

# **PRE-EXIT EXAM WORKSHOP**

**Specialty Board,  
HKCFP**

**30 AUGUST 2024**

**(HYBRID EVENT)**

# WORKSHOP RUNDOWN

[DURATION: 2 HOURS]

- 7:00 – 7:10 pm** CSA Demo Videos (**On site**)
- 7:10 – 7:15 pm Introduction
- 7:15 – 7:40 pm Consultation Skills Assessment
- 7:40 – 8:15 pm Practice Assessment
- 8:15 – 8:20 pm Q&A (PA & CSA)
- 8:20 – 9:00 pm** Research OR Clinical Audit (**Zoom**)

# EXIT EXAM

IS A HIGH STAKE REGULATORY  
PROFESSIONAL EXAM

PURPOSEFULLY DESIGNED TO ASSESS A  
CANDIDATE'S CLINICAL PERFORMANCE AT THE  
STANDARD EXPECTED OF A

**SPECIALIST IN FAMILY MEDICINE**

Passing HKCFP  
Exit Exam

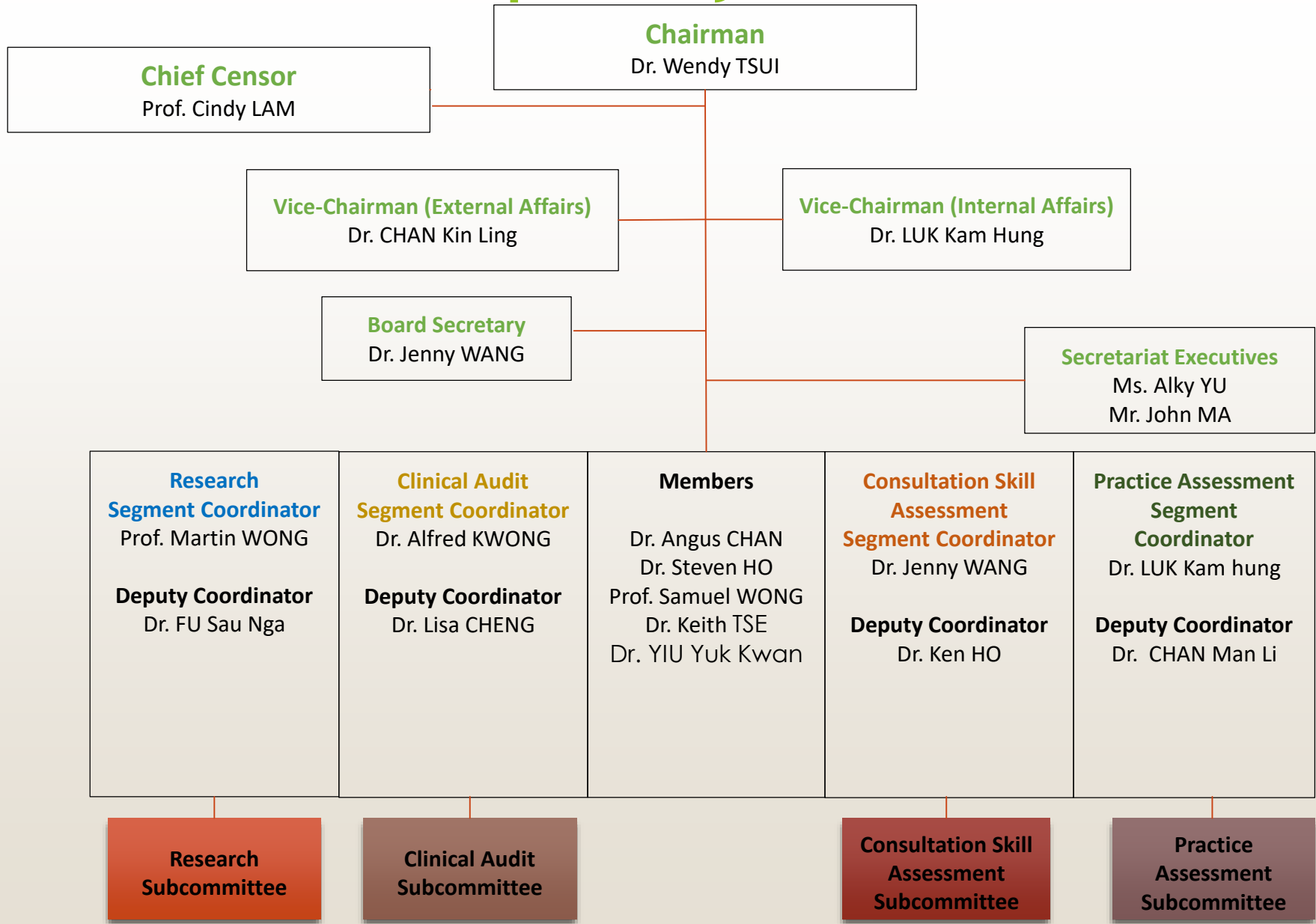
prerequisite

**FHKAM**  
**(Family Medicine)**

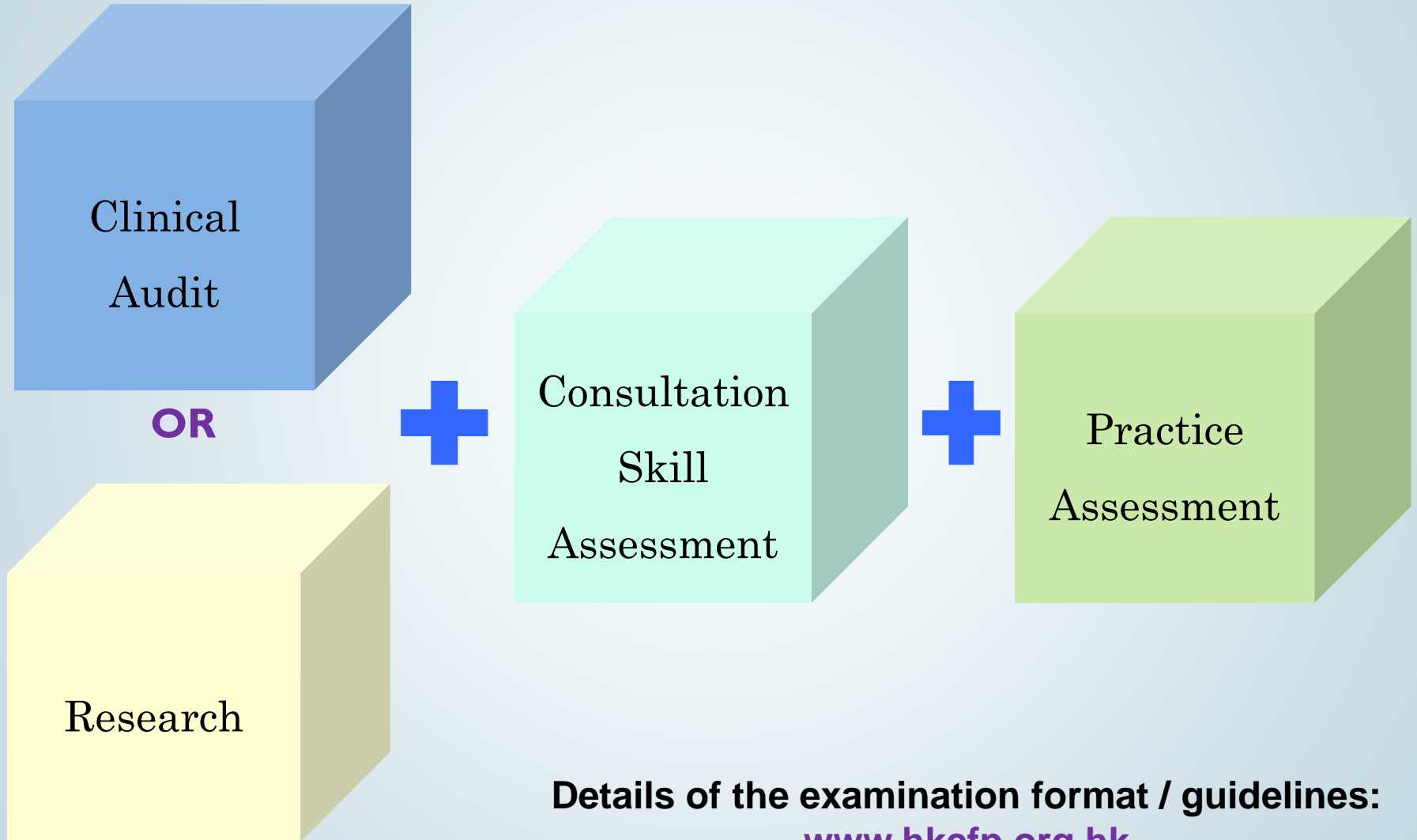
# ROLES OF SPECIALTY BOARD

- To plan and conduct the Exit Examination of Vocational Training in Family Medicine of the HKCFP (“Exit Exam”)
- To assist the College Council to process the applications and formulate recommendations on nomination for FHKAM (Family Medicine) and certification for specialist registration

