



# RCSI

## **Regulations for the Specialist Fellowship Diploma of the Faculty of Dentistry**

**Royal College of Surgeons in Ireland**



# RCSI

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## 1. Scope of this document

- This document outlines the Regulations relating to the Specialist Fellowship Diploma of the Faculty of Dentistry of the Royal College of Surgeons in Ireland for the following specialities:

FFDRCSI (Oral Med)	Oral Medicine
FFDRCSI (OSOM)	Oral Surgery with Oral Medicine
FFDRCSI (Pros)	Prosthodontics
FFDRCSI (Perio)	Periodontics
FFDRCSI (Endo)	Endodontics
FFDRCSI (ORD)	Operative & Restorative Dentistry
FFDRCSI (Paed Dent)	Paediatric Dentistry
FFDRCSI (Orth)	Orthodontics

## 2. General Regulations

- The Specialist Fellowship Diplomas of the Faculty of Dentistry, Royal College of Surgeons in Ireland, in the specialities outlined in section 1 - will be granted to those who are eligible to sit for and pass the examination.
- The requirements to present for the examination in the Specialist Fellowships, FFDRCSI are:
  - a. MFD/MFDS/MJDF and should be in good standing in relation to the maintenance of the RCSI annual subscription if appropriate.
  - b. Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) speciality training. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions. Training would normally be expected to be undertaken within one programme.
- The dates of the examination and the fees payable for admission to the examination are set out in the examination calendars, which are published annually by the College and are available on the Faculty of Dentistry website: <https://facultyofdentistry.ie/>. The examination is conducted in the English language.
- N.B. Prior approval must be received from the Faculty office before sitting an FFD examination.
- FFD Exam Eligibility: A copy of the following documentation must be provided at the time of application:
  - BDS/B Dent Sc. or equivalent basic undergraduate Dental Degree



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- MFD /MFDS/MJDF Certificate \*

***\*The above qualifications will only be accepted if achieved by examination. A letter from the awarding Faculty confirming this, must be submitted with the candidate's application.***

- Certificates of Training Completion  
or
  - Letter confirming three years training from Programme Director(s)  
or
  - If training has been carried out at different institutions, letters confirming three years training from the relevant Programme Directors or Clinical Leads
- The Faculty of Dentistry will open applications 4 months in advance of the date of the examination for 1 month only. It is advisable to apply as early as possible within this window.

The Faculty of Dentistry will endeavor to return any incomplete applications with reference to their deficiency as soon as possible to permit candidates to resubmit prior to closure of the application window. The published application window closing date for each examination is final. Allowances will not be made under any circumstances for late or incomplete applications.

- Please view our FFD application guidance manual for information on how to register and submit an application to the FFD assessment Portal: <https://facultyofdentistry.ie/>
- If you are considered eligible to sit an FFD examination, you must log on to the Postgraduate Examinations System to formally apply for the examination. However, you cannot formally apply online for an FFD examination without prior approval from the Faculty office.
- Prior to formally applying for the FFD examination, please ensure that you carefully read the following information that can be found on our Faculty website: <https://facultyofdentistry.ie/>
  - Exam regulations
  - Exam Rules of Conduct

Due to the large number of candidates applying to take these examinations, it is essential that the following points are read and adhered to:

- If the Faculty considers that you are eligible to sit an FFD examination, you must log on to the Postgraduate Examinations system to formally apply for your chosen examination <https://postgradexams.rcsi.ie/>, you will be required to provide the following:-
  - The full fee must then be paid online by credit card.
  - You will be asked to scan and upload a passport photograph.
  - You will be asked to scan your official letter of prior approval from the Faculty office.



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- This formal online application must be received by the SARA Department (Student Academic and Regulatory Affairs) on or before the closing date of the examination.
- Once your online application has been processed you will receive official confirmation, along with your examination number.
- The SARA Department will be in contact with you prior to the examination regarding further details of venues, timetables, etc.
- The examination may be delivered in a variety of formats. Where part of, or the whole of the examination is delivered non face-to-face, the format of the examination may vary according to the special circumstances of the situation. Candidates who have been approved to sit the FFD examinations will be informed for the format of their particular examinations.
- You are welcome to make enquiries only during the application window beginning four months in advance of the examination with regard to any examination applications you are making to this Faculty. Email: [ffdexams@rcsi.ie](mailto:ffdexams@rcsi.ie)
- Candidates entering the examination must adhere to all examination policies available on the website: <https://postgradexams.rcsi.ie/>
- The College or Board of the Faculty reserves absolute discretion to refuse to admit to the examination, proceed with the examination of, any candidate who (a) infringes any of the Regulations or (b) who is considered by the Examiners to be acting in a manner prejudicial to the proper management and conduct of the examination or (c) whose conduct has rendered them in the College's or Board's opinion, unsuitable for conferral with the Diploma of Fellow of the Faculty of Dentistry of the Royal College of Surgeons in Ireland.
- Candidates who desire to make representation with regard to the conduct of the examination must address them to the Examinations Office of the Royal College of Surgeons in Ireland within 1 month of the examination and not in any circumstances to an examiner. Representation will then be dealt with according to the policy agreed by the College.
- The Specialist Fellowship Diploma of the Faculty of Dentistry, RCSI is registrable in the Register of Dentists for Ireland as an additional qualification provided that the name of the holder already appears in that Register. Details regarding the registration of the diploma may be obtained from the Registrar, Irish Dental Council, 57 Merrion Square, Dublin 2. The FFD Diploma does not entitle the holder to admission to the Register of Dental Specialities in Ireland.



### 3. FFD Surgical Specialties

#### 3.1 FFDRCSI (Oral Med) Entry Requirements & Examination Format

##### FFDRCSI (Oral Med) – Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (Oral Medicine) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Oral Medicine. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

##### FFDRCSI (Oral Med) – Examination Format

###### Notes

Part A Oral Med will normally be delivered online. The exam will consist of two written papers as follows:

- Short Answer Questions, 10 Questions 90 minutes
- Structured Clinical Reasoning Question Paper (14 Questions), 90 minutes.

The paper contents will examine the “General Principles of Medicine and Surgery”

###### Part A Components

###### Description

###### Written Paper

The Part A examination will normally be delivered online and will consist of the following components:

- 10 Multiple Short Answer Questions
- 14 Short Critical Reasoning Assessments: short structured questions assessing clinical knowledge and reasoning in Principles of Medicine and Surgery relevant to Oral Surgery and Oral Medicine.

Each component will be 90 minutes long.

