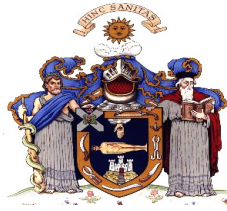


THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH



REGULATIONS RELATING TO THE DIPLOMA OF MEMBERSHIP IN ORAL AND MAXILLOFACIAL SURGERY (MOMS RCSED)

February 2011

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IMPORTANT NOTE: THESE REGULATIONS ARE UNDER CONTINUAL REVIEW THEREFORE IT IS RECOMMENDED THAT CANDIDATES KEEP IN REGULAR CONTACT WITH THE COLLEGE TO ENSURE THAT THEY HAVE THE MOST UP-TO-DATE INFORMATION.

THE EXAMINATION SECTION WILL BE ABLE TO ADVISE (00 44 (0) 131 527 1600) OR YOU MAY VISIT THE COLLEGE WEBSITE: www.rcsed.ac.uk

1 INTRODUCTION

- 1.1** This document contains the Regulations for the Diploma of Membership in Oral and Maxillofacial Surgery of the Royal College of Surgeons of Edinburgh.

Further information can be obtained from the Examination Section:

Examination Section
The Royal College of Surgeons of Edinburgh
3 Hill Place
Edinburgh
EH8 9DS

Telephone +44 (0)131 527 1600
Dental.exams@rcsed.ac.uk
www.rcsed.ac.uk

- 1.2** All sections of the Examination are conducted in English.

2 THE PURPOSE OF THE EXAMINATION

- 2.1** The Examination is intended to test the candidates' knowledge and understanding, supporting their clinical competence, at a level expected of a trainee who has completed a minimum of 30 months in a full time three year specialist training programme, or equivalent. It should cover the breadth of the Learning Outcomes (see Appendix A).
- 2.2** The Learning Outcomes to be tested by the Examination are listed in Appendix A. The list is intended not to be prescriptive but to give candidates a guide to the topics that may be included in the Examination. It is important to note that the Examination is a Specialty Examination and that the level of knowledge and understanding expected in any area will not exceed that which would normally be expected of a clinician who has completed or is completing their specialty training in Oral and Maxillofacial Surgery.
- 2.3** The Examination is designed to test the candidates':
- (i) knowledge and understanding across the Oral and Maxillofacial Surgery defined Learning Outcomes.
 - (ii) ability to diagnose and provide appropriate treatment plans patients presenting with Oral and Maxillofacial Surgery problems.

3 STRUCTURE OF THE EXAMINATION

The Examination comprises three sections, which are described in detail in Appendix C – Guide to Candidates. Candidates must pass each section to gain a pass in the Examination overall.

3.1 Section 1 – Written Paper

A three hour written paper consisting of Multiple Short Answer Questions.

3.2 Section 2 – Structured Clinical Scenarios

A two hour clinical examination with clinical records related to treatment planning and patient care.

3.3 Section 3 – Clinical Presentation of Case Histories

Assessment of four cases each describing a patient personally treated by the candidates, followed by a thirty minute structured oral examination on the four cases.

4 ENTRANCE REQUIREMENTS

4.1 All candidates must provide certified evidence of a primary dental qualification that is acceptable to the Council of the Royal College of Surgeons of Edinburgh.

4.2 All candidates must provide evidence that they will have completed a period of 30 months full-time (or part-time equivalent) in this specialty.

4.3 Candidates who do not exactly fulfill the above requirements may apply for special consideration of their experience provided they submit the full details to the Examination Section of the College.

5 ELIGIBILITY FOR AWARD OF THE DIPLOMA

5.1 To be eligible for the award of the Diploma candidates must provide evidence of having complied with all parts of the Regulations and passed the Examination.

5.2 Candidates who have passed the examination after between two and a half and three years of training (or part-time equivalent), will be eligible for the award of the Diploma only on completion of their clinical training period.

6 APPLICATION FOR ADMISSION TO THE EXAMINATION

6.1 Applications for admission to the Examination must be fully completed, with the required certified evidence and accompanied by the full amount of the fee payable for the Examination.

6.2 Applications for admission to the Examination must be received by the closing date specified in the Examination Calendar. Applications received after the closing date will not normally be processed.

- 6.3** Applications must be sent to the Examinations Section of the College or made online. Further information regarding the Examination can be downloaded from the College website www.rcsed.ac.uk, or obtained from this address

Examinations Section
The Royal College of Surgeons of Edinburgh
The Adamson Centre
3 Hill Place
Edinburgh
EH8 9DS
Scotland
Telephone No +44 0131 527 1600
dental.exams@rcsed.ac.uk
www.rcsed.ac.uk

7 RESULTS

- 7.1** Results will be posted on the College website and distributed by post.

8 FEEDBACK

- 8.1** Unsuccessful candidates will be provided with written feedback on their performance in sections 2 and 3 of the Examination where requested.

