



Physician Associate National Examination – examination board

Terms of reference

Background

The Physician Associate national certification and recertification examinations (PANE) are developed and delivered by the RCP Assessment Unit on behalf of the Royal College of Physicians, of which the Faculty of Physician Associates is part. The PA certification examination currently takes place in three assessment periods annually and consists of a 200 single best answer written examination and a 14 station OSCE.

The PA recertification examination currently takes place in three assessment periods annually and consists of a 200 single best answer written examination only.

Remit

The PA National Examination Board has the responsibility to ensure that the PA national certification and recertification examinations are conducted appropriately and in line with the approved regulations for these examinations, wider regulatory frameworks (e.g. Equality Act, GDPR) and applicable RCP procedures throughout the lifecycle of the assessment process, including for example:

- Setting and delivery of the examination
- Review of candidate performance and sign-off of results
- Consideration of candidate appeals and misconduct
- Recruitment and management of examiners

Membership

- PANE Senior Examiner
- PANE Clinical Examination lead
- PANE Written Examination Lead
- Faculty of Physician Associates representative¹
- PA Schools Council representative²
- Physician Associate x2
- External Independent Assessment Expert

¹ Or nominated deputy

² See note 1

Observers

The exam board may be attended by the following individuals, on an ad-hoc basis:

- Health Education England representative
- General Medical Council representative
- The RCP Vice President of Education and Training
- Representatives of the RCP Assessment Unit, which may include one or more of the following:
 - Assessment Unit Chief Examiner
 - Head of Assessment Unit
 - Deputy Head of Assessment Unit
 - Senior Examinations Coordinator
 - Examinations Coordinator(s)
 - Examinations Administrator(s)
- Other individuals as invited by the PANE Senior Examiner and/or RCP Assessment Unit

They may contribute to the examination board meetings where appropriate, but have no formal place on the examination board and have no direct input into the decisions the examination board make

Governance

The PANE Examination Board are responsible for the sign off of results for each assessment period. Any developmental work surrounding the PANE that is identified as part of the above process is governed by the PANE Development Group, which has representation from the PANE Examination Board.

The RCP Assessment Unit provides all administrative support to the Examination Board.

Frequency of meetings

Three times a year, following each assessment period.

Quorum

A minimum of five members of the Examination Board must be present in order for results sign off to be valid.