

Section C: Previous attempts at the Primary FRCA MCQ Examination

Please list the dates of all previous attempts at the Primary FRCA MCQ Examination [see Info Sheet (5)]:

M	M	Y	Y	Y	Y
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M	M	Y	Y	Y	Y
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M	M	Y	Y	Y	Y
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M	M	Y	Y	Y	Y
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M	M	Y	Y	Y	Y
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Please note that an AET FORM1 must be submitted at least three months before a sixth attempt can be taken.

Section D: Candidate status (1)

Please tick all the boxes which apply to you. I am:

A CT1*, CT2*, SpR*, StR*, FTSTA* or LAT* trainee in anaesthesia:

Sponsored under IP:

A CT1*, CT2*, FTSTA* trainee in ACCS:

Foundation trainee:

ICM single/dual* programme trainee:

***Delete as appropriate.**

If you ticked one or more of the boxes go to Section F and G.

If you ticked no boxes go to Section E.

Section E: Candidate status (2)

Please tick all the boxes which apply to you:

I was formerly a trainee in an approved UK training post.

I have never been in a UK training post. I am currently working in the UK as an anaesthetist and I am registered with the College [see Info Sheet (1) and (3)].

I am a trainee in an approved Irish training post.

I am an anaesthetist and I have successfully applied under Temporary Examination Eligibility (TEE) [see Info Sheet (1)].

If you ticked one or more of the boxes go to Section F and H.

If you ticked no boxes you are ineligible to sit the examination.

Section F: Current details (to be completed by all applicants – please print all details)

Grade or title of post	Specialty	Name and address of current hospital	Dates of commencement and expected completion in current post (DD/MM/YY–DD/MM/YY)

Name of College Tutor or supervising consultant:

Section G: Declaration by candidates who are currently in an approved training post in the UK or who are sponsored by their Deanery under MTI (IP)

I certify that:

- All the statements in this application are true
- *I am registered with the College as a trainee/sponsored under IP or *I am an ACCS trainee/Foundation Trainee/ICM Trainee who is not registered in anaesthesia [see Info Sheet (1)].
- My details at Section F are a true record of my present post.
- **I am adequately prepared for this examination** and I have my CT's support [see Info Sheet (9), (10) and (11)].
- I have read and agree to abide by the RCoA Examination Regulations [see Info Sheet (3)].
- I am eligible in all respects to enter this examination [see Info Sheet (3)].
- I agree to the processing and disclosure of my personal data including my personal data to the GMC [see Info Sheet (6)].

*Delete as appropriate.

I confirm that the above statements are true and following discussion with my College Tutor, I have their full support to sit this exam.

Signature of Candidate: _____ Date: _____

Now complete Sections I and J before returning the form to The Royal College of Anaesthetists.

Section H: Declaration by candidates who are not in approved UK training posts

Medical Qualification: _____ Awarding body and country: _____ Year awarded:
(e.g. MB, BS)

I certify that:

- All the statements in this application are true.
- I have read and agree to abide by the RCoA Examination Regulations [see Info Sheet (3)].
- **I am adequately prepared for this examination** and eligible in all respects to enter this examination [see Info Sheet (3) and (11)].
- I agree to the processing and disclosure of my personal data as described in Info Sheet (6).

Signature of candidate: _____ Date: _____

Now complete Sections I and J before returning the form to The Royal College of Anaesthetists.

Section I : Trainees only

I obtained my Primary Medical Qualification in area: (1 = UK, 2 = European Community, 3 = Rest of world).

I am training in the following Deanery/
Country (outside the UK):

(If working outside the UK please enter country where presently employed and move to section J)

I am currently training within the following School of Anaesthesia (please tick as appropriate):

School of Anaesthesia	Tick
Barts and The London	
Birmingham	
Bristol	
Central London	
East of England	
East Midlands Healthcare Workforce	
Hull/York and East Coast	
Imperial	
KSS	
Leeds and Bradford	
Mersey	
Military Services	
Northern	
Northern Ireland	
North of Scotland	

School of Anaesthesia	Tick
North West	
Nottingham and East Midlands (NEMSA)	
Oxford	
Sheffield and South Yorkshire	
South East (SESA)	
South East Scotland	
South West	
St George's	
Stoke-on-Trent	
Tayside	
Warwickshire	
Welsh	
Wessex	
West of Scotland	

Section J: Racial Monitoring and Equal Opportunities Policy

To ensure compliance with the Race Relations (Amendment) Act 2000 and as part of the College's Equal Opportunities Policy, the College monitors Exam results in relation to the candidate population. To assist this monitoring process the College is required to gather information on candidate Ethnic Origin. This information will only be used to promote racial equality and to assist in the provision of equal opportunities for all.

