



# Regulations and Information for Candidates

MRCPI Paediatrics

2023 Edition

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# 1. Introduction

Membership of Royal College of Physicians of Ireland (MRCPI) is governed by the By-Laws of the College (RCPI). The following Regulations apply to all candidates entering the MRCPI examinations. Any decision on the interpretation of these Regulations made by the College is binding. The acceptance of any application is at the sole discretion of the College. Every candidate must pass all parts of the Membership Examinations unless exemption has been granted as indicated in section 3.2 below.

There are three 'Parts' to the MRCPI in Paediatrics examination:

MRCPI Part I Written

MRCPI Part II Written

MRCPI Part II Clinical

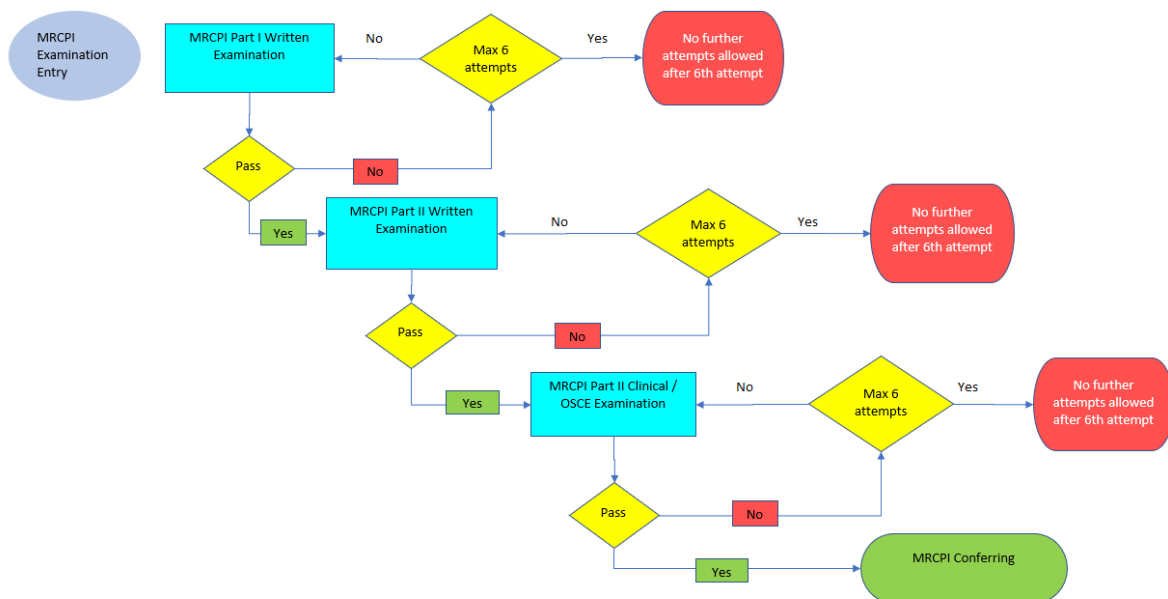
Each part is taken separately and must be passed before you can progress to the next stage.

All MRCPI examinations are conducted in the English language.

# 2. MRCPI Qualification

Membership of the Royal College of Physicians of Ireland is an internationally recognised qualification achieved through examination. The MRCPI is accredited by the Medical Council of Ireland and the General Medical Council in the United Kingdom.

## 2.1 Qualification Map



### 3. Applications

Candidate sitting the MRCPI Paediatrics examinations will be allowed a maximum of six attempts for each component i.e., 18 attempts in total when the examination consists of three parts.

There is a time limit under which a candidate must complete the Part II Written & Part II Clinical (see below table).

Examination	Maximum Number of Attempts	Time limit to Pass
Part I Written	6	Unlimited
Part II Written	6	6 years
Part II Clinical	6	3 years

For example: A candidate must pass the Part II Written examination with six years of passing the Part I examination. If a candidate has attempts remaining for the Part II Written but the six-year time limit has expired, a candidate must resit and pass the Part I before attempting the Part II.

#### 3.1 Entry Requirements

Candidates for the MRCPI Paediatrics Part I examination are eligible to apply 18 months after they received their primary medical degree.

Candidates must have passed MRCPI Part I Paediatrics Examination or Part I General Medicine Examination or have obtained an exemption (see section 3.2) to apply to sit MRCPI Part II Paediatrics Written Examination.

Candidates must pass the Part II Paediatrics Written examination before applying to enter the MRCPI Part II Paediatrics Clinical examination, unless they have been granted an exemption (see section 3.2). Candidates must also have a minimum of 12 months' post-registration clinical paediatric experience by the date of the exam (internship experience is not accepted).

