



DDMFR Examiner

DDMFR Part A and Part B Examiner
Contributor candidate pack



The Royal College of Radiologists

01 Welcome



It's a pleasure to welcome you as you explore the opportunity to contribute to the work of the Royal College of Radiologists. I'm delighted that you're considering joining our committed community of professionals who contribute their time, skills and experience to support our work.

At the RCR, colleagues like you are absolutely vital to the work we do. You play a key role in helping us support excellence in medical imaging, interventional radiology and cancer treatment - both now and in the future. In contributing your time, expertise, and perspective, your involvement strengthens our impact and supports the delivery of safe, high-quality patient care, which sits at the heart of everything we do.

As a Contributor, you will help us deliver the College's strategic priorities, including providing excellent standards and guidance for the workforce, delivery of high-quality professional learning, and being recognised as the experts in our fields. Your insight and involvement help ensure that our specialties continue to grow in both strength and influence.

Many of our Contributors have told us they choose to give their time because they want to make a real difference to our specialties. And by getting involved, they've also found opportunities to build lasting professional networks and stay connected with peers across the UK and beyond. The same will be true for you.

We're proud to be a college that works in partnership with its members. Our Contributors bring energy, ideas, and commitment that shape our work and our future - and we are stronger because of it.

I look forward to the opportunity to work with you.

With warm wishes,

Dr Stephen Harden

President of The Royal College of Radiologists

02 Role Summary

Role title:	DDMFR Examiner
Exam	DDMFR Part A and Part B Exams
Preferred specialties:	Clinical Radiology and Medical Physics
Term Duration	6 years
Closing date for applications:	See RCR website

Why this role exists

The acquisition of the Diploma in Dental and Maxillofacial Radiology (**DDMFR**) exam is a requirement for satisfactory completion of specialist training in dental and maxillofacial radiology. The examinations assess candidates on all aspects of dental and maxillofacial radiology against the curriculum; the Part A exams also address the basic sciences of physics, anatomy and techniques.

The DDMFR Exam Board is responsible for the exam overall, ensuring that it covers the scope of the curriculum and current practice, meets the standards set by the General Dental Council and is demonstrably fair and reliable. The Board also identifies potential improvements and makes recommendations within the wider RCR governance structure for changes to the format and structure of DDMFR exams. The Board reports to the RCR's Specialty Training Board and follows a similar quality framework as the exams the RCR runs for Clinical Radiology and Clinical Oncology.

Your impact

Being an examiner at the Royal College of Radiologists offers a profound and rewarding professional experience that has a real impact on both the field of radiology and patient care.

Examiners are given the opportunity to collaborate with colleagues from across the UK and around the world, with the process of developing exam questions not only enhancing one's own knowledge and critical thinking but also contributing to maintaining the high standards of education and practice.

Examiners ensure UK and global candidates have gold-standard exam content that supports future radiologists' competence, benefiting not only the next generation of radiologists but the wider healthcare system.

03 Key responsibilities and requirements

Examiners have a range of responsibilities, which include:

- conducting the oral exams
- marking all exams
- selecting cases to make up reporting exams
- reviewing the performance of individual exams to ensure that they meet the standards expected,
- identifying any shortcomings and making recommendations for the future
- reviewing the pattern of performance of the exam over time to ensure standards are maintained and
- identifying areas for improvement
- developing the exam to ensure that it remains relevant to the curriculum and to clinical practice
- gathering, preparing and categorising images to be used as the basis for film viewing sessions, and
- oral and reporting questions, ensuring that they are based on the approved curriculum.
- developing new questions for the examination written papers

Knowledge, qualifications and experience	Essential (E) or Desirable (D)
Applicants must be registered with one of the following regulatory bodies - Clinical Radiologists must be Fellows of the RCR in good standing Medical Physicists must be registered as a Clinical Scientist, and in good standing with, the HCPC	E
Applicants must be in clinical radiology, dental radiology or medical physics, within a substantive consultant post, for at least five years prior to appointment	E
Applicants are expected to remain in the above employment (or continue to hold a licence to practise) for the duration of their term of office as an examiner	
Demonstrate that they have undergone appropriate equality and diversity training and are willing to abide by good practice in these areas	D
Skills and abilities	
A commitment to abide by the Contributor Code of Conduct .	E
Able to demonstrate involvement in the teaching, training and – ideally – assessment of trainees	E
Be prepared to participate in induction, training, examiner appraisal and ongoing upskilling activities.	E

Other Requirements

- able to demonstrate excellent oral and written communication skills
- able to work together as part of a coherent and effective team

The standard term of office for examiners is six years, with an annual option to extend for a further year for a maximum of three years.

