



**College of Intensive Care Medicine  
of Australia and New Zealand  
ABN: 16 134 292 103**

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## **RULES FOR OBSERVERS AT EXAMINATIONS WHO ARE NOT MEMBERS OF THE PANEL OF EXAMINERS**

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1. Observers can only attend with permission from either the Chair or the Deputy Chair of the Court of Examiners.
2. The Observer shall declare any conflict of interest that may potentially affect a candidate's performance to the Examinations Officer.
3. Each Observer will make his or her presence known to the Chair or Deputy Chair before attending any section of the exam.
4. There shall only be one Observer per candidate for clinical or viva exams.
5. Observers must not approach or leave an examination area while an individual exam is being conducted.
6. Observers are to remain at a discreet distance from the examination area, in order to not distract the candidate.
7. Observers may be asked to leave the examination room during the Examiners' discussion on the performance of any of the candidates.
8. The content of an exam must be kept confidential. Written notes are not to be made during an exam.
9. Silence must be strictly observed while an exam is in progress.
10. A copy of these rules must be available for all Observers to read.

### **References and sources**

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Not applicable.

### **Acknowledgments**

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Not applicable.

### **Document Control**

|                        |         |
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| Revision frequency     | 5 years |
| Document revisions     |         |
| Next review            | 2024    |

### **Revision History**

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| <b>Date</b> | <b>Pages revised/ Brief explanation of revision</b>   |
|-------------|---|
| 2019        | Minor edits. Conflict of interest section included and removed permission to sit rule in section 6. |

### **Further Reading**

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Not applicable.

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### **Publishing Statement**

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