Appointment of PLAB External Examiner

Information for Applicants

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What is the GMC?

1. The General Medical Council (GMC) is an independent organisation that helps to protect patients and improve medical education and practice across the UK.
   - We decide which doctors are qualified to work here and we oversee UK medical education and training.
   - We set the standards that doctors need to follow, and make sure that they continue to meet these standards throughout their careers.
   - We take action when we believe a doctor may be putting the safety of patients, or the public’s confidence in doctors, at risk.

2. Every patient should receive a high standard of care. Our role is to help achieve that by working closely with doctors, their employers and patients, to make sure that the trust patients have in their doctors is fully justified.

The PLAB test

3. The PLAB test is the main route by which International Medical Graduates (IMGs) with acceptable primary medical qualifications demonstrate they have the necessary skills and knowledge to practise medicine in the UK. The test is set at the level of a doctor successfully completing Foundation Year 1.

4. Before entering Part 1 of the test, candidates must provide evidence of their knowledge of English, normally by obtaining the appropriate scores in the International English Language Testing System (IELTS). The test is in two parts:
   - Part 1 is a three-hour, 180 item computer-marked single best answer (SBA) examination held in centres around the world. The exam is currently held four times a year.
   - Part 2 is an 18-station objective structured clinical examination (OSCE) held at our purpose-built Clinical Assessment Centre in Manchester.

5. Further information about the PLAB test is available on our website.

Why should I apply for this role?

6. As a GMC associate, you will work under a Contract for Services. Associates are not employees and we engage them because of their special knowledge and expertise.
You have experience and professional knowledge of the assessment of knowledge and skill in medical practitioners.

You have experience of station and item writing and knowledge of contemporary standard setting methods.

You will observe the development and delivery of the PLAB exams, panels and associated activities and write a report annually outlining your observations and any recommendations. You may be asked to present your findings to senior management and to the PLAB exam panels.

What skills and experience are you looking for?

10 Specific skills/ experience for External Examiner

10.1 Have a knowledge and understanding of assessment methods and be able to make recommendations in line with the examination procedures of the PLAB test and current best practice.

11.2 Experience or knowledge of the role of an external examiner.

12 Analytical ability

12.1 To observe various clinical assessment activities and be able to interpret and review them.

13 Decision making and sound judgement

13.1 To be able to make recommendations for improvement to established processes in a well thought out and evidence based way taking into account the operational and financial context.

14 Interpersonal skills

14.1 Excellent interpersonal skills to ensure the correct information is gathered and appropriate stakeholders are engaged.

15 Communication skills

15.1 Be able to write a clear report on your findings and recommendations.

16 Promoting equality and diversity

16.1 Have a knowledge, understanding and appreciation of the importance of promoting equality and valuing diversity and its application to work.
Are there any other criteria for the appointment?

17 Applicants must be qualified clinicians.

18 You must be registered with the GMC (a license to practice is not required).

19 You must be in good standing with the GMC and the relevant college or faculty.

20 Associates are not permitted to teach or coach on training courses for PLAB Candidates during or after their contract.

21 If you are already a PLAB associate* you are unable to apply for this role due to a conflict of interest.

*Current PLAB roles include: PLAB examiner, Part 1 and Part 2 Panel members, Question and Station management group members.

What is the time commitment?

22 You will need to commit a minimum of six days a year, including attending a Part 1 and a Part 2 panel meeting, two Part 2 exam days and Question and Station Management Groups.

23 Part 1 panel meetings take place in the GMC London office and Part 2 Panel meetings and exams are in the GMC offices in Manchester.

What can I claim for my services?

24 The fee is £310 per day for the provision of the services. Fees are paid for training and the full fee detail will be provided on appointment. GPs are able to claim a higher locum fee under certain circumstances.

25 You will be eligible to claim travel and subsistence expenses in accordance with the current Associates Expenses Claim Policy and Procedure. All travel and accommodation is booked through the GMC’s travel booking system which will ensure that appropriate discounts may be applied to travel arrangements.

Equality and diversity is important to us

26 We are committed to being fair, and meeting our legal responsibilities under the Equality Act 2010. We will not discriminate against anyone on the grounds of a ‘protected characteristic’ when making appointments.

27 We are fully committed to making the appointment process accessible at all stages for any applicants with a disability or other specific requirements. This may include providing application forms in an alternative format or making adjustments to the interview process. Please contact Associate Services if you would like to discuss your requirements in more detail.
**How can I apply?**

28 You need to complete an application form detailing how you meet the criteria set out in sections 10-16 above.

29 When completing the on-line application form, you must demonstrate, by using specific examples, how your experience matches the person specification detailed above, concentrating on your role, process and outcomes. Please refer to the ‘Guidance notes making the most of your application’ for further information.

30 Your application will be marked on the ‘Reasons for Application’ and ‘Relevant experience and skills’ sections only.

31 You must submit your application by **midnight on the 17 July**.

**What will happen next?**

32 Appointment is conditional on the outcome of the assessment, receipt of satisfactory references and the outcome of the basic criminal background check.

33 Candidates will be notified of the outcome of the shortlisting stage by 9 August.

34 Interviews will take place on either the 11 October 2019 (London) or 21 October 2019 (Manchester).

Latest update June 2019

* The nine ‘protected characteristics’ under the Equality Act 2010 are age, disability, sexual orientation, religion and belief, race, sex, gender reassignment, marriage and civil partnership, and pregnancy and maternity.