#### 3.2 Exemptions

Applications claiming exemption must be accompanied by adequate documentary evidence. The following qualifications can be considered eligible for exemption from MRCPI:

MRCPI (Part I only)
❖ MRCP(UK) - all 3 components
❖ MRCPPath
❖ MRCPCH
❖ FRACP
❖ FRCP(C)
❖ FCP(SA)
❖ MRCPsych
❖ Arab Boards in General/Internal Medicine and Paediatrics
❖ Saudi Boards in General/Internal Medicine and Paediatrics
❖ Kuwait Boards of Medicine and Paediatrics
❖ Oman Medical Specialty Board in Medicine and Paediatrics

<ul style="list-style-type: none"> <li>❖ FCP&amp;S in Medicine and Paediatrics (Pakistan)</li> <li>❖ The American Boards in General Internal Medicine and Paediatrics</li> <li>❖ M. Med.(Malaysia)</li> </ul> <p><i>Please note that partial completion of any of these qualifications – e.g., MRCP (UK) Part I – is <b>not</b> sufficient for exemption.</i></p>
<b>MRCPI (Part II Written)</b>
<ul style="list-style-type: none"> <li>❖ FRACP</li> </ul>

Candidates claiming exemption must include an attested/certified proof of this qualification with their application. RCPI only accepts attestation/certification by any one of the following:

- An Garda Siochana (Irish police force)
- The issuing University or Medical School
- A solicitor/ notary public/ lawyer
- A Commissioner for oaths
- An Irish or British Consulate
- Your Embassy or High Commissioner

### 3.3 Method of Application

All exam application are submitted online through RCPI website, candidate will be prompted to include required documentation and make payment as required for the examination. The College accepts payment by credit/debit card or PayPal only.

Applications after the published closing date will not be accepted.

Candidates (first-time applications only) must upload attested/certified copies of their original Primary Medical Qualification and a Passport style photo (colour, full-face, minimum 100x100 pixels, neutral background).

Candidates who are currently registered with the Medical Council in Ireland of the UK may instead submit proof of the Medical Council registration. The receipt of the retention fee issued by the Medical Council or a screen shot from the website is not acceptable as evidence of registration.

RCPI only accepts attestation/certification by one of the following:

- An Garda Siochana (Irish police force)
- The issuing University or Medical School
- A solicitor/ notary public/ lawyer
- A Commissioner for oaths
- An Irish or British Consulate

Diplomas in a language other than English must be accompanied by an official translation. Official translations will only be accepted if they have been prepared and/or authenticated by:

- the issuing University or Medical School
- Irish or British Consulate
- the candidate's own Embassy or High Commissioner

The candidate's full name must be given at the time of application for the examination and must match with the name(s) given on medical qualification documentation. The name you provide will be used on all official correspondence (such as diplomas, qualifications and certificates) issued by RCPI. Candidates who change their name(s) by marriage or deed poll must upload documentary proof of this, if they wish to be admitted to the examination in their new name.

### 3.4 Examinations Locations

The MRCPI Paediatrics written examinations are delivered by remote invigilation through our online exam provider TestReach. Remote invigilation allows a candidate to sit the computer-based exam from their own computer e.g., at home or at work.

Candidates are supervised remotely by invigilators/supervisors throughout the exam.

Candidates are required to adhere to the following requirements to sit an exam by remote invigilation:

- A quiet, secure environment as set out below:
  - A room where candidate can take the exam without interruption.
  - A room to which you have exclusive access (single occupancy - not shared)
  - A room that does not have integrated security cameras, or any recording equipment, other than the webcam on PC or laptop
  - Candidate is confident he/she will not be disturbed during the examination, e.g. by traffic, construction work, or people
- A PC or laptop computer with a reliable internet connection, webcam and microphone. Must have permissions to install software and meet the system requirements as set out by the exam provider. Multiple screens are not permitted.
- Candidate mobile phone must be within reach in the room were sitting the exam. The phone is for registration/technical support purposes only.
- Candidates should read the Testreach candidate FAQ section for further information on system requirements available on the Testreach website
- For more information about remote invigilation visit our website; [remote invigilation link](#)

The exam centres for the Paediatrics Clinical examination are listed on our webpage, [MRCPI- Paediatrics Overview](#).

### 3.5 Visa

If a candidate requires a visa to sit an examination (centre-based Part II Clinical), it is the responsibility of the individual to ensure the visa application is made in sufficient time before the examination date for which it has been sought. The College has no influence in granting or refusing visas. A refund will not be given if a candidate is unable to attend the examination as a result of a visa related problem.

### 3.6 Examination Fees

The fees payable on application for the MRCPI Paediatrics Examinations are published annually. Please refer to the website <https://www.rcpi.ie/Learn-and-Develop/Examinations/Examinations-Calendar> which is updated regularly.

Candidates will be permitted to take the examination only when all fees are paid in full.

### 3.7 Withdrawal from the Examination

Notice of withdrawal from an examination must be given in writing to the College. A refund less 10% will be made if written notice of withdrawal is received by the College on or before the closing date of application to the examination. Refunds will not be made where candidates submit their withdrawal request after the application closing date.

For Written examinations, candidates may request a deferral of their application to the next diet after the closing date of applications. An administration fee of €100 will be charged to complete the deferral request. Written notice of deferral must be received by the College on or before the examination date. No fee will be held over to a future examination unless there are exceptional extenuating circumstances. For further details, please see the [RCPI Cancellation Policy](#).

