



Federation and the three UK Royal Colleges of Physicians: Code of Conduct for International PACES Examiners

International examining for the PACES examination is a vital role undertaken for all three UK Royal Colleges of Physicians. It is a high stakes assessment for local trainees and is also an important ambassadorial role for the Colleges and UK Physician medicine and training.

The opportunity to examine overseas is a privilege but is also hard work, increasingly undertaken in a consultant's own annual leave. It is a team activity and often a unique learning opportunity.

The Federation and the Colleges expect all examiners to follow the expectations of [Good Medical Practice](#) and adhered to the following code of conduct at all times.

1. Examiners must be as prepared as possible to examine from the first day of examining despite the difficulties of travel and potential jet leg. You are expected to:
 - Bring enough clothing, worn or in hand luggage, to allow for two days examining. (Hold bags regularly go missing).
 - Federation provides business class seats to help minimize tiredness. These must only be used by the named examiner. They must not be traded or passed to others such as family members.
 - Most days start very early. Examiners must be on time and ready to examine. Late nights or excessive entertaining must be avoided.
 - Examiners should not be routinely undertaking non-Federation work in the evenings (for example, doing online clinics).
2. The ambassadorial role is important.
 - Attending the pre-examination briefing meeting, the Federation dinner, and any dinner provided by local hosts are mandatory.
3. The team role is important.
 - Some examiners wish to bring partners. Ideally, they should arrive towards the end of the exam so that there can be no confusion between the academic task and other social activities. Team meetings and debriefing in the evening after each day of examining are important. The Chair of examiners should always be consulted prior to bringing a partner as soon as a place has been allocated. The final decision will rest with the Chair to ensure a balanced team is travelling.
4. Travel arrangements.
 - On allocation of an examining slot, examiners should book flights through the travel provider as soon as possible and certainly within 2 weeks. This means flights can be reserved at more favourable prices.
 - Examiners should arrange their own travel insurance if extending their stay. Federation insurance only covers the period where examiners are on Federation business.