



Royal College of Physicians and Surgeons of Glasgow

FRCS Ophthalmology Part 3 – Clinical Convenor

Role Specification

The award of the Diploma of Fellowship of the Royal College of Physicians and Surgeons of Glasgow indicates that a candidate has a sound knowledge of the scientific basis of ophthalmology and is experienced in and competent at applying that knowledge to patients suffering from common ophthalmic conditions.

The Part 3 examination is currently offered remotely (online) due to COVID-19 restrictions impacting centre-based examinations. This exam is usually offered seven times a year, in the UK and internationally.

Working under the guidance of the Honorary Clinical Registrar and the Chief Examiner for FRCS Ophthalmology, in cooperation with the FRCS Part 3 team in the Assessment Team, the FRCS Ophthalmology Part 3 Clinical Convenor will liaise with hospital clinicians to identify and recruit patients for each UK examination diet.

The key activities are as follows:

- Liaise with Assessment Team staff to obtain list of required patients prior to each examination diet.
- Identify clinical colleagues who can assist in finding the required patients for each examination diet, requesting that they identify suitable patients, obtain their agreement to participate in the examination and to pass information to Assessment Team staff. Patient information and consent leaflets will be provided by staff for distribution to clinical colleagues in support of this activity.
- For patients who consent, forward their consent form, names, diagnoses and contact details to the Assessment Team staff.
- Advise the Assessment Team at least 4 weeks in advance of the exam of any anticipated problems in identifying suitable patients.
- In fulfilment of the above duties, participate in four to six discussions each year with the Part 3 Group:
 - Attend two face-to-face meetings
 - Agree how best to facilitate discussions during the remainder of the year: discussions may be held via video/teleconference as appropriate
- Participate in approximately two meetings of the FRCS Ophthalmology Examinations Committee annually.

The patient recruitment responsibilities of the role are usually seasonal, with activity peaking immediately in advance of the examination diet. The Glasgow examination diet is traditionally held in June each year.



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The Part 3 Clinical Convenor will act for a period of 3 years in the first instance. This term may be extended by a further period of up to 2 years by mutual agreement.

October 2021