### 3.8 Cancellation of Examination

RCPI reserves the right to cancel, reschedule the date, or change the location of an exam. In the event of a reschedule or cancellation by RCPI, the College will endeavour to inform all applicants at least six weeks prior to the exam date. If an exam is cancelled or rescheduled by RCPI, candidates will be offered a full refund or option to transfer to another date if applicable. For further details, please see the [RCPI Cancellation Policy](#).

### 3.9 Examination Registration

#### **Written Examinations:**

All candidates taking the examination via remote invigilation will be emailed by our online exam provider, TestReach approximately 10 days in advance of the examination date. This email will contain the candidate's login credentials and instructions to download the Exam Application on the device the candidate will use to take their examination.

Candidates will receive a second email notifying them that they have been assigned to the examination. The email contains instructions for the candidate to login to the application and test their device, webcam, microphone, and speakers. The candidate is also instructed to book a time slot to start their examination. The start time of the examination is based on the candidate's location and time settings on their device. **This step must be completed at least 72 hours before the exam**, or the candidate will not be able to start the examination.

On the day of the examination candidates are instructed to login into the Exam Application at least 15 minutes before their exam start time. This is to allow time to connect with the invigilator/supervisor and to complete the pre-validation process (including proof of identity check), before beginning the examination.

Any candidates who arrive or login after their allocated registration time, **will not be permitted to take the examination.**

#### **Clinical Examinations:**

Candidates taking the Clinical exam are required to prove their identity as part of the exam registration, by providing their examination allocation letter and government issued photo id (passport, driver's license, etc.).

For the purposes of visual identification, any candidate sitting the examination will 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.

### **3.10 Limited Attempts Policy**

Candidates sitting MRCPI examinations will be allowed a maximum of six attempts for each component i.e., 18 attempts in total if the examination consists of three parts.

Candidates who reach six attempts at any examination will be allowed to apply for one final additional attempt. To allow for sufficient additional training and education there must be a minimum of six months or one examination diet between the sixth and the additional (seventh) attempt. The maximum time allowed between the sixth and the additional (seventh) attempt is three examination diets. Only one additional attempt will be permitted.

The number of attempts is counted from a candidate's first sitting of an MRCPI examination, not from the effective date of this policy.

<b>Examination</b>	<b>Maximum Number of Attempts</b>	<b>Time limit to Pass</b>	<b>Additional Attempt</b>	<b>Maximum Time limit for completing Additional Attempt</b>
Part I Written	6	Unlimited	1	3 diets from the 6 <sup>th</sup> attempt
Part II Written	6	6 years	1	3 diets from the 6 <sup>th</sup> attempt
Part II Clinical	6	3 years	1	3 diets from the 6 <sup>th</sup> attempt

Please refer to our [limited attempts policy](#) for more details

## **4. Preparation for MRCPI Paediatrics Examinations**

The Membership examinations are aligned with RCPI Basic Specialist Training (BST) curriculum.

The BST curriculum serves as a blueprint for the examination. The current BST curriculum is available on our website [BST Curriculum](#) and presents a framework of topics which should be covered, but it is not intended to be comprehensive, and candidates should not limit their studies solely to these topics.



## 5. MRCPI Paediatrics Part I

### 5.1 Examination Format

The questions in the Part I paper test basic knowledge expected with clinical exposure in General Paediatrics at SHO level in Ireland. The examination questions are designed to test a broad knowledge of the basic physiology and physical findings of the neonate, child and adolescent, as well as clinical literature published in paediatrics, public health related to paediatrics and the fundamentals of managing common paediatric conditions.

The examination consists of one paper with 100 Single Best Answer (SBA) questions. Candidates have three hours to complete the exam. The examination is delivered online via remote invigilation.

Each question is equally weighted. There is no negative marking, so you are strongly advised to give a considered response to every question.

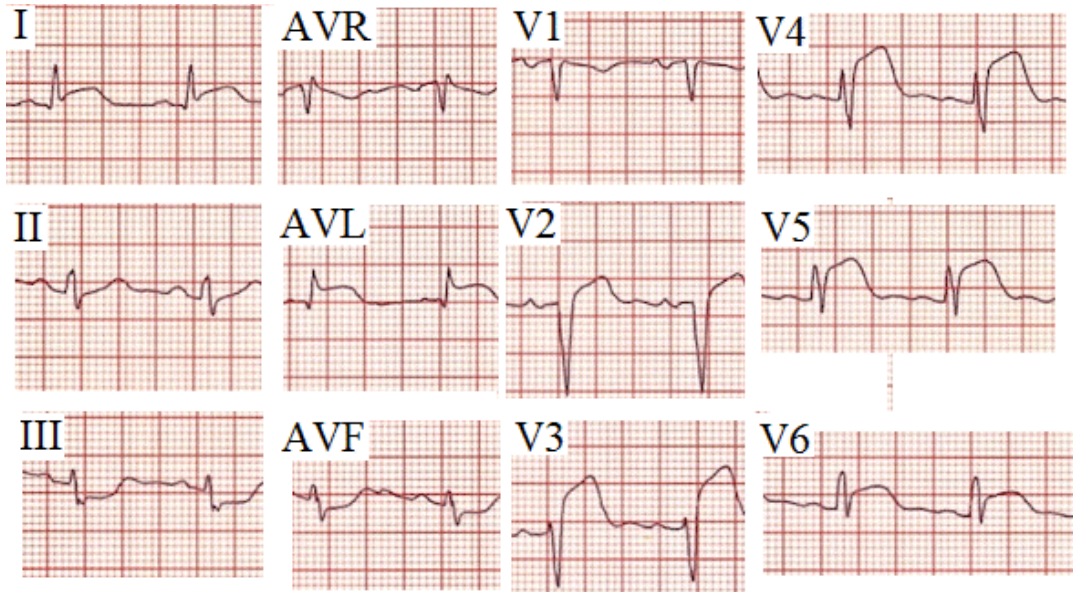
The questions will appear in the format of the following example:

