

Rules Relating to Appeal of Clinical Examination Stations for Clinical Examinations occurring after 15 March 2021.

These rules apply to appeals from examinations occurring after **15 March 2021**.

Where candidates have commenced an appeal process by lodging a stage 1 appeal (under the previous appeal rules prior to that date), the process will be conducted in accordance with the rules that applied at the time the appeal process was commenced.

1. INTRODUCTION

- 1.1 Candidates for an AMC clinical examination may appeal their result in a station or stations in which the candidate has been awarded a fail in relation to that clinical examination.
- 1.2 Candidates should study these Rules carefully before lodging their documentation.
- 1.3 These Rules apply only to AMC clinical examinations. They replace the previous rules relating to clinical appeals.
- 1.4 A candidate may only appeal a station or stations where a change or changes to the scoring could change the overall result awarded to entitle the candidate to a Pass for the exam.

2. TIMETABLE

- 2.1 An appeal must be submitted on the relevant Application Form to the AMC within **28 days** of the examination result being available to candidates via the AMC candidate portal.

3. PROCESS

- 3.1 An appeal must:
 - A. be submitted on the relevant application form available from the AMC's web site;
 - B. be accompanied by the relevant fee.
- 3.2 An appeal will not be accepted unless:
 - A. the results of the appeal could result in the candidate's overall result for the exam changing to a Pass;
 - B. the application form has been properly completed; and
 - C. the relevant fee has been paid.

4. PROCESS OF APPEAL

- 4.1 Following receipt of an appeal in accordance with paragraph 3.2, the AMC will review any vision or sound recording of the candidate's performance in the station or stations the subject of the appeal

("administrative review"). The AMC may discuss any matter, including the subject of the station or stations, with the clinical examiner or examiners and any other person involved.

4.2 If the AMC considers:

4.2.1 that the procedural requirements for one or more stations of the clinical examination, as specified in the AMC **Clinical Examination Specifications** booklet current at the time of the examination, were not followed by the AMC in a significant manner or to a significant extent; or the candidate's performance in one or more stations of the clinical examination was impaired by significant deficiencies in the examination procedures beyond the control of the candidate, then the AMC may set aside the result of the clinical examination awarded to the candidate, in which case the AMC will;

- A. direct that the candidate be offered a further attempt at the whole or part of the clinical examination; and
- B. determine what if any fee is to be paid by the candidate if the offer is accepted.

4.2.2 that the video or audio recording for the station or stations the subject of the appeal are not available or not of sufficient quality to enable the appeal to proceed, then the AMC may set aside the result of the clinical examination awarded to the candidate, in which case the AMC will;

- A. direct that the candidate be offered a further attempt at the whole or part of the clinical examination; and
- B. determine what if any fee is to be paid by the candidate if the offer is accepted.

4.3 If the AMC does not take action under paragraph 4.2 above, then the appeal will proceed as a re-mark, and the AMC will appoint a first and a second 're-mark' examiner (Appeal Panel member) to re-mark each station in the appeal.

4.4 The first examiner (Appeal Panel member) will re-mark the station by reviewing the vision and sound recording of the candidate's performance in the station.

If the first 're-mark' examiner (Appeal Panel member) assesses the candidate's overall performance in the station as a fail, then the fail result for the station will be confirmed.

However, if the first 're-mark' examiner (Appeal Panel member) assesses the candidate's overall performance in the station as a pass, then the second 're-mark' examiner (Appeal Panel member) will re-mark the station by reviewing the vision and sound recording of the candidate's performance in the station. This will be done independently of the first 're-mark' examiner (Appeal Panel member).

4.5 A candidate's overall result for the station will be altered from a fail to a pass only if both the first and second 're-mark' examiners (Appeal Panel members) agree.

4.6 Following the re-mark of all stations in the appeal, the AMC will notify the candidate of the results for each station, and whether the candidate's overall result for the clinical examination is changed from a fail to a pass.

4.7 Candidates will not be given access to the clinical examination information sheets for candidates or the vision and/or sound recording of the candidate's performance in the station or stations. Further, the AMC will not have regard to any submissions from the candidate.

- 4.8 Neither the re-mark examiners (Appeal Panel members) nor the AMC will hear oral representations from the candidate or any person on the candidate's behalf.
- 4.9 Neither the re-mark examiners (Appeal Panel members) nor the AMC are required to give reasons for their decision.
- 4.10 A candidate who is permitted a further clinical examination, or offered to sit part of a clinical examination, must apply to sit the examination within any period specified by the AMC, and must provide satisfactory evidence in writing that they have met or complied with any conditions imposed by the AMC.
- 4.13 The AMC's decision is final and not subject to further review or appeal.

5. IMPORTANT NOTES

- 5.1 The AMC will notify the candidate in writing of the decision on the appeal.
- 5.2 The AMC reserves the right to change its examination and appeal procedures. Candidates should check with the AMC Secretariat concerning the current procedures.
- 5.3 The AMC is unable to provide an estimated timeframe for the outcome of an appeal, as the review process time may vary depending on the complexity of the case.
- 5.4 Candidates who lodge an appeal for a clinical examination may not apply for another clinical examination or a Workplace-Based Assessment (WBA) placement until the outcome of the appeal has been received.
- 5.5 To lodge an appeal, a candidate must log in to their [AMC Candidate Account](#) and select the “**Lodge Appeal**” option from the “**Your AMC Candidate Account**” landing page.
- 5.6 Further information regarding these Rules may be obtained from the AMC Secretariat at the following address:

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