ROLE DESCRIPTION AND PERSON SPECIFICATION

Final FRCR (Part A) Examiner

Title: Final FRCR (Part A) Examiner

Responsible to: Final FRCR (Part A) Examination Committee

Term of office: The term of office for examiners is normally three years, renewable annually to six years, and examiners are expected to remain in employment for the duration of their term of office.

The acquisition of the FRCR examination is a requirement for all clinical oncology trainees to gain the award of a certificate of specialist training in clinical oncology. The Final FRCR Part A examination uses Single Best Answer (SBA) questions to build on the First examination in assessing the knowledge and skills developed during Intermediate Clinical Oncology training and must be completed before the trainee can complete the Final FRCR Part B examination.

Each clinical oncology examination committee writes questions, sources images, moderates and classifies material, selects content for individual sittings, identifies passing standards and evaluates candidate performance to a greater or lesser degree, depending on the composition and format of their particular examination. Every committee also reviews the performance of individual questions, and patterns of examination performance overall, and makes recommendations on changes to structure and content where appropriate.

The Final FRCR (Part A) Examination Committee is responsible for ensuring, on behalf of the Fellowship Examination Board, that the examination provides an appropriate assessment of the knowledge required to complete Intermediate Clinical Oncology training as defined in the syllabus section of the Specialty Training Curriculum for Clinical Oncology. The Committee ensures that the examination meets the GMC’s ‘Standards for curricula and assessment systems.’ The Final FRCR (Part A) Examination Committee reports to the Clinical Oncology Fellowship Examination Board and will have tasks delegated to it by that Board.

Working Practices

Examiners are required to dedicate approximately five days per year to the work of the Committee, including three days for question writing and two days for standard setting. Examination Committee meetings will be factored into these days.

Senior examiners will spend an additional (approx.) three days per year attending the overarching Fellowship Examination Board and participating in annual examiner induction.

Role Tasks

Participating in the business of the Committee, including:

- Writing, reviewing and editing SBA questions, ensuring that they are based on the approved curriculum
- Standard setting each paper in collaboration with the Final FRCR Part B Examination Board
• Reviewing the performance of individual examinations to ensure that they meet the standards expected, identifying any shortcomings and making recommendations for the future
• Reviewing the pattern of performance of the examination over time to ensure standards are maintained and identifying areas for improvement
• Making recommendations to the Fellowship Examination Board for changes to the content and structure of the examination

The work of the Committee may evolve in the future to include question selection, which is currently performed solely by the Final FRCR Part B Examination Board.

**Person Specification**

**Knowledge and qualifications**

Members of the Final FRCR (Part A) Examination Committee must be:

- Fellows of the RCR
- Demonstrate that they have undergone appropriate equality and diversity training and are willing to abide by good practice in these areas
- Able to attend an induction day prior to joining the Committee

**Experience**

Applicants for the Committee must be:

- Consultants practising in the UK within an approved training programme
- It is desirable that members of the Committee have experience in teaching, training and/or supervision of trainees.
- Resident in the United Kingdom and, at the time of application, be in active clinical practice and hold a current licence to practise

**Personal qualities**

- Commitment to the aims and charitable objectives of the College
- Commitment to equality and valuing diversity and understanding of how this applies to delivery of own area of work
- Able to devote time to question writing, review and selection and to attending meetings
- Able to produce a minimum of 30 questions each year
- Prepared to undertake training in the examination procedures of the RCR
- Able to work together as part of a coherent and effective team
- Able to take and give constructive criticism when discussing, reviewing and refining questions

**Applications**
• Must be supported by two Fellows of the College, who have held substantive consultant oncologist posts within an approved UK training programme for at least three years

• The College strives for membership of the Board to be as representative as possible of site specialised interests, clinical practice backgrounds and the distribution of UK training schemes