*A 55-year-old man presents to the Emergency Department with a one-hour history of severe central chest pain which increased over about 15 minutes, spread down his left arm and was since then persistent. He also has nausea and vomiting. He has a long history of chest pain on exertion, which had worsened during the previous week. He is a cigarette smoker.*

*On examination, he is sweating. His pulse is regular at 100 beats per minute and his blood pressure is 132/84 mmHg. There is a short mid-systolic murmur audible at the apex. There are crackles in both lung fields, left worse than right.*

#### *Investigations*

<i>troponin T</i>	<i>not elevated</i>
<i>creatinine kinase</i>	<i>60 U/L (24–195)</i>
<i>C reactive protein</i>	<i>2 mg/L (&lt;10)</i>
<i>ECG</i>	<i>see IMAGE below</i>



What is the most likely diagnosis?

- A. aortic dissection
- B. myocardial infarction
- C. oesophageal rupture
- D. pericarditis
- E. pneumothorax

Correct answer B.

## 5.2 Blueprint

Paediatrics Part I examination covers questions and cases across the age range from neonates to adolescence, examining acute and chronic care under the following topics.

	Clinical Topic	Number
1	Allergy and immunology	2 - 5
2	Basic science of genetics	2 - 5
3	Cardiology	4 - 8
4	Child Protection	1 - 3
5	Pharmacology	2 - 5
6	Dermatology	2 - 5
7	Development and Behaviour	4 - 8
8	Complex needs and Rehabilitation	1 - 3
9	Endocrinology and Growth	2 - 5

10	ENT	2 - 5
11	Gastroenterology/ Hepatology	4 - 8
12	Haematology	2 - 5
13	Infectious Diseases	4 - 8
14	Medical Oncology	2 - 5
15	Metabolic	2 - 5
16	Muscular Disorders	2 - 5
17	Nephrology	4 - 8
18	Neurology	2 - 5
19	Fluids and Nutrition	4 - 8
20	Ophthalmology	1 - 3
21	Orthopaedics	1 - 3
22	Surgery	2 - 5
23	Respiratory Medicine	4 - 8
24	Rheumatology	2 - 5

#### Areas of Clinical Knowledge Part I Written

	<b>Areas of Knowledge</b>
1	Clinically orientated application of basic science
2	Recognising the normal vs. sick child
3	Recognition and initial management of emergencies
4	Solving Common Problems
5	Diagnosis and the use of diagnostic tests

### 5.3 Marking

The standard necessary to achieve a pass is set to achieve excellence in paediatrician training. Every question is carefully reviewed and assessed for difficulty.

Each question is equally weighted. There is no negative marking; therefore, candidates are encouraged to answer all questions.

Data files containing candidates' answers are automatically verified and scored against an answer key in the system. Mathematical performance indicators are then calculated and scrutinised by the Board, to confirm the fairness of every question. The pass mark is approved by the Board of Examiners for each examination.

## 6. MRCPI Paediatrics Part II Written

### 6.1 Examination Format

The Paediatrics Part II examination tests advanced knowledge, problem solving and management of emergency situations in General Paediatrics with an increased focus on specialist areas. It is

expected that potential Part II Written candidates will gain a further 6 – 12 months clinical experience after successful completion of the Part I written examination.

Questions may include photographic reproduction of clinical findings and graphical data or on occasions, pathological material relating to the questions concerned.

The examination consists of two papers, Short Answer Question (SAQ) Paper, containing 20 questions and Single Best Answer (SBA) paper containing 80 questions. Each paper is 2.5 hours long with an hour break in between. The examination is delivered online via remotely invigilation. You must achieve a pass in both papers to pass the exam.

### **SAQ Paper**

Each SAQ question consists of an initial stem followed by a series of related questions.

Answer only what you are asked (there are no marks for including material not in the questions). Avoid using abbreviations as these may not be accepted.

The questions can appear in the format of the following examples:

A 7-year-old boy presents with a two-day history of limp and thigh pain. There is no history of injury.