04 Commitment and conditions

The DDMFR Exam Board meets once a year. Most activities are conducted online with the occasional face to face meeting. Examiners will also need time to read papers in advance. Exams occur over two days at each of the main Spring (March) and Autumn (September) sittings, examiners are expected to be available for both sittings but may not be required, if no candidates apply, which can occur due to the small number of trainees in the speciality.

Support in the role is provided through the Board Chair, examiner colleagues and exams office staff, including administrators responsible for examiner support and exam delivery.

Travel to the RCR in London will be required for each exam sitting when you are an examiner. Travel and accommodation costs are covered in accordance with the [published policy](#).



05 Support and benefits of the role

Support provided to the role

The RCR will offer you strong support, ensuring that you are informed, feel valued, and are equipped to fulfil your role.

This includes:

- information and administrative support provided by an RCR staff contact
- regular engagement opportunities with RCR staff and fellow Contributors,
- RCR's Contributor Officer, providing high-level support for all Contributors,
- the opportunity to attend induction sessions, providing you with all relevant information to fulfil your role effectively,
- the [Contributor Code of Conduct](#) and [Contributor Handbook](#), which provide reassurance around our expectations of conduct and personal integrity.

Benefits of the role



Networking with a diverse community of Fellows and experts



Clear progression pathways to more in-depth roles



Wide variety of roles tailored to individual interests



Opportunities to advance Clinical Radiology and Oncology and improve patient care



CPD points available for many roles



Dedicated staff contact for personalised support

06 Application process

How to apply

Please complete the online application on the [RCR website](#). Applications must be supported by a current or former Head of School, Regional Specialty Adviser, Training Programme Director or appropriate senior line manager in a hospital environment by way of completing a supporter form. Applications are anonymised and ranked by a panel against pre-defined criteria. medical Applications must be supported by two Members of the College, each of who has held a substantive UK consultant radiologist or physicist post for at least three years. If a conversation about the scope of the examiner role would be valuable please contact Dr David Andrew, Chair, at d.andrew@sheffield.ac.uk or contact Exams Engagement and Support Co-ordinator Amelia Wardley, at amelia.wardley@rcr.ac.uk

Our commitment to Equality, Diversity, and Inclusion

We are committed to actively fostering an inclusive culture at the RCR. We uphold a commitment to building a Contributor group that reflects the diversity of our global community, and therefore we actively welcome applications from individuals from under-represented groups and diverse backgrounds. We are also dedicated to making reasonable adjustments, for example, offering documents in alternative formats to accommodate neurodiversity. If you would like to discuss this further, please contact the Contributor Officer: contributors@rcr.ac.uk

Important information for Contributors

- We encourage you to explore the [Contributor Code of Conduct](#) and [Contributor Handbook](#).
- We request that all applicants complete our [EDI Monitoring Form](#). The information you provide anonymously will help us to understand how our Contributor group represents a diverse range of experience, views and backgrounds. Please complete the form by clicking this link: [EDI Monitoring Form for Applicants to Contributor Roles](#)
- All data will be handled in accordance with our data protection policy and membership privacy notice.
- Please note that you may be required to complete a 'Declaration of conflict of interest' form.



“It’s a great network of colleagues and individuals who share similar interests in education and training.”

“One of the best things I do! Great group of colleagues.”

“An opportunity to work with some inspirational individuals & learn a lot about our specialty.”

“I found it interesting, personally developmental and hugely collaborative.”

The Royal College of Radiologists
63 Lincoln's Inn Fields
London, WC2A 3JW, UK

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