

**The University of Leeds**  
**EXTERNAL EXAMINER'S REPORT**

ACADEMIC YEAR: 2016-17

**Part A: General Information**

**Subject area and awards being examined**

Faculty / School of:	Faculty of Medicine and Health
Subject(s):	<i>Dentistry</i>
Programme(s) / Module(s):	CP5
Awards (e.g. BA/BSc/MSc etc):	MChD/BChD

**Part B: Comments for the Institution on the Examination Process and Standards**

**Points of innovation and/or good practice**

*This course offers an Integrated Masters Degree with a Final Year Project. The project is an extremely valuable aspect of the programme as it exposes the students to research and helps them to develop critical thinking for their future careers and is definitely a good example of innovation within the programme.*

*With regards to good practice, the programme compares favourably with other institutions in the country. The examination process was transparent and fair, and all the issues that arose during my visit were answered promptly and in a clear manner.*

**Enhancements made from the previous year**

Completion of transfer from BchD curriculum to the MChD curriculum.  
The Final Year Projects are of excellent research quality and enhance this course. I would encourage your students to present their work in national and international conferences.

**Matters for Urgent Attention**

*No urgent matters needing attention were identified*

**For Examiners in the first year of appointment N/A**

1.	Were you provided with an External Examiners Handbook?	Y/N
2.	Were you provided with copies of previous relevant External Examiners' reports and the response of the School to these?	Y/N
3.	Were you provided with an External Examiner Mentor?	Y /N

**For Examiners completing their term of appointment N/A**

4.	Have you observed improvements in the programme(s) over the period of your appointment?	Y / N
5.	Has the school responded to comments and recommendations you have made?	Y / N
6.	Where recommendations have not been implemented, did the school provide clear reasons for this?	Y / N
7.	Have you acted as an External Examiner Mentor?	Y /N

N/A

## Standards

8.	Is the overall programme structure coherent and appropriate for the level of study?	Y
9.	Does the programme structure allow the programme aims and intended learning outcomes to be met?	Y
10.	Are the programme aims and intended learning outcomes commensurate with the level of award?	Y
11.	Did the Aims and ILOs meet the expectations of the national subject benchmark (where relevant)?	Y
12.	Is the programme(s) comparable with similar programmes at other institutions?	Y
<i>The overall programme structure is appropriate for the level of study and allows the programme aims and ILOs to be met. It compares favourably to other institutions in the country being also unique as the degree awarded is at a Masters level.</i>		
13.	Is the influence of research on the curriculum and learning and teaching clear?	Y
<i>There is a strong component of research on this course which is well reflected in the Final Year Project.</i>		
14.	Does the programme form part of an Integrated PhD?	N
<i>Please comment on the appropriateness of the programme as training for a PhD:</i>		
15.	Does the programme include clinical practice components?	Y
<i>Yes. The clinical practice component was assessed via unseen cases and presentation of the student's clinical cases. I had the opportunity to observe both examinations which were carried out in a very satisfactory and fair manner. The internal examiners were well prepared and asked relevant and adequate questions which helped to reflect the student's achievements during the course. I did agree with the internals' final marks given for each student I observed.</i>		
16.	Is the programme accredited by a Professional or Statutory Regulatory Body (PSRB)?	Y
<i>The programme meets the standards recommended by the General Dental Council</i>		

## Assessment and Feedback

17.	Does the programme design clearly align intended learning outcomes with assessment?	Y
<i>Assessment methods were appropriate for the students on this course.</i>		
18.	Is the design and structure of the assessment methods appropriate to the level of award?	Y
19.	Were students given adequate opportunity to demonstrate their achievement of the programme aims and intended learning outcomes?	Y

*The students were given good opportunities to demonstrate their participation and achievements and this was reflected through portfolios and presentations I had the chance to observe/review. I was very impressed with some students who showed excellent patient's care in a very holistic manner as well as outstanding communication skills.*

*The members of staff showed to be very committed giving adequate feedback to the students at all times.*

### The Progression and Awards Process

20.	Were you provided with guidance relating to the External Examiners role, powers and responsibilities in the examination process?	Y
21.	Was the progression and award guidance provided sufficient for you to act effectively as an External Examiner?	Y
22.	Did you receive appropriate programme documentation for your area(s) of responsibility?	Y
23.	Did you receive appropriate module documentation for your area(s) of responsibility?	Y
24.	Did you receive full details of marking criteria applicable to your area(s) of responsibility?	Y
25.	Were you provided with all draft examination papers/assessments?	Y
26.	Was the nature and level of the assessment questions appropriate?	Y
27.	Were suitable arrangements made to consider your comments on assessment questions?	Y
28.	Was sufficient assessed work made available to enable you to have confidence in your evaluation of the standard of student work?	Y
29.	Were the examination scripts clearly marked/annotated?	Y
30.	Was the choice of subjects for final year projects and/or dissertations appropriate?	Y
31.	Was the method and standard of assessment appropriate for the final year projects and/or dissertations?	Y
32.	Were the administrative arrangements satisfactory for the whole process, including the operation of the Progression and Awards Board?	Y
33.	Were you able to attend the Progression and Awards Board meeting?	Y
34.	Were you satisfied with the recommendations of the Progression and Awards Board?	Y
35.	Were you satisfied with the way decisions from the School Special Circumstances meeting were communicated to the Progression and Awards Board?	Y

I had access to all the material and received appropriate programme documentation at all times.

With regards to the **written examination papers**, It was surprising to see that some examiners had marked directly on the papers. This does not reflect good practice as can cause distraction/act a bias for the second examiner. I would recommend this not to happen again.

There has been previous discussion on using model answers with the criteria on what to expect from a "safe pass" I was happy to see more model answers using the criteria, however it would be ideal to reach this approach to all the questions.

With regards to the **unseen cases** the questions not only focused in a particular specialty but also reflected the importance of prevention and relevance of the patient's medical history. This gave the students the opportunity to show insight on how to treat the patients in a more holistic manner, which I think is very important. The students I observed, did, indeed, very well, showing the high standards of education they receive in this course.

I was, however, a bit disappointed not to see an oral medicine question in the unseen cases examination part. I would suggest oral medicine is also considered in future years as it is an important part not only of this course curriculum but for their future development as well prepared dentists.

I was able to attend the Progression Awards Board meeting. All the cases from the School Special Circumstances meeting were well considered and treated fairly.

#### Other comments

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

*This is my second year as external examiner for this course and I was very happy to see the changes that we had suggested from last year had been taken into consideration and actions had been put in place.*

*It was clear to me how caring and professional all the staff involved in this course (both administrative and academic) are and would like to congratulate the team for that.*

**Name of School and Head of School (or nominee)**

Title and Name of Responder:	
Position*:	Head of School
Faculty / School of:	<i>Faculty of Medicine and Health, School of Dentistry</i>
Address for communication:	Level 6, Worsley Building, Clarendon Way, Leeds, LS2 9LU
Email:	
Telephone:	

\*If the individual responding to the report is not the Head of School please state their position within the School.

**Completing the School response**

The completed School response (including the full original report) should be attached to an e-mail and sent to the Pro-Dean for Student Education in the relevant Faculty. Following approval by the Pro-Dean for Student Education, the School must send the response (including the full original report) directly to the External Examiner. A copy must also be emailed to the Quality Assurance Team at [qat@leeds.ac.uk](mailto:qat@leeds.ac.uk). External Examiners should receive a formal response no later than six weeks after receipt of the original report.

**Response to Points of innovation and/or good practice**

Thank you for your comments. We are proud to have been able to develop the first Integrated Masters Programme in Dental Surgery in the UK and we are pleased that you feel that the Final Year Project is such a valuable part of that programme, exposing the students to research and helping them to develop critical thinking for their future careers.

We are pleased that you felt the programme could be compared favourably with others in the country and that you found our examination process transparent and fair. We endeavour to work closely with our external examiners and respond to their concerns and queries promptly and clearly and are glad that this was your experience.

**Response to Enhancements made from the previous year**

It was satisfying to fully complete the transfer from BChD to MChD this year and we hope to continue to develop this innovative programme with help from our external examiners.

Thank you for your comments regarding the high quality of our student's research. Some students have already had the opportunity to present their work at national and international conferences and we will encourage more of our students to do so in the future.

**Response to Matters for Urgent Attention**

If any areas have been identified for urgent attention before the programme is offered again please provide a specific response to them here:

We are pleased that you did not feel there were any matters for urgent attention.

**Response to questions 1-7 (and related comments)**

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

N/A

**Standards****Response to questions 8 to 16 (and related comments)**

Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:

We are pleased that you have indicated that the overall programme structure is appropriate for the level of study and allows the programme aims and ILOs to be met, comparing favourably to other institutions in the country and meeting the standards recommended by the General Dental Council.

Your comments regarding the clinical practice unseen case and portfolio case are welcome. It is important to us that our external examiners are present for these high stakes assessments and it is pleasing to hear that you found these were conducted well and fairly.

## Assessment and Feedback

### **Response to questions 17 to 19 (and related comments)**

*Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:*

Thank you for your comments in relation to assessment and feedback.

The students dedicate significant effort to the wide range of assessments within the programme and we are glad that you felt this allowed them to demonstrate their participation and achievement, particularly in patient care.

It is also pleasing to acknowledge the commitment of our staff in providing feedback to the students.

## The Progression and Awards Process

### **Response to questions 20-35 (and related comments)**

*Schools may provide a general response; however, where Examiners raise specific points these must be addressed individually:*

Thank you for your review of the progression and awards process, we appreciate your work, particularly with regards the volume of papers and results to review.

In relation to the written examination papers, it is policy that examiners do not mark directly on the examination paper and it is disappointing that you found this was not always the case. We will be working with our examiners to ensure that they fully follow the instructions they are given for marking examination papers in the future.

We agree that the expectation of the 'just passing' candidate should be clearly stated for each question and we will ensure that this is available for all questions marked by criteria when the papers are sent to the external examiners for initial scrutiny.

We are pleased that you found that the unseen cases gave our students the opportunity to show insight into the more holistic approach to patient care. This examination has been developed over a number of years and the case base materials are challenging to produce. It is encouraging to hear that you feel that they are working well. We note your comments regarding examination of Oral Medicine within the unseen examination. As each student sees only two unseen cases it is not possible to cover all areas of clinical dentistry within this examination however there is opportunity to assess these in other Year 5 assessments. In our forthcoming review of the clinical practice modules we will be looking at the format of all of our clinical examinations to ensure that they continue to assess the breadth of the programme and GDC learning outcomes in the most appropriate way to prepare our students for practice in the best way possible.

## Other comments

### **Response to items included in the 'Other Comments' section of the report**

We are pleased that you have been able to see your suggestions for change have been considered and action taken. Our staff do work very hard and we are very happy to see this acknowledged and praised by our external examiners.