# Specialty Board



# Segments of HKCFP Exit Examination



Details of the examination format / guidelines:  
[www.hkcfp.org.hk](http://www.hkcfp.org.hk)

# Research & Clinical Audit Presentation

From Full Exit Examination 2019 onwards, presentation at Research & Clinical Audit Forum **becomes a prerequisite** for the Application of Exit Examination.

Dates:

**17&19 July 2024 (DONE) and coming Dec/Jan (TBC)**

Registration is required. Details will be announced in due course.



# **EXAM ARRANGEMENT**

# APPLICANTS MUST HAVE

**BVTS**

Certification of  
Completion  
of  
Higher Training

OR

**BVTS**

Recommendation  
for  
Exit Examination

**Deadline of  
application to BVTS:  
30 Sept 2024**

**Apply early!!**

# Higher Trainee in FM

**BVTS**

Certification of  
Completion  
of  
Higher Training

completed higher training in  
Family Medicine; OR  
expected to do so  
by 28 February 2025

# EXIT EXAMINATION APPLICANTS MUST FULFILL

- Full or limited registration with the Hong Kong Medical Council
- Being active Fellows, Full or Associate Members of the Hong Kong College of Family Physicians (HKCFP)
- **CME (continuous medical education) requirement set by QA&A (quality assurance and accreditation) regulations in the preceding year**
- Active in clinical practice and meet the requirements of individual Exit Exam segments:
  - *Practice Assessment:*
    - ONE valid Practice Management Package (PMP) Report
    - ONE PERM assessment form
  - *Research:*
    - the date of ethics approval must be within 3 years before the exam application deadline
  - *Clinical audit:*
    - the starting date must be within 3 years before the exam application deadline

# EXAM GUIDELINE & PREPARATION AT-A-GLANCE

香港家庭醫學學院  
The Hong Kong College of Family Physicians

ENHANCED BY Google

- About HKCFP
- News Update
- Conference
- Quality Assurance & Accreditation
- Education & Examinations
  - Training Programme
    - Mentorship Programme (YDC)
    - Guides to Vocational Training Supervisor
  - Diploma in Family Medicine
  - Certificate Course in Essential Family Medicine
  - HKCFP/RACGP Conjoint Exam
    - Eligibility and Requirements
    - Exam Construct
    - OSCE Exam
    - Conduct and Misconduct
    - Suggested Reading
    - Election to Fellowship
    - Exam Fees and Dates
    - Publication

Education & Examinations > Exit Examination

## 2023 Supplementary Exit Examination

### Introduction of Exit Examination of Vocational Training in Family Medicine

**Overview**

The Hong Kong Academy of Medicine (HKAM) requires all constituent specialty Colleges to hold six years of supervised specialist training, an intermediate examination, and a final examination for their trainees individually or jointly with an established Royal College. Passing the final examination is a prerequisite to Fellowship of HKAM.

With respect to these, the Hong Kong College of Family Physicians (HKCFP) conducts a six-year vocational training programme (including basic training and higher training); an intermediate examination (Conjoint HKCFP/RACGP Fellowship Examination); and a final examination (Exit Examination of Vocational Training).

The Specialty Board of HKCFP is responsible for conducting the Exit Examination of Vocational Training (Exit Examination). Aim of the Exit Examination is to test if candidates have achieved the objectives at the required standards at the end of their family medicine training.

This guideline serves as the main reference for candidates going to take the Exit Examination.

# IMPORTANT DATES

Deadline of Exit Examination Application:

- 1st-attempt candidates: **1 November 2024 (Friday)**
- Re-attempt candidates: **2 December 2024 (Monday)**

Cases collection Period for Part D&E of PA:

- 1st-attempt candidates: **17 September to 31 October 2024**
- Re-attempt candidates: **21 October to 30 November 2024**

Deadline for submission of Clinical Audit / Research:

- **2 January 2025 (Thursday)**

Examination period for Practice Assessment (PA) and Consultation Skills Assessment (CSA): either

- Period A: **2 December 2024 to 1 February 2025** or
- Period B: **3 February to 31 March 2025**

