrawal when this is at short notice.

### **8.2 Withdrawal prior to closing date of the relevant examination**

The candidate may choose to have the full entrance fee returned or transferred to a future examination when written notice is received prior to the closing date for receipt of applications.

### **8.3 Withdrawal after closing date but more than 21 working days prior to the date of the relevant examination:**

The candidate may choose to have half the entrance fee returned or transferred to a future examination when written notice is received more than 21 working days before the commencement of the examination.

### **8.4 Withdrawal after closing date but less than 21 working days prior to the date of the examination**

When written notice is received less than 21 working days before the commencement of the examination, no refund will be made to a candidate who withdraws or failed to attend.

8.5 Candidates should note that if the fee for the examination is increased between sittings, candidates who have withdrawn will be required to pay the revised fee for the next examination.

8.6 Withdrawal does not guarantee a place in the next diet. Candidates must re-apply to the examination.

## **9. Over subscription**

9.1 Candidates are advised that the Part C examination is likely to be oversubscribed and so need to apply as early as possible. Candidates will be entered for the examination on receipt of a completed application, documentation and fees. A list of applicants will be drawn up in time order, with the later applicants at the bottom. In the event of over subscription to Part C, applicants who applied later will be placed on a reserve list and may be invited to participate in the examination at short notice. Candidates may choose to refuse the offer of late entry and retain their fee.

9.2 Candidates on the reserve list who are not accommodated on the diet will be charged the full revised fee for the consequent diet if the examination fee is raised between sittings.

9.3 The College reserves the right to offer places to candidates, who are enrolled on College training programmes and whose progress is dependent upon success in the examination.

## **10. Results**

10.1 The passmark is set for each examination diet before the diet commences.

10.2 Examiners are invited to confirm the pass mark after marking the examination and further adjustment may be made in the light of the cohort performance on marker questions or stations.

- 10.3 The examination results are posted on the College website showing candidate number and pass/fail.

## **11. Post examination feedback**

- 11.1 The College is committed to providing appropriate feedback to unsuccessful candidates in a way that can be used by candidates and their trainers to prepare the candidate for the next attempt.
- 11.2 Feedback will be limited to a list of the areas in which the candidate performed poorly and will normally be available within 4 weeks of the end of the examination diet.
- 11.3 For the Part A this will describe the performance of the candidate in specific areas of basic sciences.
- 11.4 For Part B the candidate will be given information on their overall performance relative to the pass mark and to the rest of the cohort.
- 11.5 For Part C the candidate will be informed which stations he/she failed but will not receive detailed information on what aspects of performance were not satisfactory.
- 11.6 After the release of this structured feedback, the College will **not** provide any more detailed information on performance to either the candidate or their trainer. No marksheet or documentation regarding the examination will be released to the candidate or their trainer and no appeal for further information will be accepted.

## **12. Grounds for appeal against the examination results.**

- 12.1 Candidates who wish to make an appeal about the conduct of the examination must address it to the College within 30 days of the publication of results. This should set out in full the details of the case indicating the precise nature of the complaint, the time, the place, and if possible the name(s) of the examiner(s) concerned. A cheque (for an amount determined by the College) must accompany any appeal to cover the administrative expenses and, in the event it is deemed necessary, to convene a panel to consider the appeal.
- 12.2 Appeals will be considered if they allege misadministration, bias or impropriety whether in the conduct or in the determination of the result of the examination.
- 12.3 Appeals disputing the academic judgment of the examiners **will not** be considered.
- 12.4 Further details of the appeals process and the appeal expenses charge are available from the College office.
- 12.5 Candidates should note that appeals that request the results of the examination to be released or further information to be disclosed on a candidate's performance will not be considered under any circumstances.

## **13. Resit candidates**

- 13.1 In the UK and Ireland candidates must pass Part B before progressing to Part C.
- 13.2 Candidates must complete the resit application form including evidence of further training since the last attempt and submit with these by the closing date.
- 13.3 Incorrect or incomplete forms will not be accepted.

- 13.4 Failure of the candidate to obtain the signature of their trainer will preclude them sitting the examination.
- 13.5 Candidates who are not successful in Part B, must submit a resit application form for Part B on the next sitting detailing their additional experience gained.
- 13.6 The original cheque submitted for Part C will be returned to the candidate.
- 13.7 After 3 attempts at Part B the candidate must agree a detailed programme of training and preparation that addresses deficiencies and submit this with their resit application form. This must be countersigned as practical and in progress by their trainer.
- 13.8 Candidates may sit Part C three times after passing Part B. Failure at the third attempt will result in the candidate having to resit Part B before being able to attempt Part C again.
- 13.9 The College reserves the right to refuse entry to the examination after further failure following the described additional training. The College does not think it appropriate that candidates submit themselves for the examination repeatedly.
- 13.10 The trainer must ensure that the candidates are familiar with the curriculum and competency standard required.

