

THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH



REGULATIONS RELATING TO THE DIPLOMA OF MEMBERSHIP IN PAEDIATRIC DENTISTRY (M Paed Dent RCSED)

January 2010

Regulations

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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 EXAMINATIONS 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 Paediatric Dentistry of the Royal College of Surgeons of Edinburgh.

Further information can be obtained from the Examinations Section:

Examinations Section
The Royal College of Surgeons of Edinburgh
The Adamson Centre, 3 Hill Place
Edinburgh EH8 9DS
Phone +44 (0) 131 527 1600
Dental.exams@rcsed.ac.uk
www.rcsed.ac.uk

1.2 All parts of the examination are conducted in English.

2. AIM AND PURPOSE OF THE EXAMINATION

2.1 The Diploma of Membership in Paediatric Dentistry of the Royal College of Surgeons of Edinburgh is a summative assessment of core knowledge and competence in the field of Paediatric Dentistry as defined by the Learning Outcomes. It is intended to test the candidate's competency at a level expected of a Specialist in Paediatric Dentistry.

Aims

- To allow the candidate to demonstrate a core knowledge of Paediatric Dentistry and a level of competence in the planning and delivery of Paediatric Dentistry

3. STRUCTURE OF THE EXAMINATION

3.1 The examination consists of four parts which must all be passed independently. All parts should normally be passed at the same time.

The examination will be held in the UK and overseas according to demand.

3.2 The examination will consist of:

3.2.1 Two 90 minute written papers;

3.2.2 A 30 minute structured oral examination related to diagnosis and treatment planning for a paediatric patient for two simulated Paediatric Dentistry case studies;

3.2.3 A structured oral examination of 30 minutes based on four fully documented case histories each describing a paediatric patient personally treated by the candidate;

3.2.4 A structured 30 minute oral examination on any aspect of Paediatric Dentistry as outlined in the Learning Outcomes.

4. ENTRANCE REQUIREMENTS

4.1 To be eligible to enter for the Diploma examination all candidates **must** provide certified evidence of:

4.1.1 Possession of a primary dental qualification that is acceptable to the Council of the Royal College of Surgeons of Edinburgh.

4.1.2 Award of the Membership in Paediatric Dentistry RCSEd is dependant on evidence that a candidate will have completed a period of three years full-time (or part-time equivalent) in appropriate posts, courses and programmes of training. Candidates may, however, enter themselves for examination after two and a half years (or part-time equivalent). The training should preferably be continuous but in some cases breaks may be permitted. The total training period should not normally exceed six years. Part-time posts, courses and programmes will not normally be accepted if they are less than half-time.

4.1.3 Candidates must be able to present four fully documented case histories treated personally by the candidate normally in the last three years of full time (or part time equivalent) training as detailed in the Guide to Candidates, paragraph 3.

4.1.4 Candidates who do not exactly fulfil the above requirements may apply for special consideration of their experience provided they submit the full details to the Examinations Section of the College. The procedure can be viewed on the College's website: www.rcsed.ac.uk

5. ELIGIBILITY FOR THE AWARD OF THE DIPLOMA

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

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 examinations' calendar. Applications received after the closing date will not normally be processed.

6.3 Applications for admission to the examination should be sent to the Examinations Section of the College; application can also be made on-line on the College website. 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 (0) 131 527 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 Candidates will be given written feedback on their performance as appropriate and where requested.

9. LIMITATIONS ON THE NUMBER OF ATTEMPTS

9.1 Under normal circumstances the maximum number of times a candidate may sit the examination is three unless there are any extenuating circumstances.

10. INFRINGEMENT OF THE REGULATIONS

10.1 The College may refuse to admit to the examination, or may not allow proceeding 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:

10.1.1 Entry to the examination being attempted by making false claims about eligibility or falsifying entry documentation, including the submission of case presentations or 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.

10.1.2 Unfair advantage being sought or obtained: by possession of material or devices during an examination that might give advantage; 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;

10.1.3 Removal of, or an attempt, to remove from the examination room, any confidential examination material;

10.1.4 Any attempt to obtain confidential information relating to the examination from an examiner or examination officials;

10.1.5 Passing confidential information on the content of the examination to a third party.

10.2 This list is not exhaustive. Further information can be obtained from the guidelines on suspected malpractice available on the College Website: www.rcsed.ac.uk

11. APPEALS AND COMPLAINTS

11.1 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:

Examinations 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.

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

13.1 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 the part of the examination which relates to the four fully documented case histories will only be granted to candidates who fail the Membership in Paediatric Dentistry Examination of the Royal College of Surgeons of Edinburgh if their presented material and performance in the related oral examination has satisfied the examiners. This exemption will be restricted to two diets of the candidate's choice. No other exemptions will be permitted.

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 non-verbal communication skills and interaction with the examiner, 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

16.1 A candidate who passes the Examination shall be entitled to the designation of Member in Paediatric Dentistry of the Royal College of Surgeons of Edinburgh (M Paed Dent 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 Paediatric Dentistry 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

17.1 The curriculum for the Examination is defined by the Learning Outcomes.

Learning Outcomes (Appendix A) are available on the General Dental Council website at:

<http://www.gdc-uk.org/Dentalprofessionals/Specialistlist/Documents/PaediatricDentistry.pdf>