- a. What is the differential diagnosis (give 3)?
- b. What clinical sign would support your diagnosis?
- c. What investigations would help (give 4)?

or

In a study on children with type 1 diabetes, 10% of the children who received twice daily insulin injections developed microalbuminuria versus 2% of children managed with an insulin pump.

- a. Calculate the relative risk reduction (RRR).
- b. Explain NNT.
- c. What is the number needed to treat (NNT)?
- d. Calculate the absolute risk reduction (ARR).

### **SBA Paper**

Single Best Answer (SBA) questions consist of a 'vignette' (clinical scenario) followed by five possible answers. You must select the single best answer.

Each question is equally weighted. There is no negative marking, so you are strongly advised to give a considered response to every question.

## **6.2 Blueprint**

The Paediatrics Part II examination tests advanced knowledge, problem solving and management of emergency situations in General Paediatrics with an increased focus on specialist areas under the following topics.

	<b>Clinical Topic</b>	<b>Number</b>
1	Allergy and immunology	2 – 5
2	Cardiology	4 – 8
3	Child Protection	2 – 5
4	Clinical Pharmacology	2 – 5
5	Complex needs and Rehabilitation	4 – 8
6	Dermatology	2 – 5
7	Development and Behaviour	2 – 5
8	Endocrinology and Growth	4 – 8
9	ENT	1 – 3
10	Epidemiology and Statistic	1 – 3
11	Ethics and professionalism	1 – 3
12	Fluids and Nutrition	2 – 5
13	Gastroenterology and Hepatology	4 – 8
14	Haematology	4 - 8
15	Infectious Diseases	4 – 8
16	Medical Oncology	2 – 5
17	Mental Health	2 – 5
18	Metabolic	2 – 5
19	Nephrology	4 – 8
20	Neurology And Muscular Disorders	4 – 8
21	Ophthalmology	1 – 3
22	Orthopaedics	1 – 3
23	Respiratory Medicine	4 – 8
24	Rheumatology	2 – 5
25	Surgery	1 – 3

#### Areas of Clinical Knowledge Part II Written

	<b>Areas of Knowledge</b>
1	Recognition and management of emergencies
2	Long term management
3	Complications of illness and treatment
4	Diagnosis and the use of diagnostic tests
5	Neonatal Medicine
6	Care of the complex patient
7	Adolescent Medicine

### 6.3 Marking

Candidates are required to pass both papers (SAQ & SBA) individually to achieve an overall pass in the examination.

The two papers will be marked independently. There is no negative marking; therefore, candidates are encouraged to answer all questions.

The examination results are scrutinised by the Board, to confirm the fairness of every question. The pass mark is approved by the Board of Examiners for each examination.

## 7. MRCPI Paediatrics Part II Clinical

### 7.1 Examination Format

Paediatrics Part II Clinical examination is the final examination which must be completed to be eligible to be conferred as a member of the Royal College of Physicians of Ireland (MRCPI) in Paediatrics.

The MRCPI Paediatrics Part II Clinical examination will focus on the ability of the candidate to demonstrate proficiency in the areas of history taking, communication, physical examination, problem solving and basic steps in the assessment and management of the neonate, child or adolescent with acute or chronic disease.

The Clinical examination consists of six short case stations. These cases will be similar to an outpatient encounter or a clinical assessment of a patient in a medical admissions unit. All candidates should see a case mix that allows them to demonstrate a range of clinical skills.

#### **Six short case stations**

Candidates will be examined by six independent examiners (one in each station) for 12 minutes each on their ability to elicit and interpret physical signs in various clinical systems. There are two types of short cases:

Clinical cases

Communication skills / Ethics cases

Typically, there will be 3 clinical cases and 3 communication skills / ethics cases.

#### **Clinical Cases**

Each case will be examined by one examiner who remains at this station for the duration of the examination.

A candidate will have 10 minutes in which to perform a focused and directed examination on the patient after which a timing notification will be given. Candidates will then have two minutes to summarise and discuss investigations and management of the case. A notification will be given after 12 minutes to state the ending of the station.

Candidates will move to await the next station and rest for two minutes to compose before entering the next station. During these two minutes the examiner will complete the marksheet and write comments where necessary.

## **Case descriptions**

Throughout the examination, candidates are assessed on the below skills:

- Clinical communication skills
- Managing relationships: Interaction with child and/or parent
- Clinical technique & findings
- Differential diagnosis and recognizing the well child
- Clinical judgement
- Recognising red flags and patient safety

Candidates will see a range of children of different ages or role players and may be asked questions about genetics, epidemiology, or pharmacology throughout the examination.

## **List of Stations:**

### **Observed History**

Cases will be patients or actors with common General Paediatrics presentations. At this station the candidate is expected to take a full patient history. The clinical judgement discussion will focus on the correct presentation of the case history and the candidate's management plan for the patient.

### **Communication and Ethics**

Simulated scenarios with either parents or actors. These may include ethical dilemmas based on the medical council guidelines. Scenarios may include common paediatric presentations, child protection, or mental health.