Re-attempt candidate will be in Period B

**No examination during the following periods:**

➤ **24 - 27 December 2024**

➤ **28 January to 1 February 2025**

Adverse weather signals:

➤ Black rainstorm warning

➤ Typhoon signal No.8 or above

# SUBMISSION

- Application Form & Examination Fee
- Certificate of completion of higher training/ Recommendation Letter for 2025 Exit Examination from BVTS
- For Practice Assessment Segment:
  - 4 copies of all required Attachments
  - PERM Assessment Form
  - ONE valid PMP report
    - On or before 1 November 2024 (1<sup>st</sup> attempt candidate);
    - or 2 December 2024 (re-attempt candidate)
- For Clinical audit or Research report:
  - 4 copies of the Report AND a word file (.doc or .docx)
  - (for Research only) An electronic copy of raw data
    - On or before 2 January 2025
- **Candidates are required to take all the three segments at their first attempt of the Exam**
- **Non-compliance is subject to disqualification**



# EXEMPTION REQUEST

- **Exemption for examination will not be granted** unless in very special circumstances e.g.
  - **Maternity leave**
  - **Acute medical illness leading to hospitalization / non-elective operations**
  - **Compassionate leave**
- **Written request with certificate or relevant documents should be submitted at Exam application / earliest possible**
- **Each case will be considered at the discretion of Specialty Board**

# CONDUCT IN THE EXIT EXAMINATION

- **Candidates are expected to behave honestly and professionally throughout the Exit Examination**
- Examples considered as unacceptable behavior include:
  - AI-generated outputs, plagiarism, falsifying data in the Clinical Audit / Research / Practice Assessment
  - surrogate colleague to perform doctor's consultation on patients prior to their video recording in the Consultation Skill Assessment
- Specialty Board would invite candidates and relevant parties to investigate any doubts of dishonest or unprofessional acts in the Exit Examination. The investigation results may be referred to relevant authorities, academic and professional organizations for follow up
- At the discretion of the Specialty Board, the concerned candidate may be **disqualified** in the respective / all examination segment(s)/ not allowed to take part in the Exit Examination for a specified period

# Plagiarism or Direct adoption of AI-generated outputs

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- Research or Clinical Audit report must represent the candidate's OWN work
- Plagiarism or Direct adoption of AI-generated outputs is **PROHIBITED**
- Candidates need to declare and report the use of generative AI tools (if any) and disclose the relevant details and reflect the nature of use adopted
- **Academic honesty and integrity should be upheld without compromise. Plagiarism or Improper use of generative AI tools may lead to disciplinary actions or other consequences as determined by the Specialty Board and College**
- Please read the **Guidance Notes** for candidates in the Exam Guidelines

# PASS IN THE EXIT EXAMINATION

- A candidate must score a minimum of 65% in each of the three segments to pass the whole Exit Examination
- Candidate only need to re-attempt the failed segment(s) in the subsequent full / supplementary Exit Examination
  - For Practice Assessment (PA):
    - only need to re-attempt the failed part(s) of PA (Random Check / Part CII / Part D / Part E)
- Each successful segment result (CSA / PA / Clinical Audit/ Research) could be retained for 5 years
- Must pass all the three segments before being certified overall pass in the Exit Examination.

# REVIEW OF EXAM RESULTS

- Candidates can submit written request and application fee with support for a review of the examination results if they believe that there has been an administrative or procedural error during the Examination
- The Specialty Board Chairperson or his/her delegate will review the candidate's request with the segment coordinators, examiners and the examination administrative staff.
- The decision could be:
  - against the candidate; or
  - if there has been an error in administration or procedure, the candidate may be given:
    - a correction of the candidate's mark that has been caused by an administrative error; or
    - an opportunity to sit a subsequent scheduled examination; or
    - no action if the error is judged not to have affected the candidate's performance

[Refer to Examination Guidelines for more details](#)

# POST EXAM EVALUATION

## Post Examination Evaluation Workshop

- usually within one month after the Examination
- priority is given to unsuccessful candidates
- conducted on an individual basis; candidate's clinical supervisor welcome to join
- the Chairperson, Segment coordinators, or Delegates of Segment coordinators will feedback the candidate on the areas of weakness with suggestions for making improvement
- the session is not a channel for examination result appeal

# YOUR ULTIMATE PROFESSIONAL EXAMINATION

- ~~• Not difficult to prepare~~
- Be prepared
- Prepare well



**THANK YOU !!!**