9 LIMITATION ON THE NUMBER OF ATTEMPTS

- 9.1** Under normal circumstances the maximum number of times candidates may sit the examination is three unless there are extenuating circumstances. For each sitting, candidates must comply with all parts of the Regulations.

10 INFRINGEMENT OF THE REGULATIONS

- 10.1** The College may refuse to admit to the examination, or may not allow to proceed with the examination, any candidate who infringes any of the regulations or who is considered by the examiners to be guilty of behaviour prejudicial to the proper management and conduct of the examination. Examples of such infringements are as follows:
- 10.2** Entry to the examination being attempted by making false claims about eligibility or falsifying entry documentation, including the submission of documented case histories and a log book containing plagiarised or incorrect content. The College reserves the right to make checks to validate any information or documents supplied by the candidate.
- 10.3** Unfair advantage being sought or obtained: by possession of material during an examination that might give advantage (including electronic communication devices); by plagiarism of any description; by communicating or attempting to communicate with another candidate once the examination has commenced; or by refusing to follow instructions given by examiners or examinations staff regarding the conduct and procedure of the examination.

- 10.4 Removal of, or an attempt, to remove from the examination room, any confidential examination material.
- 10.5 Any attempt to obtain confidential information relating to the examination from an examiner or examination officials.
- 10.6 Passing confidential information on the content of the examination to another candidate or other third party.
- 10.7 This list is not exhaustive. Further information can be obtained from the guidelines on suspected malpractice available on the College Website.

11 APPEALS AND COMPLAINTS

Candidates wishing to lodge an appeal or complaint must do so in accordance with the College Examinations Complaints and Appeals Procedures. The full procedural document can be downloaded from the College website at www.rcsed.ac.uk or obtained from:

Examination Section
The Royal College of Surgeons of Edinburgh
3 Hill Place
Edinburgh
EH8 9DS
SCOTLAND

Email: dental.exams@rcsed.ac.uk

12 WITHDRAWAL FROM THE EXAMINATION

- 12.1 Any candidate who wishes 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 an 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 any candidate who withdraws after the closing date. Candidates should refer to the document "Advice to Candidates" which can be downloaded from the College Website or obtained from the Examination Section.
- 12.2 Any candidate who wishes 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 28 days following the date of the candidate's programmed examination date.
- 12.3 The College reserves the right to review admission to the examination on an individual basis in exceptional circumstances.

13 CANDIDATES WITH SPECIAL CIRCUMSTANCES

Special examination and other assessment arrangements may be made for candidates with permanent or temporary disability. These arrangements are intended to allow candidates to perform to the best of their ability. It is the responsibility of the candidate to notify the Examinations Section when they submit their application of any special circumstances. Applications for special consideration must be supported by written evidence in the form of a medical report from their General Practitioner for medical conditions (an educational psychologist's report is required for requests for extra time because of dyslexia). Details can be found on the College website: www.rcsed.ac.uk

14 EXEMPTIONS

- 14.1** Exemption from section three of the Examination (clinical presentation of case histories) will be granted to candidates who fail the Membership in Oral and Maxillofacial Surgery if they have obtained a pass in this section of the Examination.

15 PROOF OF IDENTITY AT THE EXAMINATION

- 15.1** Candidates must bring their passports to each part of the examination. Exceptionally, candidates who are not in a position to provide a passport must produce an official document that includes their name, signature and a current photograph e.g. current photographic driving licence.
- 15.2** For the purpose of visual identification, any candidate sitting any 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 in the visual identification of candidates.
- 15.3** To facilitate the assessment of verbal and non-verbal communication skills and interaction with the examiner and/or with an actor simulating a patient, the College reserves the right to require candidates to remove any clothing and/or other item which covers all, or part of the candidate's face.

16 DIPLOMA CERTIFICATE

Candidates who pass the Examination shall be entitled to the designation of Member in Oral and Maxillofacial Surgery of the Royal College of Surgeons of Edinburgh (MOMS RCSEd) and shall receive a diploma bearing the seal of the College signed by the President, the Dean of the Faculty of Dental Surgery and the Secretary to the College. The form of the diploma shall be as follows:

"The President and Fellows of the Royal College of Surgeons of Edinburgh hereby grant the Diploma of Membership in Oral and Maxillofacial Surgery to who has completed the required form of study and passed the necessary Examination."

Successful candidates will be granted Membership of the Faculty of Dental Surgery of the College on payment of such election fee and annual subscription as may be determined from time to time by the Council of the College. Members of the Faculty of Dental Surgery may participate in Faculty and College educational and social activities.

17 CURRICULUM

The curriculum for the examination is defined by the Learning Outcomes (Appendix A)

18 LEARNING OUTCOMES (Appendix A)

19 BLUEPRINT (Appendix B)

20 GUIDE TO CANDIDATES (Appendix C)

21 DECLARATION FORM (Appendix D)

22 CONSENT FORM (Appendix E)

23 FORMAT FOR DOCUMENTED CLINICAL CASE HISTORIES (Appendix F)