###### Notes

- Candidates who hold a Medical Degree are exempt from Part A (a copy of the medical qualification must be supplied in the application package).
- Candidates are allowed up to four attempts at the FFD Part A, attempts must be taken within 4 years of entering FFD Part A.
- Candidates are allowed up to four attempts at the FFD Part B. Attempts must be taken within 3 years of passing FFD Part A.
- An attempt is defined as an occasion where a candidate commences, but not necessarily completes the FFD Part A or Part B.



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## FFDRCSI (Oral Med) - Examination Format - Part B

Part B Components	Description
Written Paper	<p><b>A Written Paper</b> to encompass the principles and practice of Oral Medicine.</p> <p>The written paper will consist of a combination of:</p> <ul style="list-style-type: none"><li>• “OSCE Type” Questions: 15 Questions, 90 minutes.</li><li>• Multiple Short Answer: 10 Questions, 90 minutes.</li></ul>
Simulated Clinical Examination (Unseen Cases : 2 Cases) (2 x 30 minutes)	<p>Candidates will be required to take an observed history from two patients* for which 5 minutes will be allowed for history and data reading, 10 minutes allowed for history taking followed by a 15 minute oral discussion with the examiners for each patient</p> <ul style="list-style-type: none"><li>• *The “patients” in the simulated clinical examination are actors or examiners simulating clinical patients.</li><li>• There will be two examiners present during the simulated clinical examination.</li></ul>
Oral Examinations (Viva) (2 Oral Examinations 15 minutes each)	<p>On appropriate aspects of Oral Medicine, which will include discussion of the relevant current literature.</p> <ul style="list-style-type: none"><li>• There will be two examiners present during the oral examination.</li></ul>
One Long Case (Unseen Case)	<p>The candidate will be presented with the history of a patient and will have 15 minutes before presenting their findings to the examiners. Radiographs, results of laboratory investigations and other reports may be made available by the examiners.</p> <p>A wide ranging discussion for 30 minutes will follow.</p>



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## FFDRCSI (Oral Med) – Syllabus

The examination will test the candidate's understanding of the theory and practice of oral medicine in the context of total patient care. Candidates are expected to be aware of recent developments in the specialist field and be familiar with the current specialist literature. The level of understanding of the following subjects should be appropriate to a three year training programme. The topics listed below serve as a guide only and are not intended to be prescriptive nor exhaustive.

- Anatomy, physiology and pathology of the masticatory system and related structures
- Biochemistry in the context of oral disease.
- Genetics and inherited disease
- Immunology
- Molecular biology
- Oral microbiology
- Pharmacology and therapeutics relevant to oral medicine
- Oral pathology
- Oral infections
- Oral ulceration
- Developmental oral conditions
- Vesiculo-bullous conditions
- Potentially malignant conditions
- Malignant oral disease
- Oral manifestations of systemic diseases
- Neuralgias
- Orofacial pain
- Psychological disease
- Salivary gland disease
- Biopsy techniques and minor surgical procedures
- Dental management of medically compromised patients
- Familiarity with special tests in the field of oral medicine
- Radiology and imaging
- Aspects of sociology and psychology
- Communication, interpersonal skills and team leadership
- Epidemiology and biostatistics
- Cross infection and sterilisation
- Ethics and medico-legal considerations
- Information technology
- Dental material science



### 3.2 FFDRCSI (OSOM) Entry Requirements & Examination Format

#### FFDRCSI (OSOM) Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (OSOM) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Oral Surgery and Oral Medicine. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

#### FFDRCSI (OSOM) - Examination Format - Part A

##### Notes

Part A OSOM will normally be delivered online. The exam will consist of two written papers as follows:

- Short Answer Questions, 10 Questions 90 minutes
- Structured Clinical Reasoning Question Paper (14 Questions), 90 minutes.

The paper contents will examine the “General Principles of Medicine and Surgery”

##### Part A Components

##### Description

##### Written Paper

The Part A examination will normally be delivered online and will consist of the following components:

- 10 Multiple Short Answer Questions
- 14 Short Critical Reasoning Assessments: short structured questions assessing clinical knowledge and reasoning in Principles of Medicine and Surgery relevant to Oral Surgery and Oral Medicine.

Each component will be 90 minutes long.

##### Notes

- Candidates who hold a Medical Degree are exempt from Part A (a copy of the medical qualification must be supplied in the application package).
- Candidates are allowed up to four attempts at the FFD Part A, attempts must be taken within 4 years of entering FFD Part A.
- Candidates are allowed up to four attempts at the FFD Part B. Attempts must be taken within 3 years of passing FFD Part A.
- An attempt is defined as an occasion where a candidate commences, but not necessarily completes the FFD Part A or Part B.
- Please note that due to the large number of applicants for FFD (OSOM), candidate places may on occasion be limited. Therefore, we would advise candidates to apply and pay examination fees as soon as possible once eligibility is approved in order to secure a place.



## Part B FFD OSOM

### Notes

The examination will cover the broad range of Oral Surgery, relevant Maxillofacial Surgery, Oral Medicine with an expectation of good working knowledge of Oral Pathology and relevant Radiology. General Principles of Medicine and Surgery will also be revisited.

### Components

### Description

#### Written Paper

#### A 90-minute written paper

14 Short Clinical Case Assessments: short structured questions assessing clinical knowledge and reasoning in Oral Surgery, Oral Medicine, Oral Pathology, Maxillofacial Surgery and Radiology.

#### Simulated Clinical Examination

#### Two Simulated Clinical Examinations of approx. 30 minutes each

Candidates will be required to take an observed history including interpreting laboratory results/ radiological investigations etc. on at least two patients\*. You will have one minute to read the brief, 5 minutes to take a full history from the patient\* and 25 minutes to be examined by two examiners.

\*The "patients" in the simulated clinical examination are your examiners simulating the clinical patients.

There will be two examiners present during the oral examination.

#### Oral Examination (Viva)

#### Two oral examinations of 30 minutes each.

Addressing appropriate aspects of Oral Surgery and Oral Medicine with relevant Maxillofacial Surgery and Oral Medicine, Oral Pathology and Radiology. The examination may include discussion of the relevant current literature.

There will be two examiners present during the oral examination.

### FFDRCSI (OSOM) - Syllabus

The candidate is expected to be conversant with all aspects of Minor Oral Surgery, Temporomandibular Joint Disorders, Facial Trauma, Oral Cancer and Orthognathic Surgery. A sound knowledge in relation to the diagnosis and management of Oral Ulceration, Bullous Disorders, White Lesions, Salivary Gland Disorders, Facial Pain and the Medically Compromised Patient would also be expected.

- The topics listed above serve as a guide and are not intended to be prescriptive nor exhaustive.

