

Multiple Choice Question (MCQ) Examination Information to be given to candidates and guidance for managing malpractice Resuscitation Council UK Statement

The Resuscitation Council UK takes all allegations of malpractice (including cheating) very seriously and any candidate suspected of committing malpractice will be investigated by the Course Director, whose report will be sent to the relevant Course Subcommittee Chair. Where malpractice is considered to have occurred based on the balance of probability, the Resuscitation Council UK, through the Course Director/Course Medical Director or Subcommittee Chair, will refer the incident to the candidate's appropriate professional director within their area of employment (e.g. Director of Medical Education, Director of Nursing). In some cases, depending on the specific circumstances, Resuscitation Council UK will refer the matter directly to the candidate's professional body.

General Guidance

Prevention of malpractice can start before the MCQ assessment has begun. This guidance describes the actions to be taken by all Resuscitation Council UK Course centres to ensure that the final MCQ paper is taken under examination conditions and that all candidates are aware of their responsibility to act honestly and with integrity. It is the responsibility of the Course Director and Course Medical Director to ensure that the MCQ paper is undertaken under examination conditions, with an invigilator present throughout.

Information for candidates

Candidates must be informed at the start of the examination that:

- They are not permitted to refer to any materials or multi-media devices, such as mobile phones and tablets, which must be turned off and must not be placed on the examination desk.

- They must not confer or communicate with other candidates and that silence must be maintained during the examination.
- Any queries regarding the question or answer sheets must be directed to the invigilator.
- Resuscitation Council UK takes cases of malpractice (including cheating) very seriously and any candidate suspected of committing malpractice will have their Course result suspended until a full investigation has been completed. Where malpractice is considered to have occurred automatic failure of the Course will result and the matter will be referred to the candidate's appropriate professional director within their area of employment (e.g. Director of Medical Education, Director of Nursing) and in some cases to the candidate's professional body.

Guidance for managing malpractice

The invigilator must monitor and watch all the candidates, and occasionally walk around the room. In the event that they observe behaviour that could result in an act of malpractice the invigilator should be proactive and approach the candidate (or candidates) and remind them that the MCQ must be completed under strict examination conditions and that any queries must be directed to the invigilator.

MCQ exam policy

Should the invigilator continue to have concerns and suspect that the candidate(s) is/are engaging in malpractice, he/she must make detailed written notes of all that they observe and inform the Course Director and Course Medical Director at the earliest opportunity, to enable the Course Director or Course Medical Director to inform the candidate of the situation and ask whether what has been observed is admitted or denied. In weighing the candidate's response and any mitigating circumstances, where a case of malpractice is considered likely, the Course Director or Course Medical Director must obtain witness statements from all those who observed the incident (this may include other candidates) and collect copies of the answer paper(s). The incident must be documented in detail within the Course report and reported to Resuscitation Council UK at the earliest opportunity.

The appropriate Course Subcommittee Chair will convene a panel comprising three persons (which may include him/herself) to consider the incident. On reviewing the evidence, where malpractice is considered to have occurred based on the balance of probability Resuscitation Council UK, through the Course Director, Course Medical Director or Subcommittee Chair, will refer the matter to the candidate's appropriate professional director. In some cases, depending on the specific circumstances, Resuscitation Council UK will refer the matter to the candidate's professional body.

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