All information will be held in the strictest confidence. It will not be available to anyone involved in examining you or those involved in processing your results. This information will be recorded on the College database. However, any use made of this data will not allow any individual to identify you.

You are requested to complete the form below, although this is not mandatory. Whatever your decision, it will have no effect on your exam results.

Please indicate your racial origin by ticking the relevant box:

White	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>
Black (African)	<input type="checkbox"/>	Indian	<input type="checkbox"/>
Black (Caribbean)	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	Other	<input type="checkbox"/>
Middle Eastern	<input type="checkbox"/>		

Is English your first language? Yes: No:

Now return the form and supporting documents to:

The Royal College of Anaesthetists, Churchill House, 35 Red Lion Square, London WC1R 4SG

Please do not attach this sheet to your application form

THE ROYAL COLLEGE OF ANAESTHETISTS – PRIMARY FRCA MCQ EXAMINATION

APPLICATION FORM – INFORMATION SHEET

Completing your form

- The top of the form:** All applicants will need to be registered with the College in a membership category (not affiliated) or for Temporary Examination Eligibility and enter their College Reference Number (CRN) or Temporary Examination Eligibility number (TEE) at the top of the form. **With the exception of ACCS**, current Irish anaesthetic trainees and Foundation trainees applying for Primary examinations, these applicants will be issued with a temporary CRN by the College on receipt of their application form, temporary CRNs are valid for the period of the examination only. UK Trainees should enter their National Training Number (NTN), if issued. Applicants not issued with an NTN may leave this blank. All applicants must be registered with the GMC if working in the UK or their own National Medical Council (NMC) if working overseas. Therefore, applicants must enter their GMC or NMC number where indicated.
- The address:** The address you put on the application form will be used for all correspondence relating to that examination. Applicants outside the UK will be contacted by email with letter correspondence being sent as pdf and by post. **Receipt of application forms will be confirmed by email.**
- Eligibility:** The detailed rules for eligibility can be found in the College's [Examination Regulations](#). Applicants must read the regulations before completing the application form.
- Examination centres:** FRCA examinations are held in the UK only. The College makes every effort to meet candidate's preferences. However we are restricted by the number of spaces available at each centre. Early application will give a much higher chance of being given the centre requested. Written examinations are held in London, Sheffield, Manchester, Edinburgh, Cardiff, Belfast and Birmingham. The College is unable to move candidates from one centre to another from ten working days before the examination, as numbers will be finalized with each centre.
- Number of attempts:** The number of attempts allowed at the Primary MCQ is limited to six. (Candidates must submit an AET FORM1 prior to their sixth attempt). A pass in the Primary MCQ is valid for three years as eligibility towards the OSCE/ SOE exam.
- Disclosure of information:** Under the Data Protection Act 1998, the information provided on this form and your examination result may be processed and passed to examiners, your College Tutor, Postgraduate Dean, employer, etc. for legitimate purposes connected with your training. If you are registered or anticipate being registered with the GMC then your personal data, including data about your exam results, will be passed to the GMC for quality assurance and research purposes and to facilitate the awarding of certificates of completion of training (CCTs).
- Supporting documents:** There is no requirement to submit supporting documents with your Primary MCQ Application.
- Working through the form:** The correct contact information is important, so that we are able to contact you at anytime during the examination process. Ensure you tick all boxes that are appropriate to you. All applicants must complete the current details section. Trainees must complete Section I regarding current Deaneries and Schools of Anaesthesia. All applicants are requested to complete the Racial Monitoring and Equal Opportunities policy section.
- Your signature:** Ensure you have signed and dated the appropriate declaration section G for trainees and MTI (IP) or section H for those not in approved UK training posts. By signing the form you are confirming that you have the support of your CT or anaesthetic consultant to sit the exam you are applying for. See note 10.
- Your College Tutor or Consultant's signature is not required:** However, Trainees/MTI (IP) applicants will need to have discussed their application with their College Tutor and have their full support to sit this exam. Non- trainees are required to obtain the support of their supervising anaesthetic consultant. All applicants must print the name of their CT or supervising consultant at Section F. You will declare that you have done this when you sign the form at Section G or H as appropriate.
- Adequately prepared for this exam:** Applications received by the College will be accepted as an indication that the applicant is adequately prepared for the examination applied for. An AET FORM1 must be in place at least three months before applying for the sixth attempt at this exam.
- All FRCA examinations are conducted in English. Where a candidate's first language is not English, the College recommends that an applicant's communication and written skills in English are at least equivalent to the level at which a doctor could successfully pass the PLAB (Professional Linguistics Assessment Board) tests or at a level where they would expect to gain an average score of approximately 7/10 across all bands of the IELTS (International English Language Testing System).