#### **14. Overseas applications and examination**

- 14.1 Candidates will normally sit the examination in the country where they reside/work or in that country where there is an arrangement with a College or academic institution to provide this opportunity. There may be specific regulations for overseas examinations which are available from the College office.
- 14.2 Resit candidates must sit the examination in the country where they originally sat the examination.
- 14.3 It is not possible for the College to judge the content or experience gained in posts overseas. The trainer must ensure that the candidates are familiar with the curriculum and competency standard required.

#### **15. Improper conduct by examination candidates**

- 15.1 In the case of improper conduct of an examination candidate as defined below, the College may refuse a candidate entry to the current or future examinations.

Improper conduct is defined as !:

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.
2. Obtaining or seeking to obtain unfair advantage during an examination, or inciting other candidates to do the same. Examples of unfair advantage are:
  - having on the person any material that would give advantage in an examination once the examination has commenced (this includes electronic communication devices),
  - communicating or attempting to communicate with another candidate once the examination has commenced, including passing

- information about the contents of the Part C to candidates on subsequent days of the same diet,
  - refusing to follow the instructions given by examiners or examinations staff concerning the conduct of and procedure for the examination. For example, any candidate continuing to write after the bell at the end of a written examination will be immediately disqualified.
3. Removing or attempting to remove from the examination any confidential material relating to the conduct of the examination.
  4. Obtaining or attempting to obtain confidential information concerning the examination from an examiner or examination official.
  5. Passing confidential information on the content of the examination to a third party.

<sup>1</sup> This list is not exhaustive.

In accordance with its Standing Orders, in cases of serious misconduct not relating to the examination, the College may decide that a candidate should not be allowed to proceed further with the examination or, having passed the examination, may not be admitted to Membership.

In the event of suspected improper conduct, the Dean of the College must, in conjunction with the Senior Examinations Administrator instigate an enquiry. The results of this enquiry must be made available within 30 days of the examination and be considered at the College Council. In the case of serious misconduct, the College may decide to refer the case to the GMC.

## **16. Preparation for the examination**

- 16.1 Candidates are strongly advised to prepare adequately for the examination by following the curriculum as published and by consulting current Emergency Medicine textbooks.
- 16.2 Candidates are reminded that the Emergency Medicine encompasses many specialties and that national guidance and evidence based medicine protocols may be utilised in the examination.
- 16.3 Candidates are strongly advised to seek support from an Emergency Medicine consultant in preparing for the examination, in particular to seek feedback on witnessed clinical performance from clinical supervisors.
- 16.4 Past papers are not available at present. Examples of past questions are found on the College website.
- 16.5 Candidates are strongly advised to request feed back on their clinical performance within departments and to undertake appropriate work place based formative assessments to allow them to focus their preparation for the examination.
- 16.6 Trainers have a responsibility to ensure that they are familiar with the standards and competences required to aid candidate's preparation.

## 17. Conduct of the examination

- 17.1 A senior member of the Administration staff at the College office will normally be present throughout the entire period of the examination. Candidates are strongly advised to contact either the Dean or the Administration staff present if they have problems of any kind.
- 17.2 Each paper or section of the examination will be drafted using a blueprint showing its link with the curriculum (**Appendix 2**).
- 17.3 Each question/station will be reviewed by the OSCE and SAQ subgroup and an appropriate pass mark set before the examination is held.
- 17.4 Any subsequent adjustment to the examination pass mark after the candidates have sat the examination will be made only at the discretion of the Dean and as a result of the evidence of the performance of new questions or stations used in that examination.
- 17.5 Marking of the examinations will utilise both electronic scanning technology and manual checking. Any candidate who fails any section of the examination will have the marksheets double checked by hand before release of the results.

