



**RCSI School of Pharmacy
General Issues in the Administration
of the Professional Registration
Examination (PRE) for the October
2017 and May 2018 Sitzings**

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2 General Issues in the Administration of the Professional Registration Examination

2.2 General Professional Registration Examination Regulations

The PRE may be undertaken by

- i) interns as part of the National Pharmacy Internship Programme (NPIP)
- ii) pharmacists as part (Stage 4) of the recognition process of Third Country Pharmacists Qualifications for the purposes of Section 16(2)(b) of the Pharmacy Act 2007 as amended and
- iii) other candidates instructed to do so for defined purposes as determined by the Council of the PSI.

This document is intended to be read in conjunction with the NPIP Curriculum Document (available from www.PSI.ie), the current version of Marks and Standards available from the RCSI VLE¹ (Virtual Learning Environment), the Pharmaceutical Society of Ireland (Education and Training) Rules 2008 (available from www.PSI.ie), the current version (at the taking of the examination) of the College policy documents: RCSI Examination and Assessments, RCSI Exceptional Circumstances Policy and RCSI Appeals Policy and Procedures.

All RCSI Policy documents can be accessed from the VLE. All of the aforementioned documents constitute the 'examination procedures and standards to be achieved' as provided for in the Pharmaceutical Society of Ireland (Education and Training) Rules 2008 (SI 493/2008). As such these are the examination regulations of the Professional Registration Examination (PRE) for the October 2017 and May 2018 sittings which is provided by the Royal College of Surgeons of Ireland (RCSI) for the Council of the Pharmaceutical Society of Ireland (PSI).

2.2.1 Professional Registration Examination (PRE)

2.2.1.1 The dates of the PRE are available at least 3 months in advance of the intended sitting. The dates are posted on the RCSI VLE or where candidates do not have access to the VLE he/she will be notified by the PSI within the same timeframe. It is important to note that examination times and venues are subject to change at short notice. It is the responsibility of the student to be available for the duration of the entire assessment period as outlined by the Programme Team.

2.2.1.2 Eligibility for candidates to apply to sit the PRE is in accordance with Rule 20 (1) of the Pharmaceutical Society of Ireland (Education and Training) Rules 2008. Candidates are required to apply to the PSI to undertake the PRE in accordance with Rule 20. In the event that a tutor pharmacist is not in a position to complete the statutory declaration provided for in Rule 18 (1)(b) of the Pharmaceutical Society of Ireland Education and Training Rules (2008) ['the Rules'] the candidate may appeal the decision to the PSI appeals process in accordance with the Rules. The details of this Appeal Procedure can be obtained from the PSI (education@psi.ie).

¹ In the case of TCQR and other categories of candidates required by the PSI Council to undertake the PRE, all documents referred to as being available on the VLE are available on request from pharmacy@rcsi.ie

2.2.1.3 The PRE must be taken at the appointed times in each year and the Rules require that there shall be two sittings in a calendar year.

2.2.1.4 All candidates for the PRE are made aware that they must ascertain for themselves the most current dates for the application deadlines for the examination, the actual dates of the examination, and any other relevant dates relating to the examination. Notices concerning this information are displayed on the VLE and are available from the PSI.

2.2.1.5 It is the responsibility of each candidate to ascertain the specific dates, assigned venues and times of the PRE.

2.2.1.6 Students with a disability as defined in the Equal Status Acts (Ireland) 2000 to 2004 are advised to contact the Disability Support Service (DSS) disability@rcsi.ie on admission to the College, or on subsequent diagnoses, if special arrangements may be required for the completion of examinations. Students are required to apply for alternative examination arrangements (i.e. additional exam supports) at least 6 weeks prior to the date set for examination.

2.2.2 Admission to Examination Areas

2.2.2.1 Admission to examination areas is set out in the Policy document RCSI Examinations and Assessments. All RCSI policy documents are available from the VLE.

2.2.3 Conduct, absence, illness and breaches of regulations during examinations

2.2.3.1 Procedures in relation to conduct, absence, illness and breaches of regulations during examinations are set out in the Policy document RCSI Examinations and Assessments. All RCSI policy documents are available from the VLE.

2.2.3.2 Candidates must adhere to the rules documented in the Professional Registration Examination (PRE) Rules of Conduct document issued to all candidates in advance of the examination taking place.

2.2.4 Structure of PRE

2.2.4.1 The PRE is comprised of two parts: Part 1 & Part 2. Both Parts have to be passed independently and compensation between Parts 1 and 2 is not allowed. Candidates are referred to the National Pharmacy Internship Programme Marks and Standards 2017/2018 on the VLE for full detail of the PRE including its structure.

2.2.4.2 Every eligible candidate is required to sit the PRE at the first sitting in the Academic Year, unless he/she is absent by permission or through illness. In the event of illness, a candidate who is unable to attend the examination must lodge a medical certificate as soon as possible and always within THREE days of the examination. Further details can be found in the Exceptional Circumstances Policy for the relevant academic year. All RCSI policy documents are available from the VLE.