#### 4. FFD Restorative Specialties

##### 4.1 FFDRCSI (PROS) Entry Requirements & Examination Format

###### FFDRCSI (Pros) – Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (Prosthodontics) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Prosthodontics. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

###### FFDRCSI (PROS) – Examination Format

###### Notes

The FFD RCSI (Pros) Specialist Fellowship Diploma examination will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Restorative Dentistry including Fixed & Removable Prosthodontics together with his/her expertise in carrying out comprehensive prosthodontic treatment.

- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	The Written Examination consists of the following components: <b>A Written Paper</b> The written paper will consist of a combination of: <ul style="list-style-type: none"> <li>• “OSCE Type” Questions: 15 questions, 90 minutes.</li> <li>• Multiple Short Answer: 10 questions, 90 minutes.</li> </ul>
Oral Examination (Viva) 30 minutes	30 minute Oral Examination with a primary focus on Prosthodontics.
“Treated Cases” 3 Complex Restorative Cases treated by the candidate	<b>A 30 minute oral and visual presentation of 3 complex restorative cases</b> which have been treated personally by the candidate. These should include: <ol style="list-style-type: none"> <li>1. An edentulous case with or without implants</li> <li>2. A removable partially dentate case (e.g. which might include an overdenture component)</li> <li>3. A fixed restorative case on natural teeth (minimum of 8 units)</li> </ol> <p><i>Each of the fully documented case histories should be typed and separately bound (not more than 1000 words per case). A robust, flat type A4 format with clear PVC pockets is recommended. Duplicate copies of each case history are required (no photocopies), one copy being submitted to the College at the time of making the application</i></p>



*for the examination, the other being retained by the candidate for reference.*

***Radiographs, photographs or digital prints of these (transparencies will not be accepted) and any other presentation aids should be provided where appropriate and these should be clearly described in the text. The originals should form part of the case history retained by the candidate.***

Study casts should be brought by the candidate on the day of the Examination and articulated as is considered appropriate. Each of the fully documented case histories and associated illustrative material (e.g. radiographs, study casts, etc.) should be identifiable using coloured adhesive labels as follows:

- Case History 1: Red
- Case History 2: Blue
- Case History 3: Green

The candidate's name or initials must not be shown on the material. Only the patient's initials, gender and date of birth should be shown. The addresses of the candidate and the patients should not be indicated.

Each fully documented case history should give a brief description of the relevant history and results following clinical examination and investigations adopted. The candidate should also give his/her assessment of the diagnostic features and discuss the treatment plan advised. Emphasis should be placed on the careful and complete assessment of the patient's needs in the light of all relevant circumstances.

The candidate should refer to any further investigations and/or treatment which may be required and comment on any special difficulties which necessitated a modification of the initial treatment plan. Each case history should end with an appraisal of the outcome of the treatment together with a discussion of whether the objectives were fully achieved.

**The candidate should provide a written statement confirming that they have provided clinical care for the patients presenting in the examination.**

**In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via Dropbox to the SARA Department, RCSI.**



The above **must** arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination.”

The clinical case histories will be available for collection following the adjudication and candidates should note that this is their personal responsibility.

Candidates failing the examination but passing the Case Presentation section will be exempt from this section for the following examination

## 4.2 FFDRCSI (Perio) Entry Requirements & Examination Format

### FFDRCSI (Perio) – Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (Perio) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Periodontics. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

### FFDRCSI (Perio) – Examination Format

#### Notes

The FFD RCSI (Perio) Specialist Fellowship Diploma examination will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Restorative Dentistry including Periodontics together with his/her expertise in carrying out comprehensive periodontic treatment.

- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	The Written Examination consists of the following components: <b>A Written Paper</b> The written paper will consist of a combination of: <ul style="list-style-type: none"> <li>• “OSCE Type” Questions: 15 questions, 90 minutes.</li> <li>• Multiple Short Answer: 10 questions, 90 minutes.</li> </ul>
Oral Examination (Viva) 30 minutes	A 30 minute oral examination with a primary focus on Periodontics.
“Treated Cases” Presentation of four cases treated by the candidate	<b>A 30 minute presentation and discussion of the case records of four patients</b> personally treated by the candidate as follows :



Two of the case histories should each describe the examination, diagnosis, treatment planning and management of a patient who has received general restorative care of an advanced nature.

The remaining two cases should each describe the examination, diagnosis, treatment planning and management of a complex problem within the field of Periodontics.

***Each of the fully documented case histories should be typed and separately bound (not more than 1000 words per case). A robust, flat type A4 format with clear PVC pockets is recommended. Duplicate copies of each case history are required (no photocopies), one copy being submitted to the College at the time of making the application for the examination, the other being retained by the candidate for reference.***

***Radiographs, photographs or digital prints of these (transparencies will not be accepted) and any other presentation aids should be provided where appropriate and these should be clearly described in the text. The originals should form part of the case history retained by the candidate.***

Study casts should be brought by the candidate on the day of the Examination and articulated as is considered appropriate. Each of the fully documented case histories and associated illustrative material (e.g. radiographs, study casts, etc.) should be identifiable using coloured adhesive labels as follows:

- 4.2.1 Case History 1: Red
- 4.2.2 Case History 2: Blue
- 4.2.3 Case History 3: Green
- 4.2.4 Case History 4: Black

The candidate's name or initials must not be shown on the material. Only the patient's initials, gender and date of birth should be shown. The addresses of the candidate and the patients should not be indicated.

Each fully documented case history should give a brief description of the relevant history and results following clinical examination and investigations adopted. The candidate should also give his/her assessment of the diagnostic features and discuss the treatment plan advised. Emphasis should be placed on the careful and complete assessment of the patient's needs in the light of all relevant circumstances.

The candidate should refer to any further investigations and/or treatment which may be required and comment on any special



difficulties which necessitated a modification of the initial treatment plan. Each case history should end with an appraisal of the outcome of the treatment together with a discussion of whether the objectives were fully achieved.

**The case histories should be accompanied by a signed statement from the clinician responsible for the direct supervision of the candidate, confirming the candidate's management of the submitted cases [Appendix II] in addition to a signed statement by the clinician & patient [Appendix III]. These statements should be separately addressed to the Education Committee in a sealed envelope. There should be no mention of the patients name in these records. They must not be enclosed with the clinical case histories.**

**In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via Dropbox to the SARA Department, RCSI.**

**The above must arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination."**

**The clinical case histories will be available for collection following the adjudication and candidates should note that this is their personal responsibility.**

**Candidates failing the examination but passing the Case Presentation section will be exempt from this section for the following examination.**

### 4.3 FFDRCSI (Endo) Entry Requirements & Examination Format

#### FFDRCSI (Endo) – Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (Endo) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Endodontics. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

#### FFDRCSI (Endo) - Examination Format

##### Notes

The FFD RCSI (Endo) Specialist Fellowship Diploma examination will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Restorative Dentistry including Endodontics together with his/her expertise in carrying out comprehensive endodontic treatment.

- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	<p>The Written Examination consists of the following components:  <b>A Written Paper</b>            The written paper will consist of a combination of:</p> <ul style="list-style-type: none"> <li>• “OSCE Type” Questions: 15 questions, 90 minutes.</li> <li>• Multiple Short Answer: 10 questions, 90 minutes.</li> </ul>
Oral Presentation (Viva 30 minutes)	A 30 minute oral examination with a primary focus on Endodontics.
<p>“Treated Cases”</p> <p>A 30 minute presentation of the case records of patients</p>	<p><b>A 30 minute presentation of the case records of patients</b> personally treated by the candidate.</p> <ul style="list-style-type: none"> <li>• One of the case histories should describe the examination, diagnosis, treatment planning and management of a patient who has received general restorative care of an advanced nature. (Long Case)</li> <li>• The other nine cases should each describe the examination, diagnosis, treatment planning and management of a complex problem within the field of Endodontics. (Short Cases)  <b>3 cases of molar root canal therapy</b>  <b>3 cases of re-treated root canal therapy</b>  <b>3 cases of other endodontic treatments.</b></li> </ul> <p><i>(All to be accompanied by pre-operative, intra-operative, post-operative and follow-up radiographs)</i></p> <p><i>The Long Case history should be typed and separately bound (not more than 1000 words per case). A robust, flat type A4 format with clear PVC pockets is recommended. Duplicate copies of each case</i></p>





***history are required (no photocopies), one copy being submitted to the College at the time of making the application for the examination, the other being retained by the candidate for reference. Radiographs, photographs or digital prints of these (transparencies will not be accepted) and any other presentation aids should be provided where appropriate and these should be clearly described in the text. The originals should form part of the case history retained by the candidate.***

*The Short Cases should follow the above structure but record only the important information relevant to each case*

Study casts should be brought by the candidate on the day of the Examination and articulated as is considered appropriate. Each of the fully documented case histories and associated illustrative material (e.g. radiographs, study casts, etc.) should be identifiable using coloured adhesive labels as follows:

4.3.1 Long Case History: Red

4.3.2 Short Case Histories (1-9): Blue

Candidate's name or initials must not be shown on the material. Only the patient's initials, gender and date of birth should be shown. The addresses of the candidate and the patients should not be indicated. Each fully documented case history should give a brief description of the relevant history and results following clinical examination and investigations adopted.

The candidate should also give his/her assessment of the diagnostic features and discuss the treatment plan advised. Emphasis should be placed on the careful and complete assessment of the patient's needs in the light of all relevant circumstances.

The candidate should refer to any further investigations and/or treatment which may be required and comment on any special difficulties which necessitated a modification of the initial treatment plan. Each case history should end with an appraisal of the outcome of the treatment together with a discussion of whether the objectives were fully achieved.

**The case histories should be accompanied by a signed statement from the clinician responsible for the direct supervision of the candidate, confirming the candidate's management of the submitted cases [Appendix II] in addition to a signed statement by the clinician & patient [Appendix III]. These statements should be separately**



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addressed to the Education Committee in a sealed envelope. There should be no mention of the patients name in these records. They must not be enclosed with the clinical case histories.

In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via Dropbox to the SARA Department, RCSI.

The above must arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination.”

The clinical case histories will be available for collection following the adjudication and candidates should note that this is their personal responsibility.

Candidates failing the examination but passing the Case Presentation section will be exempt from this section for the following examination.



## 4.4 FFDRCSI (ORD) Entry Requirements & Examination Format

### FFDRCSI (ORD) – Entry Requirements

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Restorative Dentistry. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

### FFDRCSI (ORD) – Examination Format

#### Notes

The FFD RCSI (Operative & Restorative Dentistry) Specialist Fellowship Diploma examination will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Restorative Dentistry together with his/her expertise in carrying out restorative treatment. The candidate will be examined in all of the following disciplines within Restorative Dentistry:

- Operative Dentistry/Endodontics
- Periodontics [including implant dentistry]
- Prosthodontics [Fixed & Removable]
- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	<p>The Written Examination consists of the following components:</p> <p><b>Written Paper</b></p> <p>The written paper will consist of a combination of:</p> <ul style="list-style-type: none"> <li>• “OSCE Type” Questions: 15 questions, 90 minutes.</li> <li>• Multiple Short Answer: 10 questions, 90 minutes.</li> </ul>
<p>Oral Examination (Viva 30 minutes)</p> <p>“Treated Cases”</p> <p>45 minute case presentation section</p>	<p>A 30 minute oral examination.</p> <p><b>Case Presentation Section (45 minutes). Three cases are required, one from each subsection of Restorative Dentistry (Operative Dentistry and Endodontics, Periodontics, Prosthodontics)</b></p> <p><b><u>Operative Dentistry and Endodontics</u></b></p> <p><b>A 15 minute presentation of the case records of 1 patient</b> treated personally by the candidate. The case history should describe the examination, diagnosis, treatment planning and management of a patient who has received general restorative care of an advanced nature [including Operative Dentistry/Endodontics].</p> <p><b><u>Periodontics</u></b></p> <p><b>A 15 minute presentation of the case records of 1 patient</b> treated personally by the candidate. The case history should describe the examination, diagnosis, treatment planning and management of a patient who has received general restorative care of an advanced nature including Periodontics.</p>



## **Prosthodontics**

**A 15 minute presentation of the case records of 1 patient** treated personally by the candidate. The case history should describe the examination, diagnosis, treatment planning and management of a patient who has received general restorative care of an advanced nature including Prosthodontics.

Suitable presentations may include:

1. An edentulous case treated with or without implants
2. A removable partially dentate case (e.g. which might include an overdenture component)
3. A fixed restorative case on natural teeth with or without implants (minimum of 4 units)

*Each of the fully documented case histories should be typed and separately bound (not more than 1000 words per case). A robust, flat type A4 format with clear PVC pockets is recommended. Duplicate copies of each case history are required (no photocopies), one copy being submitted to the College at the time of application for the examination, the other being retained by the candidate for reference. Radiographs, photographs or digital prints of these (transparencies will not be accepted) and any other presentation aids should be provided where appropriate and these should be clearly described in the text. The originals should form part of the case history retained by the candidate.*

*Study casts should be brought by the candidate on the day of the Examination and articulated as is considered appropriate by the candidate. Each of the fully documented case histories and associated illustrative material (e.g. radiographs, study casts, etc.) should be identifiable using coloured adhesive labels as follows:*

<b>Operative Dentistry/Endodontics:</b>	<b>Case 1 History Red</b>
<b>Periodontics:</b>	<b>Case 2 History Blue</b>
<b>Prosthodontics:</b>	<b>Case 3 History Green</b>

The candidate's name or initials must not be shown on the material. Only the patient's initials, gender and date of birth should be recorded. The addresses of the candidate or the patient should not be indicated.