## 18. Equal opportunities

- 18.1 The College of Emergency Medicine aims to make every effort to provide an environment for candidates that is free from discrimination. It is the policy of the College that no candidate receives less favourable treatment than another on the grounds of age, gender, sexual orientation, marital or parental status, race or ethnic origin, colour, creed or religion, disability, political belief or social class or other irrelevant distinction. The College aims to assess candidates on the basis of merit, competency and potential.
- 18.2 To achieve this, the College has implemented the following strategies:
  - formal mechanisms for training examiners
  - improved equal opportunities awareness for departmental staff with regard to examinations practice and service
  - monitoring admissions and examination results in relation to changes in the candidate population profile
  - monitoring of:
    - modes of assessment
    - examiner behaviour
    - examiner population profile
  - a review of results and appeals procedure
  - review of policies and practices for fairness and relevance
  - special arrangements policy for candidates with disabilities and/or other specific requirements
  - policy for consideration of candidates' exceptional circumstances
- 18.3 The College is committed to inclusivity and promoting a diverse workforce within the speciality. Candidates are therefore required to complete an equal opportunities monitoring form. Personal details of candidates will be kept confidential in line with the data protection act. The College monitors success of different groups as part of the examinations process Quality Assurance.
- 18.4 The College will not accept behaviour from staff, members, examiners or candidates, which constitutes sexual or racial harassment or that which results

in unlawful discrimination on any grounds. The College adheres to the provision for the protection of the rights of the individual within the following legislation:

- *The Sex Discrimination Act – 1976/1986*
- *The Disability Discrimination Act – 1995*
- *Special Educational Needs and Disabilities Act 2001*
- *The Race Relations (Amendment) Act – 2000*
- *Data Protection Acts 1984 and 1998*

The College maintains the right to discriminate lawfully in the interests of the medical/dental profession and this policy encompasses any regulations applied by relevant statutory or regulatory bodies such as the General Medical Council and General Dental Council.

## **19. Provision of services for candidates with special needs**

The following table indicates the special provisions available for candidates with special needs. Any candidate who wishes to have special provision made must indicate the requirements at the time of application. The responsibility for requesting special modifications rests with the candidate. Candidates must provide a report from a relevant professional outlining their specific needs or adjustments required. The candidate must confirm that their trainer and/or head of school of emergency medicine is aware of their special requirements and is supportive of their application for the examination.

In general, candidates who are **not working** at the time of the examination due to temporary ill-health are considered to be ineligible for the examination and will need to submit written medical evidence to the Dean that they are able to take the examination if they wish to sit.

### **Pregnancy**

A deferral may be permitted to a candidate supplying an appropriate medical report which satisfies the Dean indicating that:

- a) the candidate has any pregnancy related problems or illness and/or
- b) the candidate's confinement is due shortly before or around the date of the examination;

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

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. Details of the candidate's expected week of confinement should be notified to the College and where possible, at the time of the application.

Category	Special Provision(s)		
	Separate Rooms	Extra Time	Other
Visual Impairment	Yes	Yes	<ul style="list-style-type: none"> <li>All written material whether in written examinations, orals or clinics enlarged</li> <li>Possible use of a computer in written examinations</li> <li>Possible use of a scribe to transfer MCQ answers to optically marked sheet</li> <li>Additional lighting</li> <li>Any photographic material should be enlarged</li> <li>Inform relevant examiners in orals and clinics</li> </ul>
Hearing Impairment or deafness	Yes (for orals)	Possibly in orals	<ul style="list-style-type: none"> <li>Written instructions issued at the start of an examination or seated near front of examination hall</li> <li>Sign language interpreter</li> <li>Inform relevant examiners</li> </ul>
Speech Impairment	No	Possibly (in orals & clinical examinations)	<ul style="list-style-type: none"> <li>Inform the relevant examiners in orals and clinics</li> </ul>
Dyslexia	Yes	Yes	<ul style="list-style-type: none"> <li>All written material in 'dyslexic friendly' fonts</li> <li>All written material on appropriately coloured paper if required</li> <li>Use of computer in essay style examinations</li> <li>Additional lighting</li> <li>Specific formatting</li> <li>Double marking of scripts</li> </ul>
Mobility problems which may: <ul style="list-style-type: none"> <li>Restrict access to certain rooms or ability to carry out clinical examination of patients</li> <li>Reduced ability to sit for long periods e.g. back or neck problems or later stages of pregnancy</li> </ul>	Yes if access difficult  Yes	Not normally  Yes	<ul style="list-style-type: none"> <li>Ensure access is possible for all rooms and appropriate toilet facilities are available</li> <li>Adjustable desk</li> <li>In clinical examinations – patients in adjustable beds</li> <li>Extra time of 5 min per hour to allow candidate to move around</li> <li>Adjustable desk</li> </ul>
Difficulties with writing e.g. Arthritis or RSI	Yes	Yes	<ul style="list-style-type: none"> <li>Use of a Scribe appointed by the College</li> <li>Computer + voice recognition software</li> </ul>
Reduced stamina e.g. ME	Yes	No	<ul style="list-style-type: none"> <li>Timetable oral or clinical examination in morning</li> </ul>
Dietary problems e.g. Diabetes			<ul style="list-style-type: none"> <li>Allowed to bring food/drink into the examination hall</li> </ul>