### **Growth and Development**

At this station a candidate may be asked to assess growth or complete a development assessment. The candidate is expected to exhibit knowledge of normal growth and development and potential concerns. The candidate is expected to understand care over the lifespan including vaccinations, care of common childhood illnesses and nutrition.

Structure: Observed case with questions. Developmental complexity may be assessed.

## **Clinical examination cases**

### **Cardiology or Respiratory**

Cardiology: This station will review a candidate's ability to perform a cardiology examination and cases can include any common cardiology presentation.

OR

Respiratory: This station may include an ears nose and throat (ENT) exam. A candidate will perform a respiratory examination and cases may include any common respiratory presentation.

### **Neurology or Gastrointestinal Tract (GIT)**

This station will primarily include Gastroenterology and Hepatology. It may also cover fluids and nutrition.

Neurology - This station will include common neurological presentations, it may also include musculoskeletal cases and can include aspects of ophthalmology.

### **Other Subspecialty Case**

This will assess the application of General Paediatrics Skills in one of the following:

- Allergy
- Dermatology
- Endocrinology
- Haematology
- Immunology
- Infectious diseases
- Metabolic
- Nephrology
- Oncology
- Rheumatology

## **7.2 Marking**

Marking Scheme:

- Each station will be marked by a single examiner. For consistency, each examiner will have calibrated the examination with a colleague who is examining the same examination in a different station on the same day
- The performance of all candidates will be reviewed on the day of the clinical examination
- Outcomes of the clinical examination will be presented to the Part II Examinations Board and results released within 2 to 3 weeks after the examination date

### **Passing Criteria:**

To achieve an overall pass result, candidates must meet the following requirements:

- Pass the minimum number of cases required which is determined by the Examination Board
- Pass the minimum number of cases required from each category of cases as determined by the Examinations Board
- Pass all skills

Each mark sheet describes characteristics defining satisfactory and unsatisfactory performances in each skill. The borderline judgement will be used if the examiner believes that a candidate has not fully demonstrated the skills required but decides that some credit should be given for their performance.



## 8. Examinations Rules and Guidelines

These Regulations apply to all examination candidates of the College. Candidates should note that by applying to sit an examination, they are deemed to have understood and agreed to comply by these Regulations.

8.1. Candidates will not be permitted to take the Written examination if they do not register their start time in advance or if they login to the exam after their allocated start time. Candidates will not be permitted to take the Clinical examination if they arrive after their allocated registration time.

8.2. Candidates must have a government issued photo id (e.g., passport or driver's licence), as proof of identity, the candidate's name must be stated in the same manner as on their examination application. Candidates will not be admitted to take the examination unless they produce photographic identification.

8.3. Candidates should note that drugs will almost always be referred to by their UK approved names (National Formulary) rather than their trade names. Biochemical and other measurements will be expressed in SI units.

8.4. Candidates are not permitted to have in the exam environment where they are sitting the remote exam, smart technology, additional laptop computers, headsets, tablets, calculators, textbooks, documents, any recording equipment or personal items of any kind other than those specifically allowed for that particular examination and previously notified to them. Any candidate found to be in possession of any of above during the examination will receive an infringement warning from the exam invigilator/supervisor.

8.5. Candidates may not carry any device that can store or record information or be used for communication (e.g., mobile phones or smart watches), headsets, calculators, textbooks, documents or personal items of any kind other than those specifically allowed for that particular examination while in the examination. Candidates taking a Clinical examination will be required to hand over their phone and/or smart devices to the Examination Coordinator for the duration of the exam. Any candidate found to be in possession of any of the above during the examination will have their exam suspended and will automatically fail the examination.

8.6. Candidates will be required to comply with the infection control procedures in place at examination centres to support delivery of the clinical examination in accordance with local and government guidance. Please note that procedures may vary according to the centre.

8.7. It is strictly forbidden for candidates to talk or attempt in any way to communicate with anyone other than the examiner/invigilator/supervisor while the written and/or clinical exam is in progress.

8.8. Candidates taking written examinations are not permitted to switch the webcam off, lean out of the webcam view, block the webcam, commence hand movement that could be interpreted as sign language, glance at other areas of the room that the invigilator cannot see, behave in an unsuitable or inappropriate manner to the invigilator/supervisor. If a candidate engages in any of these actions, they will receive an infringement warning from the exam invigilator/supervisor.

8.9. Smoking or vaping is not permitted during the written and/or examinations.

8.10. One brief (<5 minutes) comfort break is permitted during the written examination. No additional time be added to the examination to compensate for breaks. The supervisor will record the time that the candidate leaves their desk and when they return. If a candidate takes more than one break, or a break longer than five minutes, their performance will be subject to an enhanced

review of the proctoring record and analysis of their keystroke/clickstream data obtained after the examination. Candidates who require to take an additional break for medical reasons should request this through reasonable adjustments process. Supporting evidence will be required for such requests.

8.11. Dress and appearance are an important aspect of professionalism. For the Clinical component of MRCPI, you should dress in a smart and conservative manner. Your fingernails should be short and clean. You must adhere to the local Hospital policy.

