



BOARD OF EXAMINATIONS

SUSPECTED MISCONDUCT BY EXAMINATION CANDIDATES

- 7.1 The Board of Examinations may refuse to admit to an examination, or to proceed with the examination of, any candidate who infringes any of the regulations, or who is considered by the Examination Coordinator and/or official to be guilty of misconduct during examination, or who has previously been found guilty of such misconduct.
- 7.2 Misconduct during examination is deemed to be those actions and practices which threaten the integrity of the examination, and/or damage the authority of those responsible for conducting the examination. The following are examples of misconduct by candidates. The list is not exhaustive and other instances of misconduct may be considered by the Board of Examinations at its discretion:
- 7.2.1 introduction of unauthorised material into the examination room;
 - 7.2.2 obtaining, receiving, exchanging or passing on confidential examination-related information;
 - 7.2.3 failing to abide by the instructions or advice of an examination official in relation to the examination rules and regulations;
 - 7.2.4 obtaining or seeking to obtain unfair advantage from an examination official, examiner, patient or other participant;
- 7.3 A candidate suspected of misconduct should be allowed to complete the examination provided that no disturbance is being caused to other candidates. The candidate should then be informed of the nature of the alleged misconduct in front of a witness. If deemed necessary, any material illegally introduced into the examination room should be temporarily confiscated (including electronic equipment) and a receipt given. The candidate should be informed that a report will be submitted.
- 7.4 The Examination Coordinator and/or official will carry out an investigation, and submit a full report to the Board of Examinations and College Council, including an account of the candidate's response, and material confiscated where appropriate. In all cases a candidate accused of misconduct must be sent full details of the allegations and evidence against him/her, and be given the opportunity to respond in writing to allegations made. If necessary, College Council may appoint a panel to investigate and weigh evidence to determine whether the allegation is proven and determine the appropriate penalty, depending on seriousness of the misconduct, and possible extenuating circumstances.
- 7.5 College Council may, at the recommendation of the Board of Examinations or at its discretion, impose the following penalties, either alone or in combination, against a candidate found guilty of misconduct.
- 7.5.1 The candidate is issued with a formal warning;
 - 7.5.2 The candidate's result for the examination or section is annulled;
 - 7.5.3 The candidate's results from all parts of the examination taken to date are annulled;
 - 7.5.4 The candidate is barred from entering part of the examination for a set period or even indefinitely;
 - 7.5.5 Any other penalties deemed necessary and appropriate by College Council.

Promulgated in May 2008



****Special notes on the conjoint LCA***

1. The FPMANZCA part of the conjoint LCA will be the **EXTERNAL LCA** which requires candidate to pass the local LCA prior to registration
2. Candidates receiving dual HKCA and FPMANZCA training **MUST** apply for the conjoint LCA, unless they've passed either one before. If that is the case, please provide additional details (e.g. results letter) along with this application form.
3. Candidates should ensure their eligibility for both HKCA LCA and FPMANZCA External LCA before they apply
4. Candidates should apply separately at HKCA and FPMANZCA websites and settle the fees before the deadlines

Payment options:

- **Faster Payment System (FPS):** Transfer the payment to the FPS ID provided below. Please email a copy of the transaction confirmation to painmedicine@hkca.edu.hk, and include your **name** and **membership number** in the email.
FPS ID: 118639624
Name of the account: The Hong Kong College of Anaesthesiologists
- **ATM / Internet Banking / Cash Deposit:** Deposit the payment into the bank account listed below. Please email a copy of the payment slip to painmedicine@hkca.edu.hk, and include your **name** and **membership number** in the email.
Name of the bank: HSBC
Account number: 558 069381 001
Name of the account: The Hong Kong College of Anaesthesiologists
- **E-Cheque:** Issue an e-cheque payable to “The Hong Kong College of Anaesthesiologists” and email it to painmedicine@hkca.edu.hk. Please state your **name** and **membership number** in the email.