

# THE CONSORTIUM<sup>1</sup>

## Overseas Registration Examination Part 2

### Compliance with Exam Rules

#### Introduction

This document outlines the Policies and Procedures which together for the Examination Rules for the ORE Part 2.

#### Consortium Examination Policies and Procedures

The following gives a brief outline of these Policies and Procedures, but the full documents can be read in detail on the Consortium's website<sup>2</sup>.

#### Additional check of the calculation and transcription of Results

A candidate may consider that their examination result does not accurately reflect their performance in the examination. A candidate may request an Additional Check of the calculation and transcription of their Results and, for a fee, their results will be rechecked to ensure that the results have been correctly recorded, transcribed, aggregated, weighted and summated. In effect this provides a re-calculation of the marks already given and confirmation of the overall outcome for the examination. The marks given by an examiner to a candidate may not be challenged, nor will they be re-assessed or altered as part of this review process.

#### Complaints Policy

A candidate may consider that they have been materially disadvantaged as result of serious defect(s) in the provision of the examination or in the administrative process, where that defect has given rise to a reasonable possibility that had it not occurred, the outcome would have been materially altered.

#### Late Arrival at Centre

Candidates must attend the appropriate examination venue at the time specified in the Joining Instructions sent out by the Consortium prior to each diet. This document sets out the Policy and Procedures for a candidate being able to be admitted to the examination when arriving outside their registration time.

Candidates must accept the timeslot allocated to them. A candidate requiring a particular timeslot must:

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<sup>1</sup> The Consortium consists of the following Institutions:

The Faculty of Dental Surgery  
The Royal College of Surgeons of  
England, 35-43 Lincoln's Inn  
Fields  
London WC2A 3PE

UCL Eastman Dental Institute  
256 Gray's Inn Road  
London WC1X 8LD

UCLH Eastman Dental Hospital  
256 Gray's Inn Road  
London WC1X 8LD

Bart's and The London Institute of  
Dentistry,  
Queen Mary, University of London  
Turner Street  
London E1 2AD.

<sup>2</sup> <http://www.orepart2.org.uk/>

1. Make their request to the General Dental Council immediately, as soon as they have been booked into a particular examination diet.

**AND**

2. Complete a Mitigating Circumstances notification in accordance with the policy shown on the ORE Part 2 website (<http://www.orepart2.org.uk/images/GDC/PDFs/mitigatingcircumstancesv98b.pdf>) explaining the reason the request has been made and providing documentation (e.g. a medical report if the request is for health reasons)

In order to consider the request, the Consortium's Examination Board will need BOTH the mitigating circumstances report with supporting documentation AND early notification from the GDC when it sends the candidate list to the Consortium.

### **Dress Code**

The Consortium considers that the ORE Part 2 is a real clinical experience and candidates should ensure that they dress in line with the expectations set out below. All candidates will be expected to dress presentably and in a way appropriate to their future professional role during each component of the examination. Where considered appropriate, protective plastic aprons will be made available. Due regard is paid to religious or cultural matters with regard to dress, consistent with the requirement for safe care. However it should be noted that no concession is allowable regarding the following:

- All candidates will be dressed to ensure compliance with cross infection control procedures.
- Arms should be 'bare below the elbows' to ensure adequate hand hygiene.

### **Mitigating Circumstances**

This Policy outlines how the Consortium manages candidates who have a pre-existing disability; or fall ill; or if there are other mitigating circumstances that affected them during the examination.

### **Suspected Malpractice**

Malpractice is deemed to be those actions and practices which threaten the integrity of the examination, and/or damage the authority of those responsible for conducting them. Candidates are expected to behave in the examination in a professional manner with integrity as one would expect from a member of the dental profession.

The following are examples of malpractice:

- Introduction into an examination room of unauthorised material;
- Removal of examination material from the examination centre;
- Collusion – i.e. obtaining, receiving, exchanging or passing on information which could be examination-related;
- Copying from another candidate;
- Disruptive behaviour in an examination centre including the use of offensive language.

Candidates infringing this expected level of behaviour may not only jeopardize their continuing involvement in the examination but will be reported to the GDC.

Any Suspected Malpractice will be reported to The Examination Board who will decide whether this constitutes a breach of the Malpractice Policy and if so will convene a Conduct Panel to adjudicate on the matter.

### **Vexatious or Habitual Contacts**

Candidates who contact the Consortium will be treated with respect and courtesy at all times and the Consortium will attempt to respond as quickly as is possible. However certain requests require information to be sourced from the component Leads or others which may cause delay.

Habitual correspondence is considered where a candidate repeatedly contacts the Consortium either asking for information with the same or similar questions despite having been provided with a full response; or to raise new issues of low significance. Where habitual correspondence occurs the candidate will receive an official warning stating that it must cease immediately and be informed that no further correspondence will be entered into on the matter concerned.

Vexatious behaviour occurs when an individual uses unreasonable language, makes threats, is abusive, acts menacingly or uses other forms of harassment when contacting or corresponding with the Consortium. Where a candidate threatens or uses physical violence this will be reported to the police immediately and this policy will be invoked immediately.

Where a candidate displays other vexatious behaviour or habitual correspondence the matter will be reported to The Examination Board who will decide whether this constitutes a breach of the Malpractice Policy and if so will convene a Conduct Panel to adjudicate on the matter.

### **Compliance with Examination Rules**

The ORE Part 2 examination is a test of a candidate's clinical skills and competencies albeit performed under simulated clinical conditions. The Consortium therefore considers that it is a real clinical experience and that candidates should act in a professional manner at all times during and around the examination.

A candidate by presenting themselves for the examination is declaring that they:

- agree to abide by the examination regulations outlined here and in the other policy documents available on the Consortium's website;
- are fit to practice and fit to sit each of the four components;
- agree to act in a professional manner, and clearly and politely at all times, to role players, examiners, other staff and invigilators whenever they come into contact with them in and around the examination;
- agree to attend the examination centres at the times and dates set out in their joining instructions
- agree to abide by the Dress Code and be 'bare below the elbows' at all times they may have contact with a simulated patient, and in an appropriate manner during the rest of the examination;
- relinquish their telephone for the duration of the exam by placing it in a designated secure storage place;

Breaches of the Exam Rules and Regulations will be reported to The Examination Board who will decide whether this constitutes a breach of the Malpractice Policy and if so will convene a Conduct Panel to adjudicate on the matter.