Each fully documented case history should give a brief description of the relevant history and results following clinical examination and investigations adopted. The candidate should also give his/her assessment of the diagnostic features and discuss the treatment plan



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advised. Emphasis should be placed on the careful and complete assessment of the patient's needs in the light of all relevant circumstances.

The candidate should refer to any further investigations and/or treatment which may be required and comment on any special difficulties which necessitated a modification of the initial treatment plan. Each case history should end with an appraisal of the outcome of the treatment together with a discussion of whether the objectives were fully achieved.

**The candidate must provide a written statement confirming that they have provided the clinical care for the patients presenting in the examination.**

**In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via [Dropbox](#) to the SARA Department, RCSI.**

**The above must arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination.**

**The clinical case histories will be available for collection following the adjudication and candidates should note that this is their personal responsibility.**

**Candidates failing the examination but passing the Case Presentation Section will be exempt from this section for the following examination.**



## 4.5 Restorative Specialities Syllabus

The General Restorative Dentistry element of the examination will test the candidates broad based understanding of the theory and practice of Restorative Dentistry set in the context of total patient care. The relevant basic and clinical sciences will be included. The specialist element of the examination will follow from this broad base.

No syllabus can be comprehensive and the lists which follow are not intended to be prescriptive or exhaustive. Candidates are expected to be aware of recent developments in their specialist field.

The level of understanding of the following subjects should be appropriate to a three year specialist training programme.

### PROSTHODONTICS

- Anatomy, physiology and pathology of the masticatory system, pulp and periodontium
- Endodontics and Periodontics in relation to Prosthodontics
- Comprehensive diagnosis and treatment planning
- Management of pain/emergency dental treatment
- Prevention of dental diseases
- Complete dentures (including copy dentures, overdentures and immediate dentures)
- Removable partial dentures
- Maxillofacial prosthodontics
- Combination of fixed and removable prostheses
- Fixed prostheses conforming to, existing and reorganised occlusion
- Implant supported prostheses (both fixed and removable)
- Identification and management of denture and crown and bridge problems
- The conservation of teeth, including indications, principles and techniques for intracoronary and extracoronary restorations and including adhesive techniques and materials
- Theory and practice of occlusion including the uses and a working knowledge of articulators.
- Diagnosis and management of TMD
- Management of medically/clinically compromised patients and the elderly
- A good working knowledge of the interface between prosthodontics /oral surgery / orthodontics
- Surgical aspects of prosthodontic treatment (e.g. pre-prosthetic surgery, ridge augmentation, apicectomy and implant placement or related surgery)
- Experience of relevant laboratory techniques, including diagnostic laboratory work and technical aspects of fixed and removable prostheses
- Biomaterials and dental materials
- Diagnostic Imaging
- Pharmacology
- Epidemiology
- Communication, psychology, interpersonal skills and team leadership
- Research methodology and statistics
- Evaluation of treatment outcomes

### PERIODONTICS

- Anatomy, physiology and pathology of the masticatory system, pulp and periodontium



- Endodontics and Prosthodontics in relation to Periodontics
- Microbiology of dental plaque
- Comprehensive diagnosis and treatment planning
- Prevention of dental diseases
- Clinical features and diagnosis of periodontal diseases
- Pathogenesis of periodontal diseases
- Manifestations of systemic disorders
- Periodontal therapy (initial, occlusal, orthodontic and surgical to include gingivectomy, modified Widman, apically repositioned flap, root resection and hemisection, mucogingival surgery and regenerative surgery, including implant related applications)
- Adjunctive therapies
- Properties of biomaterials and dental materials
- Radiology
- Pharmacology
- Epidemiology and Dental Public Health: to include biostatistics
- Management of medically/clinically compromised patients
- Antimicrobial therapy of periodontal diseases
- Management (Non-surgical and surgical) of furcation problems
- Theory and clinical practice of implants
- Research methodology and statistics
- Communication, interpersonal skills and team leadership
- Cell biology in relation to periodontal diseases
- Techniques of case documentation

## **OPERATIVE DENTISTRY/ENDODONTICS**

- Anatomy, physiology and pathology of the masticatory system and related structures, including teeth and periodontium.
- Microbiology of dental plaque, caries and periodontal disease
- Cell biology
- Aetiology and diagnosis of dental caries
- Therapeutic and operative management of dental caries
- Aetiology and diagnosis of tooth wear
- Operative management of tooth wear
- Comprehensive diagnosis and treatment planning
- Prevention of dental disease
- Sedation, local and general anaesthesia
- Radiology and imaging
- Pharmacology and therapeutics
- Epidemiology
- Management of medically/clinically compromised patients
- Communication, interpersonal skills and team leadership
- Aspects of behavioural science
- Properties of biomaterials and dental materials
- Diagnosis and management of pulpal and periapical disease
- Diagnosis and management of orofacial pain, psychogenic pain and TMD



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- Diagnosis and management of dento-alveolar infections and sequelae
- Tooth preparation, isolation, access and instrumentation
- Preparation, disinfection and obturation of root canal system
- Surgical endodontics
- Management of traumatic injuries to the teeth
- Practice management
- Endodontics in children (primary teeth and immature permanent teeth)
- Assessment and management of teeth which have previously undergone endodontics treatment.
- Evaluation of the success of treatment
- Review and maintenance procedures
- Periodontics and Prosthodontics in relation to Endodontics
- The periodontal/endodontic interface
- The orthodontic/endodontic interface
- The theory and clinical practice of implants
- Research methodology and statistics
- Treatment of discoloured teeth
- Restorative considerations and endodontics
- Cross infection and sterilisation



## 5 FFD Other Specialties

### 5.1 FFDRCSI (Paediatric Dentistry) Entry Requirements & Examination Format

#### FFDRCSI (Paed Dent) – Entry Requirements

The requirements to present for the examination in Paediatric Dentistry – FFDRCSI(Paed Dent) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Paediatric Dentistry. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

#### FFDRCSI (Paed Dent) – Examination Format

##### Notes

The Specialist Fellowship Diploma will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Paediatric dentistry together with his/her expertise in carrying out Paediatric Dental treatment.

- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	<p>The Written Examination consists of the following components:</p> <p><b>Written Paper</b></p> <p>The written paper will consist of a combination of:</p> <ul style="list-style-type: none"> <li>• “OSCE Type” Questions: 15 questions, 90 minutes.</li> <li>• Multiple Short Answer: 10 questions, 90 minutes.</li> </ul>
<p>“Treated Cases”</p> <p>Case Presentations</p> <p>45 minute examination</p>	<p><b>Case Presentations.</b> A 45 minute presentation/discussion of <b>four</b> cases treated personally by the candidate.</p> <p>The documentation for these cases will have been submitted in advance and should be prepared so as to illustrate a wide spectrum of paediatric dental care.</p> <p><b>Case I:</b> should indicate comprehensive care of a child in the primary and/or mixed dentition stage of development. Appropriate pre and postoperative photographs, radiographs and models should be included. Treatment techniques used should be described in detail. The sequence of records should indicate successful management and treatment of the child.</p> <p><b>Case II:</b> should be prepared in a manner similar to Case I for a child with a disability of a medical, intellectual, physical or multiple nature who is manifestly handicapped in relation to the delivery of dental care.</p> <p><b>Case III:</b> should illustrate comprehensive care of a patient, either child or adolescent who has suffered dento-alveolar trauma. The sequence of records illustrated by photographs,</p>



radiographs and models as appropriate should indicate management and treatment success with follow up.

**Case IV:** should describe the management of a complex treatment problem in Paediatric dentistry including, ideally, aspects of advanced restorative and/or orthodontic treatment.

Each of the case histories must be written in English, typed and separately bound. A robust flat type A4 format with clear PVC pockets is recommended. Duplicate copies of each complete case history are required, one copy being submitted to the College at the time of making the application. The second being retained by the candidate for reference.

Radiographs, photographs, transparencies and any other presentation aids should be provided where appropriate and these should be clearly described in the text. The originals should form part of the case history retained by the candidate.

Radiographs should be of the highest quality. Bitewing radiographs should be of the appropriate size. There should be no overlapped contacts and the intra radicular area should be visible. Periapical radiographs must show the periapical area. All radiographs must be clear and neither under or overexposed.

Any Case where the radiographs do not meet the above criteria should not be used.

Each fully documented case history should give a brief description of the relevant history and the results following clinical examination and investigations adopted.

The candidate should also give his/her assessment of the diagnostic features and discuss the treatment plan advised. Emphasis should be placed on the careful and complete assessment of the patient's needs in the light of all relevant circumstances.

The candidate should refer to any further investigations and/or treatment which may be required and comment on any special difficulties which necessitated a modification of the initial treatment plan.

Each case history should end with an appraisal of the outcome of the treatment together with a discussion of



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whether the objectives were fully achieved. Candidates should also indicate if the results provided useful lessons which might influence the management of similar problems in the future.

These cases will be discussed in depth and the duration of this part of the examination will be 45 minutes.

**Clinical case records should be accompanied by a signed statement from the accredited supervisors confirming the candidate's substantial involvement in the treatment of the selected cases [Appendix II].**

**In addition a signed statement by the clinician & consent from parents of patients to use their records should accompany documentation [Appendix III]. These statements should be separately addressed to the Education Committee in a sealed envelope. There should be no mention of the patients name in these records. They must not be enclosed with the clinical case histories.**

**In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via Dropbox to the SARA Department, RCSI.**

**The above must arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination."**

**The clinical case records will be available for collection by the candidate following the adjudication and candidates should note that this is their personal responsibility.**

**Candidates failing the examination but passing the treatment case section will be exempt from this section for the following examination.**

**Simulated Clinical Exam  
"Unseen Cases"  
3 cases**

Simulated clinical exam (1 hour):

Each candidate will be presented with the records of three cases for diagnosis and treatment planning.

Clinical photographs, study models and radiographs will be provided as necessary.



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	Candidates will be allowed ten minutes to examine each case followed by a ten minute oral examination on each case.
<b>Oral Examination (Viva 30 minutes)</b>	An Oral Examination of 30 minutes (maximum). This examination may cover aspects of human diseases of relevance to Paediatric Dentistry along with other areas of the specialty, including discussion of the relevant literature.



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## FFDRCSI (Paed Dent) – Syllabus

### 3 Year Fulltime Specialist Training Programme

#### Content

The topics listed below serve as a guide only and are not intended to be prescriptive nor exhaustive’.

#### Entry to Specialist Training

Entry to specialist training should follow a period of at least 2 years of general professional training and should be competitive.

The MFD/S or equivalent will normally be the minimum entry qualification.

#### **Section A Basic Biological Science Relevant to Paediatric Dentistry**

Normal and abnormal growth and development  
Anatomy and Physiology of the stomatognathic system  
Principles of genetics  
Cell Biology

#### **Section B Research, Audit and Quality Assurance**

Research Methodology  
Biostatistics  
Audit and Quality Assurance  
Expert Witness Reports

#### **Section C Health Education and Promotion and Epidemiology**

Health Education and Promotion  
Epidemiology, Survey Design

#### **Section D General Paediatrics and Children with Special Needs**

General Paediatrics and Children with Special Needs.

#### **Section F Behavioural Science and Patient Management**

General Behavioural Concepts  
Behaviour management techniques for paediatric dentistry  
Sedation  
General Anaesthesia

#### **Section G Diagnosis and Treatment Planning for Children of each age group.**

The Infant and Toddler  
The 3-6 year old  
The 6-12 year old  
The over 12 years old and adolescent

#### **Section H Prevention of Oral Disease**

Caries



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Periodontal Disease

**Section I**

**Oral Pathology in the Child**  
Oral Pathology in the Child

**Section J**

**Restorative Techniques**  
Intra-coronal restorations  
Extra-coronal restorations  
Endodontic techniques  
Periodontal Therapy  
Dental Materials

**Section K**

**Dental Traumatology**  
Diagnosis and management of soft tissue injuries  
Diagnosis and management of dental and dento-alveolar injuries

**Section L**

**Orthodontic Interface**  
Orthodontic Collaboration, Interceptive Orthodontics and Space Maintenance

**Section M**

**Legislation and Ethics**  
Legislation and Ethics

**Section N**

**Delivery of Care and Practice Management**  
Delivery of Care and Practice Management

**Section O**

**Personal Development**  
Personal Development



# RCSI

## 5.2 FFDRCSI (Orthodontics) Entry Requirements & Examination Format

### FFDRCSI (Orth) – Entry Requirements

The requirements to present for the examination in the Specialist Fellowship, FFDRCSI (Orth) are:

- Holder of the Diploma of MFD/MFDS/MJDF.
- Evidence of satisfactory completion of three years full-time (or part-time equivalent not normally exceeding six years) training in Orthodontics. Candidates are required to submit certified, documented evidence of their training/relevant hospital positions.

### FFDRCSI (Orth) – Examination Format

#### Notes

The FFDRCSI (Orth) Specialist Fellowship Diploma will test the candidate's understanding of diagnosis and treatment planning over a wide range of problems in Orthodontics together with his/hers expertise in carrying out Orthodontic treatment.

