



## EXTERNAL EXAMINER ANNUAL REPORT FORM

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|   |                                      |                 |            |
|---|--------------------------------------|-----------------|------------|
|   | For completion by External Examiner: |                 |            |
| Name of External Examiner:                          | Dr Paul Wilkinson                    |                 |            |
| Home Institution / Employer of External Examiner:   | Newcastle NHS Hospitals Trust        |                 |            |
| Programme and / or Subjects Covered by this Report: | MSc in Pain Management               |                 |            |
| Academic Year / Period Covered by this Report:      | 2014-15                              | Date of Report: | 15.06.2015 |

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online.**

### 1. Programme Structure

The programme is innovative with a content that is highly relevant to everyday health practitioners working in this field.

### 2. Academic Standards

The programme continues to promote the highest standards of critical thinking and learning. It continues to use a variety of educational formats including critical evidence-based reviews and blogs to promote learning. Pain is an interdisciplinary speciality and the programme has this at its heart.

### 3. The Assessment Process

In view of the nature of the course, the assessment process cannot have the methods of assessment that are the easiest to validate using statistical methods. However, the correlation of awarded grades between examiners is high and the examiners detailed comments create an auditable account of the strengths and weakness of students' work. This creates clarity about the reasons for the final grade awarded both to external review and to the student.

No specific criticisms are offered. There was an invitation to consider two possible weaknesses namely whether content knowledge of a student's work could lead to greater insight into potential weaknesses creating a second effect and some possible

minor inter-examiner variability. However, the external review process allowed these to be raised, assessed and managed. Therefore, the course's safeguards likely worked effectively as a final check. This should be reassuring for students.

#### **4. Year-on-Year Comments**

This is covered in answer 6.

#### **5. Preparation / Induction Activity (for new External Examiners only)**

N/A.

#### **6. Noteworthy Practice and Enhancement**

The programme continues to evolve. The methods to create interactivity between students overcoming potential difficulties of the distance learning format is exemplary. The programme arguably remains the National lead programme of its type in the United Kingdom.

#### **7. Appointment Overview (for retiring External Examiners only)**

## 8. Annual Report Checklist

Please include appropriate comments within Sections 1-7 above for any answer of 'No'.

|  |   | Yes<br>(Y) | No<br>(N) | N/A<br>(N/A) |
|--|---|------------|-----------|--------------|
| <b>Programme/Course Information</b>          |   |            |           |              |
| 8.1  | Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments?                                       | y          |           |              |
| 8.2  | Were you asked to comment on any changes to the assessment of the Programme?  | y          |           |              |
| <b>Draft Examination Question Papers</b>     |   |            |           |              |
| 8.3  | Were you asked to approve all examination papers contributing to the final award?   | y          |           |              |
| 8.4  | Were the nature, spread and level of the questions appropriate?   | y          |           |              |
| 8.5  | Were suitable arrangements made to consider your comments?  | y          |           |              |
| <b>Marking Examination Scripts</b>           |   |            |           |              |
| 8.6  | Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent? | y          |           |              |
| 8.7  | Was the general standard and consistency of marking appropriate?  | y          |           |              |
| 8.8  | Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks?   | y          |           |              |
| 8.9  | Were you satisfied with the standard and consistency of marking applied by the internal examiners?  | y          |           |              |
| 8.10   | In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment?       | y          |           |              |
| <b>Coursework and Practical Assessments</b>  |   |            |           |              |
| 8.11   | Was the choice of subjects for coursework and / or practical assessments appropriate?   | y          |           |              |
| 8.12   | Were you afforded access to an appropriate sample of coursework and / or practical assessments?   | y          |           |              |
| 8.13   | Was the method and general standard of assessment appropriate?  | y          |           |              |
| 8.14   | Is sufficient feedback provided to students on their assessed work?   | y          |           |              |
| <b>Clinical Examinations (if applicable)</b> |   |            |           |              |
| 8.15   | Were satisfactory arrangements made for the conduct of clinical assessments?  |            |           | n/a          |
| <b>Sampling of Work</b>                      |   |            |           |              |
| 8.16   | Were you afforded sufficient time to consider samples of assessed work?   | y          |           |              |
| <b>Examining Board Meeting</b>               |   |            |           |              |

|  |   | <b>Yes<br/>(Y)</b> | <b>No<br/>(N)</b> | <b>N/A<br/>(N/A)</b> |
|--|---|--------------------|-------------------|----------------------|
| 8.17   | Were you able to attend the Examining Board meeting?  | y                  |                   |                      |
| 8.18   | Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction?   | y                  |                   |                      |
| 8.19   | Cardiff University recognises the productive contribution of External Examiners to the assessment process and, in particular, to the work of the Examining Board. Have you had adequate opportunities to discuss the Programme and any outstanding concerns with the Examining Board or its officers? | y                  |                   |                      |
| <b>Joint Examining Board Meeting (if applicable)</b> |   |                    |                   |                      |
| 8.20   | Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees?   |                    | n                 |                      |
| 8.21   | If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees?  |                    |                   |                      |
| 8.22   | Was the Composite Examining Board conducted according to its rules?   |                    |                   |                      |

Please return this Report, preferably in a Microsoft Word format, by email to:

[ExternalExaminers@cf.ac.uk](mailto:ExternalExaminers@cf.ac.uk)

Your fee and expenses claim form and receipts, should be sent electronically to the above email address or in hard copy to:

Clive Brown, Registry Officer, Registry & Academic Services, Cardiff University,  
McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE