

The University of Leeds
EXTERNAL EXAMINER'S REPORT

ACADEMIC YEAR: 2018-19

QAT Received 05/12/2019

Part A: General Information

Subject area and awards being examined

Title and Name of Examiner:

Faculty / School of:	Medicine
Subject(s):	<i>Physician Associate Studies</i>
Programme(s) / Module(s):	PA Studies
Awards (e.g. BA/BSc/MSc etc):	Masters

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

Points of innovation and/or good practice

Please highlight areas of innovation or good practice within the programmes or processes you have been involved with in this box.
Excellent examiner and student briefing for the OSCE. The use of practise was appropriately discussed.
I was permitted to review and comment on all written and practical exams prior to use and a response to my comments and actions taken were sent back to myself.
I was also permitted to review a full spectrum of student submitted written work and comment on performance or lack of.

Enhancements made from the previous year

Please highlight any enhancements made to the programme(s) or processes over the past year in this box.
Written responses to my comments regarding exam content.

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
None

For Examiners in the first year of appointment only

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

For Examiners completing their term of appointment only

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

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

I have enjoyed working with a highly professional team. The faculty have been responsive to my comments and suggestions.

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
<p>Please use this box to explain your overall impression of the programme structure, design, aims and intended learning outcomes. Well designed and structured and entirely fit for purpose.</p>		
13.	Is the influence of research on the curriculum and learning and teaching clear?	Y
<p>Please explain how this is/could be achieved (examples might include: curriculum design informed by current research in the subject; practice informed by research; students undertaking research) It is clear that the faculty implement up-to-date teaching and mentoring practices</p>		
14.	Does the programme form part of an Integrated PhD?	N
<p>Please comment on the appropriateness of the programme as training for a PhD: Not applicable</p>		
15.	Does the programme include clinical practice components?	Y
<p>Please comment on the learning and assessment of practice components of the curriculum here: I attended both year 1 and 2 practical exams and I was highly impressed with the quality of candidates and their skill sets, Assessments were appropriate and exams were well run. The structure of the clinical skills centre was not entirely appropriate for a clinical exam, however I believe that the faculty will be moving to a new site in the future.</p>		
16.	Is the programme accredited by a Professional or Statutory Regulatory Body (PSRB)?	N
<p>Please comment on the value of, and the programme's ability to meet, PSRB requirements here: Until the GMC take over Physician Associate regulation and accreditation there is no appropriate regulatory or accrediting organisation.</p>		

Assessment and Feedback

17.	Does the programme design clearly align intended learning outcomes with assessment?	Y
<p>Please comment on the assessment methods and the appropriateness of these to the ILOs, in particular: 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. Assessment methods were entirely appropriate, well designed, well organised and sufficiently probing to ensure an appropriate level of knowledge and practice in the candidates.</p>		

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
<p><i>Please comment on 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:</i> The performance of the candidates, I observed, was of a high quality and reflected well on faculty staff, tutors and clinical instructors.</p>		
<p><i>Please use this box to provide any additional comments you would like to make in relation to assessment and feedback:</i></p>		

The Progression and Awards Process

20.	Were you provided with guidance relating to the External Examiner's 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
<p><i>Please use this box to provide any additional comments you would like to make on the questions above:</i></p>		

Other comments

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

I have enjoyed working with the PA faculty. Staff are professional and dedicated. The candidates have been well trained and demonstrated competencies and skills appropriate to their level of completion. The standard of the candidates, I observed, was similar to or better than those I have observed at other PA schools.

Name of School and Head of School (or nominee)

Title and Name of Examiner:

Subject(s):

Physician Associate Studies

Programme(s) / Module(s):

Programme level

Awards (e.g. BA/BSc/MSc etc):

MSc

Title and Name of Responder:

Position*:

Director of Student Education – TPG-SoM / Programme Lead PA Studies

Faculty / School of:

Medicine

Address for communication:

Level 10, Worsley Building
University of Leeds
Clarendon Way
Leeds, LS2 9NL

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) must be sent directly to the External Examiner. A copy must also be emailed to the Quality Assurance Team at gat@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 explaining our role in sharing our good practice with you.

Response to Enhancements made from the previous year

We will continue to respond to comments raised during the year and address these as required.

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:

N/A

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:

Thank you for the positive review of the programme. There are no ongoing issues that require action from the programme.

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:

As highlighted the facilities were less than ideal this year, however, the clinical skills team have now moved to new premises and we look forward to working with them in this academic session.

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 highlighting the calibre of our students and the quality of our assessments.

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 highlighting our progression and awards processes are fit for purpose and work well.

Other comments

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

Thank you to _____ for acting as our external examiner for the previous 3 years, _____ guidance and support through our assessment procedures has been invaluable.