- Candidates will be permitted a maximum of 4 attempts to pass the entire examination in a period of up to 4 years.

Components	Description
Written Paper	The Written Examination consists of the following components: <b>Written Paper</b> The written paper will consist of a combination of: <ul style="list-style-type: none"><li>• "OSCE Type" Questions: 15 questions, 90 minutes.</li><li>• Multiple Short Answer: 10 questions, 90 minutes.</li></ul>
Simulated Clinical Examination OSCE Exam	The OSCE examination is composed of individual five or ten minute stations.  This part of the examination should take one hour and thirty minutes. You may be examined in any aspect of orthodontics including: <ul style="list-style-type: none"><li>• Diagnosis and treatment planning</li><li>• Radiographic interpretation</li><li>• Practical skills</li><li>• Communication skills</li><li>• Clinical Skills</li><li>• Laboratory skills</li></ul> Examiners may use radiographs, cephalometric analyses, photographs, study models, appliances, case scenarios with or without "actors" or other suitable material during the course of the examination.
"Unseen Cases"	A diagnostic component (one hour duration).
A diagnostic component of one hour's duration	Each candidate will be presented with the records of three cases for diagnosis and treatment planning. Clinical photographs, study



	<p>models, radiographs including cephalometric analysis will be provided.</p> <p>Candidates will be allowed ten minutes to examine the patient's records followed by a ten minute oral examination on each case.</p>
<b>Viva : Oral Examinations ( 2 Oral Examinations 15 minutes each)</b>	<p>Two oral examinations, each of fifteen minutes duration.</p> <p>Questions may be asked on any part of the syllabus but one oral will concentrate on orthodontic theory and one on practical aspects of orthodontics.</p>
<b>“Treated Cases” Case Presentation Five cases treated personally by the candidate</b>	<p><b>Presentation of the case records of five completed cases</b> treated personally by the candidate. This component of the examination is intended to illustrate the candidate's ability to treat a range of orthodontic problems to a high standard and to demonstrate an understanding of the principles underlying the treatment.</p> <p><b><i>Candidates failing the examination but passing the treated cases section will be exempt from this section for the following diet of the FFD examination.</i></b></p> <p>Clinical case records must be submitted to the designated examination centre by noon on the day before the examination is scheduled to occur. The clinical case records will be available for collection by the candidate following the adjudication and <b>candidates should note that this is their responsibility.</b></p> <p><b>The candidate should provide a written statement confirming that they have provided clinical care for the patients presenting in the examination.</b></p> <p><b>In addition, prior to the examination date, candidates are required to send electronic copies of Case Histories/Log Diaries/Relevant Information etc., via Dropbox to the SARA Department, RCSI.</b></p> <p><b>The above <u>must</u> arrive at least 28 days prior to the examination date thus allowing the Examiners sufficient time to review all relevant documentation prior to commencement of the examination.</b></p>
<b>Format of the Case Presentations</b>	<p>1. Use loose-leaf files, large enough to include lateral skull tracing. Recommended size: 12.4” x 9.5”. There should be no mention of the patient’s or candidate’s name or the centre where the cases were treated in the folder.</p>





1. Records should include a full diagnosis and treatment plan of the case, and a summary of the treatment method (technique) including the design of the removable appliances and a description of the various wires and arches in fixed appliances.
2. Photographic black and white or colour print, before and at completion of treatment as follows:
  - Full Face
  - Profile
  - Any other relevant views, e.g. appliances
3. Radiographs
  - Lateral skull tracing before and at relevant stages during the course of the treatment.
  - Radiographs or copies of radiographs thought necessary to diagnosis and to record any significant changes.
  - Radiographs should, if possible, be placed in plastic envelopes.
4. Models before and after treatment, should be presented. Candidates are strongly advised to produce the actual models as replicas of the original are unacceptable except in exceptional circumstances.
5. The patient's name and address should be omitted from clinical case records.

## FFDRCSI (Orthodontics) – Syllabus

The topics listed below serve as a guide only and are not intended to be prescriptive nor exhaustive'

Three year full-time specialist training programme content.

### Section A:

#### Basic Orthodontic Subjects

- M1 Normal and abnormal development of the dentition
- M2 Facial Growth (normal and abnormal)
- M3 Physiology and pathophysiology of the stomatognathic system
- M4 Tooth movements and facial orthopaedics
- M5 Radiology and other imaging techniques
- M6 Cephalometrics (including tracings)
- M7 Orthodontic materials
- M8 Orthodontic biomechanics



## **Section B:**

### **General Orthodontic Subjects**

- M9 Aetiology
- M10 Diagnostic procedures
- M11 Diagnostic assessment, treatment objectives and treatment plan
- M12 Growth and treatment analysis
- M13 Long term effect of orthodontic treatment
- M14 Iatrogenic effects of orthodontic treatment
- M15 Epidemiology in orthodontics
- M16 Orthodontic literature

## **Section C:**

### **Orthodontic Techniques**

- M17 Removable appliances
- M18 Functional appliances
- M19 Extra-oral appliances
- M20 Fixed appliances
- M21 Retention appliances

## **Section D:**

### **Biological Sciences Relevant to Orthodontics**

- M22 Cell and molecular biology
- M23 Genetics
- M24 Craniofacial embryology
- M25 Somatic and craniofacial growth
- M26 Physiology of breathing, swallowing, mastication and speech
- M27 Psychology
- M28 Research module

## **Section E:**

### **Multidisciplinary Orthodontics**

- M29 Craniofacial anomalies - overview
- M30 Cleft lip and palate patients - overview
- M31 Orthodontic and periodontics, prosthodontics and endodontics
- M32 Orthodontic/Oral Surgical interface

## **Section F:**

### **Specific Treatment Procedures**

- M33 Guiding the development of occlusion
- M34 Adult orthodontics - overview
- M35 Craniomandibular dysfunctions



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**Section G:  
Information Technology**

M36 Computer based technology

**Section H:  
Management of Oral Health**

M37 Oral Health

M38 Health Education

**Section I:  
The Practice and Business of Specialist Orthodontic Practice**

M39 Health and Safety

M40 Legislation and Ethics

M41 Surgery Management

M42 Personnel Management

M43 Finance

**Section J:**

M44 Self-assessment Module



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### Withholding and/or annulling results

Candidates are advised that the Faculty of Dentistry RCSI may withhold or annul results and require a candidate (or a group of candidates) to re-take any part of their examinations. This action will be taken if the Faculty of Dentistry RCSI is present with: Sufficient evidence that the security of any part of the examination has been compromised.

The Faculty of Dentistry RCSI reserves the right to enforce this in the absence of evidence of direct candidate involvement in any activities that may be investigated under the misconduct regulations.

