

**The University of Leeds**  
**EXTERNAL EXAMINER'S REPORT**  
ACADEMIC YEAR: 2010– 2011

**PART A: GENERAL INFORMATION**

*Subject area and awards being examined:*

<b>School of:</b> Healthcare	<b>Subject(s):</b> Nursing
<b>Programme(s) / Module(s):</b> Postgraduate certificate in Clinical assessment	<b>awards: (e.g. BA/BSc/MSc etc.)</b> MSc.

*The completed report should be attached to an e-mail and sent as soon as possible, and no later than 6 weeks after the relevant meeting of the Board of Examiners, to [exexadmin@leeds.ac.uk](mailto:exexadmin@leeds.ac.uk).*

Alternatively you can post your report to:

**Head of Academic Quality and Standards,  
Academic Quality and Standards Team,  
Room 12:81, EC Stoner Building,  
The University of Leeds, Leeds LS2 9JT**

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**PART B: COMMENTS FOR THE INSTITUTION ON THE EXAMINATION PROCESS AND STANDARDS*****Matters for Urgent Attention***

*If there are any areas which you think require urgent attention before the programme is offered again please note them in this box.*

No

***Only applicable in first year of appointment***

*Were you provided with copies of previous relevant External Examiners' reports and the response of the School to these?*

No

***For Examiners completing their term of appointment***

*Please comment on your experience of the programme(s) over the period of your appointment, remarking in particular on changes from year to year and the progressive development and enhancement of the learning and teaching provision, on standards achieved, on marking and assessment and the procedures of the School.*

N/A

## Standards

**1. Please indicate the extent to which the programme aims and intended learning outcomes (ILOs) were commensurate with the level of the award?**

- *The appropriateness of the intended learning outcomes for the programme(s)/modules and of the structure and content of the programme(s);*
- *The extent to which standards are appropriate for the award or award element under consideration.*

The modules I have reviewed have appropriate aims and learning outcomes which relate well to the programme assessment strategies. I believe the standards are good and appropriate to the level of the award.

**2. Did the aims and ILOs meet the expectations of the national subject benchmark (where relevant)?**

- *The comparability of the programme(s) with similar programme(s) at other institutions and against national benchmarks and the Framework for Higher Education Qualifications.*

Aims and ILOs are equal to the standards of my own institution and most others I have experienced.

**3. Please comment on the assessment methods and the appropriateness of these to the ILOs?**

- *The design and structure of the assessment methods, and the arrangements for the marking of modules and the classification of awards;*
- *The quality of teaching, learning and assessment methods that may be indicated by student performance.*
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A good variety of assessment methods are utilised and are appropriate to the content of the programme. Assessment strategies include clinical examination, unseen written examination and essay. The module content seems to be of a high level, with a good pass rate, indicating that the teaching is of a good standard and quality learning is achievable for the majority of students.

**4. Were students given adequate opportunity to demonstrate their achievement of the aims and ILOs?**

- *The academic standards demonstrated by the students and, where possible, their performance in relation to students on comparable courses;*
- *The strengths and weaknesses of the students as a cohort.*

Overall, most students achieved creditable passes and the standards are in line with those of other institutions I have been involved with.

**5. For Examiners responsible for programmes that include clinical practice components, please comment on the learning and assessment of practice components of the curriculum**

**6. The nature and effectiveness of enhancements to the programme(s) and modules since the previous year**

*It would be particularly helpful if you could also identify areas of good practice which are worthy of wider dissemination.*

This is my first year as an external examiner at Leeds and I acquired this particular programme late in the academic year following long term sickness of the previous external examiner. Consequently, I am not aware of any changes and therefore unable to comment.

**7. The influence of research on the curriculum and learning and teaching**

*This may include examples of curriculum design informed by current research in the subject; practice informed by research; students undertaking research.*

All modules demonstrate content based on current research, and the assessment strategies demonstrate confirmation of evidence-based teaching. There is evidence that module leaders are closely associated with clinical practice, providing the appropriate clinical expertise. The use of contemporary research by students is expected within their assignments, and this is reflected in the marking strategy.

## ***The Examination Process***

**8. The University and its Schools provide guidance for External Examiners as to their roles, powers and responsibilities. Please indicate whether this material was sufficient for you to act effectively as an External Examiner?**

- *Whether external examiners have sufficient access to the material needed to make the required judgements and whether they are encouraged to request additional information.*

I attended the induction day which provided me with the opportunity to meet both the academic and administration staff, as well as enabling me to understand the policies and procedures at Leeds. Any queries I have had have been swiftly addressed.

**9. Did you receive appropriate documentation relating to the programmes and/or parts of programmes for which you have responsibility, e.g. programme specifications or module handbooks?**

- *The coherence of the policies and procedures relating to external examiners and whether they match the explicit roles they are asked to perform.*

I was supplied with all the relevant module information and if I have needed clarification on anything, the information has been readily provided.

**10. Was sufficient assessed/examination work made available to enable you to have confidence in your evaluation of the standard of student work?**

Yes. I have received an appropriate number of scripts from each module to be satisfied that the marking process is appropriate and transparent.

**11. Were the administrative arrangements satisfactory for the whole process, including the operation of the Board of Examiners?**

Yes, although due to my late appointment to this programme, I was unable to attend the last exam board due to previous commitments.

**12. Were appropriate procedures in place to give due consideration to mitigating circumstances and medical evidence?**

I have not had personal experience of this aspect, but it would appear from the course material that appropriate procedures are available to deal with such issues and students are made aware of these.

### ***For Examiners involved in Mentoring Arrangements***

*If you have acted as a mentor to a new external examiner or have received mentor support please comment here on the arrangements.*

I have received excellent mentor support with some very useful advice on how to manage the logistics of receiving and returning scripts.

### ***Other Comments***

*Please use this box if you wish to make any further comments not covered elsewhere on the form.*

I apologise for the late submission of this report, but as previously explained, I acquired this programme late in the academic year. This, plus the timing of the modules meant that I did not feel I had enough interaction with the programme to be able to submit my report at the normal time. Consequently, I have waited until the final module was completed before my evaluation. I would like to thank the programme leader for providing me with this opportunity and his patience, and I will include my evaluation of this programme in my normal annual report in the future.

School of Healthcare

Baines Wing  
University of Leeds  
Leeds LS2 9JT



UNIVERSITY OF LEEDS

10 May 2012

Dear

Re: **External Examiner's Annual Report 2010/2011**  
**Postgraduate Certificate in Clinical Assessment**

On behalf of the Programme Management Group I would like to thank you for your support of this programme and in particular for your agreement to assume the role of programme external part way through the session.

It is pleasing that you feel that teaching is research based and of a high standard and that student feedback is sound and constructive.

I am delighted that you feel well supported in your role and that communication with the School is of a good standard.

With best wishes,

Yours sincerely