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The Royal College of Surgeons of Edinburgh

**Faculty of Dental Surgery**

APPOINTMENT OF EXAMINERS FOR THE MAGDS EXAMINATION

The appointment of examiners to the Faculty of Examiners is the responsibility of the Advisory Board.  Examiners will be appointed by Dental Council following recommendation by an Advisory Board.

* Applicants should normally be a Dental Associate, Fellow or Member of the Royal College of Surgeons of Edinburgh in good standing or have documented affiliation with the College.
* Applicants should normally have held a primary dental qualification for a period of not less than ten years. Dental Members/Fellows should have held their College diploma for a minimum of three years. Those with an Intercollegiate Specialist Fellowship should have held this for a minimum of one year.
* Applicants should be engaged in active teaching or clinical practice or have been so engaged within the preceding year.
* Applicants should undertake Continuing Professional Development commensurate with their own Regulatory Authority’s minimum requirement, as well as have experience of and an interest in teaching and assessment.

Applications to join a Faculty of Examiners should be supported by two appropriately qualified referees, one of whom should not be a Member of the Advisory Board relevant to the examination panel applied for. At least one should have a College connection. A list of the Advisory Board and Specialty Advisory Board Chairs can be accessed on the College website ([www.rcsed.ac.uk](http://www.rcsed.ac.uk)) via the Faculty of Dental Surgery homepage.

Whenever necessary, Dental Council will call for applications to join the Faculty of Examiners. The call will be advertised on the College website and social media.

The applications of potential examiners will be available for Board Members to view prior to an Advisory Board Meeting on the College’s secured website.

Applicants will be appointed in the first instance for a period of five years subject to annual review.

Examiners must undertake examiner training prior to involvement in the Examinations. The date and venue for the training will be notified to successful applicants.

Complaints about examiners from candidates or fellow examiners will always be investigated thoroughly and appropriate action taken; the College will fully support the examiner if all College processes have been observed.

It is expected that examiners will normally be available to examine when invited to do so and will make themselves available for at least one diet per annum of the relevant examination.

Examiners are expected to produce material for question banks and running of the examination as requested.

The Faculty of Examiners will be reviewed on an annual basis, at which stage the following will be checked by the Faculty Secretariat and relevant Board:

* Remain in good standing with the College
* Are engaged in active teaching or clinical practice or have been so engaged within the preceding year
* Have no disciplinary action pending
* Continue with appropriate levels of CPD, as prescribed by their Regulatory Authority

The participation of the examiner in the examination process will also be reviewed.

**Mr Timothy O’Brien**

# Convener of Dental Examinations Committee

Faculty of Dental Surgery

March 2023