



Faculty of Public Health

of the Royal Colleges of Physicians of the United Kingdom

Working to improve the public's health

MFPH Examinations | Application for additional examination attempt.

Guidance for completing Additional Attempt Form

Introduction

The following guidelines have been drawn up as a way to describe and facilitate the additional educational process required of candidates who are looking to take any of the MFPH examinations beyond the six permitted attempts. The goal of this process is get candidates to consider their previous attempts, locate areas of persistent weakness and produce and implement an educational plan designed to target these weak areas with a view to enabling the candidate to pass.

The guidelines are not prescriptive and it is anticipated that supervisors and candidates, working together, would enact a plan that varies in the detail but not the outcome.

It is recommended that candidates and supervisors put a plan in place six months prior to the candidates' next attempt.

1. Summary of Regulatory Change

1.1. From 1 June 2013, no candidate will normally be permitted more than six attempts at either the Part A or Part B examination without providing evidence of additional educational experience.

1.2. Once the Part A examination has been passed, no candidate will be permitted more than seven years to pass the Part B examination.

1.3. The additional attempt form must be submitted with the standard application form for entry or re-entry to any of the Membership Examinations of the Faculty of Public Health for the seventh or any subsequent application.

1.4. The same process for providing evidence of additional educational experience is used for individuals who are both currently in a UK public health training post and outside of a UK public health specialty training programme, including overseas candidates.

2. Identifying a supervisor and completing the form

2.1. The identification of educational needs, production of an education plan, and the maintenance of it will need to be overseen by an appropriate supervisor.

2.2. Candidates on the UK public health training scheme, should get their form completed by their educational supervisor and endorsed by their Training Programme Director.

2.3. Candidates not on the UK public health training scheme, including overseas candidates, only need to complete section 3a of the form. These candidates will need to locate an appropriate educational supervisor to oversee their application. The supervisor should be a Fellow of the Faculty of Public Health in good standing and currently registered with a professional registering authority.

Candidates should contact a Faculty Advisor or Training Programme Director in their area or, if overseas, the appropriate Faculty Advisor or International Committee, if they require assistance in locating an appropriate sponsor.

2.4. The form has three sections which will need to be completed. Section 1 requires candidates to include their personal details and indicate whether they are on the UK public health training scheme or not.

2.5. Section 2 requires candidates to indicate which examination they are seeking an additional attempt, over and above the limit of six.

2.6 Section 3 needs to be completed by the candidates' supervisor(s) and indicates that they have are satisfied with the candidates progress and are happy to support their request for an additional attempt.

3. Developing an plan with the Educational Supervisor

3.1. The candidate and supervisor should undertake a review of the applicant's previous examination preparation and results in order to identify areas of weaknesses and educational need. It is recommended that candidates and supervisors begin work on a plan at least six months prior to the candidates' next examination attempt.

3.2. The applicant and supervisor should develop a plan to address the educational needs identified from the review. The plan could include linking areas of educational need to educational activities which would resolve those weaknesses.

3.3. The nature of the educational activities will depend on the educational needs of the applicant and would likely contain a mix of private study, in service training, and more formal teaching.

3.4. It is not necessary for the applicant to submit a copy of the educational plan. It will be sufficient for the applicant to include the completed form with the application,

3.5 Both the applicant and supervisor are required to retain a copy of the educational plan and will be required to supply a copy of the plan to the Faculty on request.