The Faculty of Dentistry RCSI reserves the right to decline to accept applications from candidates where concerns have been highlighted in relation to candidate behavior under these guidelines.



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## Candidate Code of Conduct:

RCSI can reasonably expect professional behaviours and to rely on candidates own registration with their professional bodies as indicative of understanding requisite professional behaviours and standards, including as they pertain to academic integrity and examination conduct.

RCSI and the Faculty of Dentistry are required to ensure that their assessments are equitable, valid and reliable. Any form of cheating poses a threat to the academic standards of the qualifications, and to the integrity of qualifications awarded to the vast majority who achieve their qualification entirely by legitimate means (based on QAA guidelines , 2013, 2016 cited in [OIAHE: The good practice framework: disciplinary procedures 2018](#)).

The objective of these regulations is to help and encourage all candidates behave in a professional manner including but not limited to adherence to relevant codes of conduct, Examination / Assessment Regulations and Protocols, and other published standards of professional behaviour of the Royal College of Surgeons in Ireland (“RCSI”) or relevant training bodies.

Together, with the statements below, these outline the defined standards and principles by which candidates must abide. These standards are considered by RCSI as evidence of fitness to study and practice in the chosen profession.

- Membership of a healthcare profession requires the highest standards of professional and ethical conduct. Candidates must behave professionally at all times and in all dealings with RCSI.
- Every candidate is personally responsible for their own acts or omissions.
- These regulations are based on the following core principles:
  - a. Your primary concern must be to maintain and improve the health, wellbeing, care and safety of patients.
  - b. Act according to the highest ethical principles at all times.
  - c. Demonstrate professional responsibility and behaviour.
  - d. Develop your professional competence, skills and standing so as to bring health gain and value to the community and society.
  - e. Be accountable for your own actions. Be honest and trustworthy and show respect for others.
  - f. Conduct yourself in a manner which enhances the service provided to society and which will maintain the good name of your profession.
  - g. Be aware of your obligations and do not do anything which constitutes a breach of these standards



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## Candidate Code of Conduct

Exam Title \_\_\_\_\_

Date \_\_\_\_\_

Examination Number \_\_\_\_\_

### CODE OF CONDUCT FOR DISSEMINATING EXAMINATION INFORMATION

1. I confirm that I will not disseminate in any way (written, oral or electronic) information regarding the content of this examination.
2. Should RCSI obtain information that I had prior access to or was involved in, copying or disseminating RCSI examination question materials, I understand that I may be prohibited from ever taking or retaking any RCSI certification examinations.
3. I understand that prior knowledge of or disseminating information on the content of the a) Written or b) Oral Clinical Examination (Viva Voce), or c) Clinical Skills Examination, or d) Objective Structural Clinical Examinations (OSCEs) could constitute a breach of my responsibility as an RCSI examination candidate.
4. I understand and accept that any violation of the above notices may mandate an investigation that may subject me to disciplinary and/or legal actions taken by RCSI. The RCSI may, at its discretion, refuse to examine me or, having examined me, may refuse to issue a certificate based upon its above-described investigation. Should I already have become a Fellow, Member or Diplomate of the Faculty of Dentistry, RCSI, such violation may result in the revocation of my certificate. It would also be customary for RCSI to inform such violation to the relevant professional governing body with whom I am registered in the practice of dentistry.

### CANDIDATE'S DECLARATION:

1. For written examinations, I shall place my ID card face-up and clearly visible on my assigned desk. I may read the front cover of the examination paper before the start of my examination.
2. For clinical, viva voce or clinical skills exams, I shall wear the identity card provided and make sure that my candidate number is clearly visible at all time.
3. I understand that electronic devices are **not** permitted in the examination, and I am not in possession any such devices with me. All electronic devices must be handed into the College representative prior to the start of the examination.
4. Prior to the commencement of the examination, all personal belongings must be placed in the areas designed by the College representative.



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5. I will not communicate with any other candidates following entry into the examination venue. If I have any queries regarding the exam, I shall seek advice of an invigilator by raising my hand.

### Examples of Examination Offences

1. Violating the above code of conduct, particularly to discuss or disseminate information regarding the content of the examination.
2. Opening the exam paper before the exam has commenced.
3. Having unauthorised items either on your person, in the vicinity of your desk or in the examination venue including the toilets.
4. Communicating in any manner with other candidates in the examination venue.
5. Having an electronic device on your person at any time when in the examination venue including the toilets.
6. Continuing to write after the end of the exam has been announced.
7. Removing any used or unused answer books, exam papers or any other examination stationary from the examination venue, even temporarily.
8. Ignoring or disobeying any other instructions given by an invigilator or member of the Student, Academic and Regulatory Affairs office.
9. Subsequently publishing any examination material on internet or social media platforms.
10. Disseminating and sharing any illicitly obtained examination material.

### PENALTIES FOR EXAMINATION OFFENCES

**Examination offences are taken extremely seriously.** Anyone either suspected of or caught committing an examination offence or for breaching the code of conduct in relation to the dissemination of examination information will be reported immediately to the Faculty and College Authorities. Further action may be taken.

The above applies to all parts of the examination. By signing below, I confirm that I have read and I fully understand the contents of this document which I accept.

Signature:

Date



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6. FFDRCSI – APPENDIX II

**FFDRCSI  
Presentation of Case Histories**

**Declaration Form**

**This declaration must be submitted at the same time as you submit your case histories by post to the SARA office in a separate sealed envelope.**

Date of examination:

Candidate's name:

Patient's name:

Patient's date of birth:

**I certify that the treatment for the named patient was carried out by the Candidate**

Supervisor's name:

Supervisor's signature:

Date:

Departmental stamp:

**I confirmed that I have not plagiarised from any source.**

Candidate's name:

Candidate's signature:

Date:





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**6.FFDRCSI – APPENDIX III**

**FFDRCSI**

**Candidate & Patient Declaration**

**This declaration must be submitted at the same time as you submit your case histories by post to the SARA office in a separate sealed envelope.**

**Candidate's Declaration:**

**Date of examination:**

**Patient's name:**

**Patient's date of birth:**

**I certify that I have personally carried out the treatment for the named patient above**

**Candidate's name:**

**Candidate's signature:**

**Patient's Declaration:**

*I understand that the \_\_\_\_\_ treatment documented is for use in the Fellowship Examination in \_\_\_\_\_ and I agree for this to be submitted to the Royal College of Surgeons in Ireland. I understand that my /son's /daughter's case history may be uploaded to a secure webpage for scrutiny by examiners but that this information will never be in the public domain. In the unlikely event that the College needs to contact me regarding any particulars of my case I agree to the College contacting me directly and confidentially at the address below:*

**Patient's name:**

**Patient's signature:**

**Postal Address:**

**E-mail Address:**