			<ul style="list-style-type: none"> <li>• Provide refreshments at orals &amp; clinical examinations</li> </ul>
Mental Health Problems such as: <ul style="list-style-type: none"> <li>• Claustrophobia</li> <li>• Agoraphobia</li> <li>• Panic attacks</li> </ul>	Yes Yes Yes	No No No	Provision of a separate room in case the candidate suffers an attack and behaves in a manner that would disrupt the other candidates
Mitigating circumstances: <ul style="list-style-type: none"> <li>• Recent bereavement</li> <li>• Temporary conditions due to illness or injury on the day of the examination</li> <li>• Disruption during the examination</li> </ul>	No Possibly  No	No Possibly  No	Possible effect on performance <ul style="list-style-type: none"> <li>• To be considered by the examiners at the adjudication stage</li> <li>• May need scribe or disabled access depending on nature of injury</li> </ul> Possible effect on performance <ul style="list-style-type: none"> <li>• To be considered by the examiners at the adjudication stage</li> </ul>

## 20. Election to Membership

Persons holding a medical qualification and who have been successful in the membership examination established by the College, may be elected to Membership of the College by examination by the College Council.

## 21. Annual Subscription fees

Every Member shall pay each year such annual subscriptions as may be determined by the Council of the College.

## 22. Diploma Ceremonies

New Members will be invited to a Ceremony for the presentation of a diploma that normally takes place after a Council Meeting at Churchill House.

## 23. Alison Gourdie Medal

Each year, the candidate with the best overall performance from all successful candidates in both sittings will receive the Alison Gourdie Medal, awarded at the annual College Scientific Meeting.

## Appendix 1:

Candidates resident overseas may currently sit the MCEM examination in the following locations:

<b>Location</b>	<b>Candidates resident and working in:</b>
India	India, Pakistan
Hong Kong and Singapore	Hong Kong, Singapore, Australia, New Zealand, Far and Middle East countries (in 2010)
Egypt (Part A only)	Egypt and all Africa, Middle East
Ireland	UK and Ireland
UK	UK and Ireland, America, Europe

## Appendix 2: Examination blueprint EXAMPLE

Each examination is planned using a blueprint. Each area of emergency medicine will be represented equally within the examination.

	<b>SAQ</b>	<b>OSCE</b>
<b>Resuscitation</b>		Arterial haemorrhage
<b>Anaesthetics/ pain</b>	Entonox use	
<b>Wound management</b>	Pre-tibial laceration	Suture
<b>Major trauma</b>	Facial fracture	flail chest ABC moulage
<b>Musculoskeletal trauma</b>	high pressure injection injury	apply POP for colles fracture
<b>Urology</b>		Male catheterisation
<b>STD</b>		Genitourinary history in a male
<b>Eye problems</b>	Painful red eye	
<b>ENT problems</b>		Demonstrate an auricular block
<b>Dental emergencies</b>	Dental abscess	
<b>Gynaecology</b>		Retrieve a lost condom
<b>Obstetrics</b>		
<b>Cardiology</b>	Aortic stenosis complications	diagnosis management and referral STEMI
<b>Respiratory</b>		examine respiratory system
<b>Neurology</b>	alcohol withdrawal seizures	Examine cranial nerves
<b>Hepatology/gastroenterology</b>		
<b>Toxicology</b>	cocaine chest pain	
<b>Fluid and electrolytes</b>		Discuss fluid administration with junior doctor
<b>Acid base</b>	salicylate OD	
<b>Renal disease</b>		
<b>Diabetes and endocrine</b>	HONK	
<b>Haematology</b>		Sickle chest history
<b>Infectious diseases</b>		
<b>Dermatology</b>	HSP and complications	

<b>Rheumatology</b>		arthritic hands
<b>Neonatology</b>	neonatal conjunctivitis	
<b>Paediatrics</b>	croup management	choking child arrest
<b>Environmental</b>	lightening injury	
<b>Oncology</b>	Febrile neutropenic	
<b>Psychiatry</b>		manic history
<b>Major incidents</b>		
<b>Legal aspects</b>		Complaining relative
<b>Breaking Bad News</b>		Break bad news to relative