2.2.4.3 Procedures following the evacuation of a College building during the course of the PRE are set out in RCSI Examinations and Assessments Policy document for the relevant academic year (available from the VLE).

2.2.5 Exceptional Circumstances

2.2.5.1 The RCSI Exceptional Circumstances Policy applies to each sitting of the PRE and all eligible candidates should familiarise themselves with the Policy document for the relevant academic year (available from the VLE).

2.2.6 Feedback on Performance in the PRE

2.2.6.1 Feedback following Multiple Choice format assessments

Feedback on individual examination performance in multiple choice format assessments (Part 1 of PRE) will not be provided to candidates. Illustrative multiple choice questions will be made available to students electronically on the VLE. Further feedback is not available and RCSI does not facilitate rechecks.

2.2.6.2 Feedback following Objective Structured Clinical Examination (OSCE)

Candidates who wish to receive structured individualised feedback on their OSCE (Part 2 of the PRE) performance must contact the Student Academic and Regulatory Affairs (SARA) Office on pgexams@rcsi.ie within fourteen (14) calendar days of the date of publication of the relevant OSCE results. Further feedback is not available and RCSI does not facilitate rechecks.

2.2.7 Appealing the Decision of an Examination Board

2.2.7.1 Appealing the decision of an examination board for the PRE is set out in the Policy on Appeals for the relevant academic year (available from the VLE).

2.2.8 Delivery of examination results to candidates

2.2.8.1 Examination marks and grades are delivered directly to interns with a registered student number electronically via email as soon as is practicable following the relevant Examination Board meetings.

2.2.8.2 The marks and grades for TCQR and other categories of PSI candidates are delivered to them directly by officers of the PSI as soon as is practicable following the relevant Examination Board meetings.

2.2.8.3 Transcripts can be ordered for interns via the VLE.

2.2.9 Time expiry

2.2.9.1 A candidate shall pass the PRE within 3 years of his or her successful completion of all other required components of the programme they are undergoing. This three (3) year time period shall not include any period of statutory protected leave such as Maternity Leave, Parental Leave, Carer's Leave and/or Adoptive Leave and may not include any period of Sick Leave and/or Leave of Absence approved by the PSI.

2.2.9.2 An intern (not a TCQR or other PSI candidate), as part of the requirement to obtain a M.Pharm. shall be successful in undertaking the PRE within a maximum of four sittings.

3 The Role of NUI and PSI External Examiners

3.2.1 NUI External Examiners

The appointment, term and responsibilities of External Examiners appointed by the National University of Ireland to the Masters in Pharmacy programme is in accordance with the NUI Senate Policy Document (Appendix A) and the RCSI policy on NUI External Examiners.

3.2.2 PSI External Examiners

The Council of the PSI will appoint External Examiner(s) as provided for in Rule 21(5) of the Rules. Such appointed examiner(s) are eligible for re-appointment but shall not serve as examiner(s) for more than 6 consecutive sittings of the PRE.

3.2.3 Function

The External Examiner (this applies to both NUI and PSI appointed individuals to act in that capacity) acts as a reviewer and moderator of the assessment process, which is carried out by the internal examiners. The External Examiner takes an overview of standards, assessment and grading and is not normally involved in the assessment of individual candidates.

The participation of External Examiners in the assessment process of the PRE is in accordance with the duties and responsibilities for external examiners in accordance with the NUI Senate Policy on External Examiners (Appendix A)

4 Appendix A: NUI Senate Policy on External Examiners



NUI SENATE POLICY DOCUMENT

NUI EXTERN EXAMINERS

PRIMARY DEGREE AND TAUGHT POSTGRADUATE COURSES

Introduction

Extern examiners play a vital role supporting the University in assuring and enhancing the academic standards of courses, modules, programmes, and awards. While primarily involved in the review of assessment instruments, processes and standards, extern examiners also provide an important consultative and advisory function in supporting the development of modules and programmes as well as the enhancement of teaching learning and assessment practices.

Functions of extern examiners

Quality: The fundamental role of the extern examiner is to assure academic standards and the quality of teaching, learning and assessment. The extern examiner confirms that the academic standards of courses, modules and the awards to which they lead are consistent with the academic outcomes specified by the University, and are comparable to those achieved in the subject area in equivalent universities internationally.

Equity: The extern examiner helps to assure the fairness, validity and rigour of assessment at the University.

Enhancement: The extern examiner provides feedback on the quality of courses and modules and the overall learning experience in the subject area, and on how teaching, learning and assessment in the subject area may be enhanced.

Assessment: The role of the extern examiner is to review, moderate and enhance the assessment process, and they will not routinely act as an additional examiner. The conduct of assessment and the determination of marks, grades and awards is a matter for the internal examiners acting with the support of and the advice of the extern examiner. Nonetheless, in particular circumstances, extern examiners may be involved in the assessment process as second or additional examiners.