Please turn over for information about checking and sending your application form.

Please do not attach this sheet to your application form

THE ROYAL COLLEGE OF ANAESTHETISTS – PRIMARY FRCA MCQ EXAMINATION

APPLICATION FORM – INFORMATION SHEET

Checking and submitting your form

- 13 **Check it:** Start at the front and check through your form again. Have you signed and dated it? Have you informed your College Tutor or Anaesthetic consultant about you sitting this exam and have they given you their approval? There are no supporting documents that need to be submitted with the Primary MCQ application form. Have you included the fee? Is your cheque correctly completed, signed and dated?
- 14 **Examination fee:** The examination fee is set out on the examinations calendar. The cost of the Primary MCQ for the 2013–2014 is £310.00. Currently only cheques drawn on a UK clearing bank, sterling bank draft or postal orders are accepted. Cheques should be made payable to '**The Royal College of Anaesthetists**'. Please ensure you have sufficient funds in your account. If your cheque bounces the bank will take around four days to inform the College. If payment issues are not resolved by the closing date then the application concerned will be rejected.
- 15 **When to send your form:** Early application saves stress and allows the exams team to contact you should there be a problem with your application. No application will be accepted after 5.00 pm on the published closing date. You should only send applications during the active application window period which is set out in the exam calendars. If we receive it before the opening date, then it will be held in a pending tray until the appropriate date.
- 16 **How to send it:** The College does not accept any responsibility for the application form until it reaches the College, so it is up to you to get it to the College before 5.00 pm on the closing date, proof of postage is not proof of delivery. First class postage delivery times vary enormously. If the closing date is one week or less, consider Royal Mail Registered/Special Delivery. Registered (now called Special Delivery) is a secure service guaranteed for next day by either 9.00 am or 1.00 pm. Prices start at around £6. Mail is kept separate from ordinary mail and signed for on delivery. Special delivery can be tracked and traced via the Royal Mail website. Another option is the DHL Service Point scheme which is available from most branches of WH Smiths, Ryman or Staples, an A4 letter costs around £6 and again guarantees next day delivery. Finally, if you live/work near the College then bring it in by hand. The College is open from 8am to 6pm, Monday to Friday. Outside these hours then use the post box to the left of the glass doors.
- 17 **Confirming receipt:** You will receive an email to notify you when your application has been booked on to the exam, this should be sent to you around two days after being received in the College. If you have not heard from us within five working days of you sending your application or the closing date is getting close and you are anxious about your form being received by us, then call the College and speak to a member of the exams team (020 7092 1524/1525). Always ensure you have received confirmation by 5.00 pm on the closing date.
- 18 **Waiting lists:** There are no waiting lists for Primary FRCA MCQ examinations.

Withdrawals

- 19 **Before the closing date:** You can withdraw before the closing date and receive a refund less a small admin charge. You must advise the examination dept of your intention to withdraw via email to exams@rcoa.ac.uk.
After the closing date: You can withdraw after the closing date. This will not count as an attempt. Refunds are not *normally* given after the closing date unless it is a reason beyond your control such as illness or family bereavement. If this is the case then you must contact the exams department exams@rcoa.ac.uk give the reason and ask your College Tutor to confirm that they support your withdrawal, again by email. Refunds are not given for lack of preparation.

Receiving documentation from the College about your exam entry and results:

- 20 **Admission notice:** You should receive a letter from the College which confirms you are booked onto the exam; your Admission notice, around 5 working days after the closing date. This will state your 'candidate number' a three figure number that is unique to you for this exam only, the timing of your exam, and the address of your exam venue. Please bring your Admission notice with you when you attend the exam. You will be directed to your exam desk by the use of your 'candidate number'.
- 21 **Results:** You will be given a date and time on which a pass/fail list will be published on the College website. This will be posted on the [Primary MCQ – Results and Statistics](#) page. A few days after the pass/fail list is published the College will send you your results letter which will confirm your result and provide your MTF raw score, your SBA raw score, your overall raw score and your overall percentage score. No further break down is available.
- 22 **Guidance:** Guidance interviews are not provided following an unsuccessful attempt at the Primary MCQ.