

Intercollegiate Specialty Fellowship Examination in Oral Surgery

Application for Review of Eligibility for ISFE Oral Surgery Part B Examination

Application Process

Candidates wishing to sit the ISFE Oral Surgery Part B examination are required to submit a portfolio of training for assessment of their eligibility prior to applying for an examination diet. Portfolios must be submitted 6 weeks prior to the examination diet they wish to sit for consideration by the Board.

Once the portfolio is received, the Board will review the documentation and determine whether the candidate meets the required level of experience to enter the examination.

Only if the candidate meets the eligibility criteria detailed in sections 1.2.1 and 1.2.3 of the Regulations, and training eligibility is confirmed by the Board will they be able to apply to sit the Part B examination. The decision of the Board will be final.

Content

In the submitted portfolio, candidates must provide evidence of completion of a minimum of 18 months' post-CCST extended development in the following domains of practice in relation to Oral Surgery:

- 1) Clinical skills and delivering a high-quality service;
- 2) Management/Leadership;
- 3) Research and innovation; and
- 4) Teaching, training and scholarship.

It is mandatory to demonstrate development in domains 1 and 2.

Format

The following template must be used for the submitted portfolio and word counts should be adhered to.

Submission

Completed portfolios must be emailed to isfeos@rcpsg.ac.uk at least 6 weeks prior to the exam diet for which the candidate wishes to apply.

**Application for Review of Eligibility for ISFE Oral Surgery Part B Examination
Portfolio of Training Submission**

Name:	
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Present Post

Grade:	
Hospital/Base:	

PERSONAL STATEMENT

Give up to four examples that summarise your achievements in the required domains of practice. It is mandatory to give at least one example from Domain 1 and one example from Domain 2 and the remaining 2 examples can be from any domain (1350 characters)

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JOB PLAN

Describe your job plan in the post-CCST period to date and give details of the activities for each session (1350 characters). Dates should be included. If you work less than full time, please state the whole-time equivalent against each post and its duration.

Post Held and Location	Date From	Date To
Session Commitments Description (e.g. Outpatient Clinics, local lists, sedation lists etc)	No. of Sessions	

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DOMAINS

DOMAIN 1: DEVELOPING CLINICAL SKILLS AND DELIVERING A HIGH QUALITY SERVICE.

Describe how you have further developed your independent practice, clinical skills and helped deliver clinical service in your post CCST period to date. (1350 characters)

DOMAIN 2: MANAGEMENT AND LEADERSHIP.

Describe how you have further developed your management and leadership skills in your post-CCST period to date. This could be in the clinical or academic domains, but evidence should not be cited in duplicate across domains. (1350 characters)

DOMAIN 3: RESEARCH AND INNOVATION.

Describe how you have further developed your research skills or portfolio (including the development of others) in your post-CCST period to date. This could include papers, presentations, prizes or markers of esteem, a degree by research, supervision of research students, submission or receipt of further competitive research funding. Please note there should be no duplication with domain 2 or 4. (1350 characters)

DOMAIN 4: TEACHING, TRAINING AND SCHOLARSHIP.

Describe how you have further developed your undergraduate or postgraduate (includes Foundation through to StR) teaching and training skills or portfolio in your post-CCST period to date. This could include leading courses, developing new ones, reviewing (and redesigning) curricula, or other scholarly pursuits e.g. contribution to textbooks etc. Please note there should be no duplication with domain 2 or 3. (1350 characters)

APPLICANT DECLARATION

I have read the procedure document and accept that the decision of the Board in relation to eligibility for the examination is final. I confirm that to the best of my knowledge the information given on this form is a true statement of fact.

<p>Signature of Applicant:</p>		<p>Date:</p>
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