At examination centres in Ireland, you are usually required to wear a short-sleeved shirt or blouse, with no neck-tie, false nails, wrist-watch or wrist jewellery (a plain wedding ring may be acceptable)

8.12. To facilitate the assessment of non-verbal communication skills and interaction with patients, examiners, and invigilators, RCPI will require exam candidates, for the duration of the examination, to remove any clothing and/or other item which covers all, or part of, their face.

8.13. Candidates will be prevented from proceeding with the clinical exam if the examiners believe that they are too unwell to continue or if their conduct is likely to endanger patient safety, cause distress or disrupt other candidates. Candidates who are considered by examiners to be acting in an unprofessional, improper, or inappropriate manner during examination will be asked to stop that particular part of the examination and may be prevented from continuing with the examination. RCPI will also report these issues to candidates' employers or supervisors.

## **9. Emergency and Fire Evacuation**

9.1. Candidates taking written examinations via remote invigilation: if there is an emergency at the location where you are taking the exam, notify the invigilator/supervisor and follow the evacuation guidelines for the location. The invigilator/supervisor will submit your examination and notify the RCPI Examination Department of the incident. Each incident will be reviewed by the RCPI Examination Department on a case-by-case basis.

9.2. Candidates taking clinical examinations: if there is an emergency follow the emergency policy for the centre location.

9.3. The College staff member and Invigilators should collect the exam register and evacuate to the assembly point using the emergency exits.

9.4. At the assembly point(s) the College staff member and invigilators will check the candidates against the examinations register.

9.5. If it is possible to resume the clinical examination, candidates will return to their station and time will be resumed from when the alarm was raised. Candidates will be informed of the revised finishing time for the examination.

9.6. A written report of the evacuation will be filed by the College.

9.7. In the event that it is not possible to resume the exam within a reasonable time period, the examination will be re-scheduled. In this case, candidates will be contacted by the Examinations

Department regarding alternative examination arrangements. Candidates may then leave when safe to do so.

## **10. Examinations Code of Conduct**

This code applies to all examinations candidates and includes behaviour and all contact with Examiners, Invigilators, Patients and RCPI Staff, before during and after the examination. By submitting an application for an MRCPI examination, candidates are confirming that they have read, understood and will abide by these regulations, the candidate code of conduct, and the supporting regulations and guidance on the RCPI website. Misconduct includes, but is not restricted to:

- Any attempt to communicate with another candidate or any person other than an invigilator/supervisor during the examination.
- Any attempt to gain access to or plagiarise the work of another candidate.
- Any attempt to gain or pass on information with regard to the content of the examination in advance of, during or after the examination.
- Any form of cheating or conduct likely to give an unfair advantage to the candidate or others.
- Bribery of another candidate or examination official.
- Bringing in or removing any materials other than those specifically permitted into any examination.
- Failure to act with respect for fellow candidates at all times.
- Failure to abide by the instructions of an invigilator/supervisor or other examination official.
- Failure to ensure patient, surrogate or actor comfort and safety at all times during clinical exam interaction.
- Failure of a candidate to inform RCPI if any limitations on medical practice are placed on them by the Irish Medical Council or the equivalent regulatory body in the country in which they practice.
- Failure to maintain strict confidentiality regarding patient identity or details, before during or after the examination.
- Failure to respect patient, surrogate or actor dignity and modesty at all times.
- Falsification or alteration of any results document or qualification.
- Impersonation of a candidate.
- Unacceptable, inappropriate or disruptive behaviour at all times, including but not limited to harassing and/or bullying RCPI staff, invigilators, examiners, patients, surrogates and actors.

Any candidate acting in breach of any of the above Regulations, or of any further rules and regulations communicated to them by RCPI or an Exam Provider, or misbehaving in any way, may be suspended from the examination, or be deemed to have failed the examination. If an infringement of the College Regulations is deemed to be particularly severe, the candidate concerned may be permanently disbarred from entering any future College examinations.

### **10.1. Reporting Procedure of Examinations Misconduct**

Suspected misconduct may be reported to the College by examiners, invigilators/supervisors, candidates, patients and any other person who becomes aware of suspected misconduct.

Where an invigilator/supervisor suspects a candidate of violation of examination rules and guidelines, they will:

- a. Confiscate any unauthorised material in the possession of the candidate.
- b. Make a note of the time when the alleged infringement was discovered.
- c. Allow the candidate(s) to continue the examination.
- d. For a remote invigilation exam, the invigilator may terminate the candidate's exam session in the case of major violations of the exam rules, such as leaving the room without authorisation or communicating with unauthorised persons.
- e. Inform the candidate(s) at the end of the examination that a written report of the incident will be submitted to the Director of Examinations and the Examination Board Chair.
- f. Within one working day of the examination, the invigilator/supervisor will submit a written report on the alleged infringement.

## 10.2. Investigation Procedure of Examinations Misconduct

The Examinations Manager will review the report of the alleged case of misconduct within three working days of the examination and will determine whether there is sufficient evidence of a case to be answered after consulting with other members of College staff where necessary. In cases deemed to be of a very minor or technical nature, a letter of reprimand will be issued to the candidate, and no further action is taken.

In all other cases the Examinations Manager will review the report with the Faculty of Paediatrics and the Associate Dean of the Examinations. Following the review, the candidate will be informed of the allegations in writing within 10 working days of the examination.

The candidate will be invited to reply to the allegation of misconduct, within 10 working days from receipt of the email/letter. If the candidate does not respond to the letter within the specified time frame, the College will consider this as an acknowledgment of the allegation and will proceed to the next phase of the misconduct investigation procedure.

Following a response from the candidate, the College will acknowledge the receipt of the response.

Associate Dean of the Examinations will prepare a file which includes the candidate's response if one has been received and send the file to the Examinations Committee for a final decision along with a recommendation of an appropriate penalty.

The candidate will be notified of the final decision within 30 days of the examination date.

A candidate who believes that there was an error in the conduct of the investigation may, within 10 working days of receiving the Committee's decision, request a review of the investigation by the College Censors.

The College Censors shall review all information provided by the candidate, to determine if the correct procedure was followed in the conduct of the investigation, and if the investigation was fairly treated. The purpose of this review is solely to determine if such a procedural irregularity has occurred and is not to relitigate the decision.

If the review concludes the investigation to be fair the candidate will be notified within 10 working days from receipt of their request.

If the College Censors determines that there was an error in the conduct of the investigation, she/he may refer the matter back to the Examinations Committee for further consideration. The candidate will be notified of the status of their review request and provided with an estimated timeline for the final decision. The Registrar shall then refer the matter to the College Executive, which shall decide on any appropriate further action. The decision of the College Censors and/or College Executive shall be final.

## **11. Reasonable Adjustment Arrangements**

Any candidate who has a physical disability, learning disability or any other special need that they believe could affect their performance in an examination, may be entitled to adapted examination arrangements. The purpose of any specific arrangement is to compensate for any restrictions imposed by a disability without impairing the validity of the examination. All such candidates should inform the Examinations Department at the time of application of their circumstances in writing, together with a consultant's report to support their application. Failure to include this information at the time of application may affect the arrangements that can be put in place in time for the examination. The information provided is treated strictly confidentially. For further details, see Reasonable Adjustments Policy: [Examinations Policies and Procedures](#).

## **12. Examination Results**

The College processes the marking of the MRCPI Paediatrics examinations as quickly as possible, consistent with ensuring accuracy, fairness and a stable pass standard.

For Written exams, data files containing candidates' answers are automatically verified and scored against an answer key in the system. Mathematical performance indicators are then calculated and scrutinised by the Board, to confirm the fairness of every question. The pass mark is approved by the Board of Examiners for each examination.

Every effort is made to inform candidates of their result before the closing date for receipt of applications for the next available MRCPI Part II Written examination or MRCPI Part II Clinical examination, as appropriate, although admittance to that examination cannot be guaranteed.

For clinical exams, individual results letters giving detailed breakdown of performance are prepared for each candidate. Examination results will be sent via email to candidates approximately three working weeks after the examination. Under no circumstances will examination results be given over the telephone, by fax, or by visiting the College in person.

Please refrain from telephoning or emailing the College regarding your result during this period, as this will delay the process.

### **12.1 Recheck Procedure and Appeals Policy**

Candidates can request a recheck of their examination results in the Part I or Part II Written MRCPI examination. A fee of €150 applies for this procedure. The fee will be refunded if a recheck changes the overall examination result to a pass mark. Exam marks are generated by a rigorous process with multiple safeguards and are also reviewed by the Examinations Board before the results are released. Given the nature of single best answer questions, the quality assurance measures

undertaken by the Board, and the exam being conducted via computer-based testing, the margin for error is negligible and therefore it is highly unlikely that a recheck will result in a change to an exam result.

Candidates wishing to request a recheck of their exam results, must submit their request in writing to the Examinations Department [exams@rcpi.ie](mailto:exams@rcpi.ie). The candidate will be required to complete the recheck application form and pay the applicable fee within four weeks of the results release date.

As the Clinical examination is a 'live' exam there is no facility for re-checking Clinical Examination results/grading. However, should a candidate wish to get feedback on their detailed results letter they should contact the examinations department directly by email ([exams@rcpi.ie](mailto:exams@rcpi.ie)) within 10 working days of result letter issue.

An 'appeal' is defined as a request for a review of a decision made by or on behalf of an Examinations Board about the performance in an examination of a candidate subject to the grounds of appeal as set out in the in the appeals policy.

The only accepted grounds for an appeal are if there is clear evidence of procedural irregularity in the conduct of the examination or there were exceptional circumstances which adversely affected a candidate's performance.

Candidates are expected to notify Examinations staff of any irregularity regarding their examination during the examination or within 48 hours of the examination. at the earliest opportunity.

Please refer to our appeals policy for more details: [Examinations Policies and Procedures](#)