



EXTERNAL EXAMINER ANNUAL REPORT FORM

Guidance notes are available to support the completion of this Report and are available at <http://learning.cf.ac.uk/quality/review/external-examiners/reports/>.

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|--|--|-----------------|--------|
| | For completion by External Examiner: | | |
| Name of External Examiner: | Dr Katherine Berry | | |
| Home Institution / Employer of External Examiner: | University of Manchester | | |
| Programme and / or Subjects Covered by this Report | Doctorate in Clinical Psychology <i>Doctorate in Clinical Psychology (DClinPsy)</i> | | |
| Academic Year / Period Covered by this Report: | 2015/2016 | Date of Report: | 2/8/16 |

For completion by External Examiner in the spaces provided. Please extend spaces where necessary. **Please note this Form will be published online and should not make any reference to any individual students or members of staff.**

1. Programme Structure

The programme structure combines teaching with clinical placements and research projects, including a large scale research project and small service evaluation. The structure and the content of the programme is in keeping with other clinical psychology doctorate training courses across the UK. The trainees are required to demonstrate core competencies which are achieved across different specialisms including adult mental health, children and families, older people/neuropsychology and learning disabilities. The programme will be subject to inspection by the HPC and BPS.

2. Academic Standards

This is my first year of examining on this course and so far I have overseen the external examining for one submission of academic assignments and one submission of case reports. I reviewed six reports for each submission including all fails and a selection of passes. I have also examined four of the research projects/theses. On the basis of the work that I have seen so far, the standards are comparable with other courses around the UK.

3. The Assessment Process

The courses uses a range of different methods to assess the students including case material, academic essays which tap skills in critical appraisal and research reports. Thus far, I have not seen examples of the full range of assignments but what I have seen so far seems appropriate in scope and consistent with the course aims and objectives. As far as I am aware, the course does not, however, directly assess the

quality of the trainees' clinical work/therapy skills. Presumably, these are assessed by placement supervisors and through written case reports. I wondered if there would be more scope for the programme to directly assess clinical skills, for example, using videoed extracts from sessions. I also think that the theses would benefit from moving to a paper-based model in line with a number of other courses across the UK. I think that this model would encourage trainees to produce more sophisticated literature reviews and more concisely written reports of their empirical work.

4. Year-on-Year Comments

I have not received a copy of any previous reports.

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

I felt I was given adequate induction to my role by both the University and the programme. The programme have always responded to my requests for further information in a timely manner.

6. Noteworthy Practice and Enhancement

I was particularly struck by the level of feedback markers gave on trainee assignments and how markers were very good at emphasising strengths of the work as well as areas for improvement.

7. Comments on the Examination of Master's Dissertations (External Examiners for postgraduate Master's Programmes only, see also 9.23-9.29 below)

8. Appointment Overview (for retiring External Examiners only)

9. Annual Report Checklist

Please include appropriate comments within Sections 1-8 above for any answer of 'No'.

| | | Yes (Y) | No (N) | N/A (N/A) |
|--|---|------------|-----------|--------------|
| Programme/Course Information | | | | |
| 9.1 | Did you receive sufficient information about the Programme and its contents, learning outcomes and assessments? | √ | | |
| 9.2 | Were you asked to comment on any changes to the assessment of the Programme? | | | √ |
| Draft Examination Question Papers | | | | |
| 9.3 | Were you asked to approve all examination papers contributing to the final award? | | | √ |
| 9.4 | Were the nature, spread and level of the questions appropriate? | | | √ |
| 9.5 | Were suitable arrangements made to consider your comments? | | | √ |
| Marking Examination Scripts | | | | |
| 9.6 | Did you receive a sufficient number of scripts to be able to assess whether the internal marking and classifications were appropriate and consistent? | | | √ |
| 9.7 | Was the general standard and consistency of marking appropriate? | | | √ |
| 9.8 | Were the scripts marked in such a way as to enable you to see the reasons for the award of given marks? | | | √ |
| 9.9 | Were you satisfied with the standard and consistency of marking applied by the internal examiners? | | | √ |
| 9.10 | In your judgement, did you have the opportunity to examine a sufficient cross-section of candidates' work contributing to the final assessment? | | | √ |
| Coursework and Practical Assessments | | | | |
| 9.11 | Was the choice of subjects for coursework and / or practical assessments appropriate? | √ | | |
| 9.12 | Were you afforded access to an appropriate sample of coursework and / or practical assessments? | √ | | |
| 9.13 | Was the method and general standard of assessment appropriate? | √ | | |
| 9.14 | Is sufficient feedback provided to students on their assessed work? | √ | | |
| Clinical Examinations (if applicable) | | | | |
| 9.15 | Were satisfactory arrangements made for the conduct of clinical assessments? | | | √ |
| Sampling of Work | | | | |
| 9.16 | Were you afforded sufficient time to consider samples of assessed work? | √ | | |
| Examining Board Meeting | | | | |

| | | Yes (Y) | No (N) | N/A (N/A) |
|--|---|--------------------|-------------------|----------------------|
| 9.17 | Were you able to attend the Examining Board meeting? | √ | | |
| 9.18 | Was the Examining Board conducted properly, in accordance with established procedures and to your satisfaction? | √ | | |
| 9.19 | 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? | √ | | |
| Joint Examining Board Meeting (if applicable) | | | | |
| 9.20 | Did you attend a Composite Examining Board, i.e. one convened to consider the award of Joint Honours degrees? | | | √ |
| 9.21 | If so, were you made aware of the procedures and conventions for the award of Joint Honours degrees? | | | √ |
| 9.22 | Was the Composite Examining Board conducted according to its rules? | | | √ |
| Examination of Master's Dissertations (if applicable) | | | | |
| 9.23 | Did you receive a sufficient number of Dissertations to be able to assess whether the internal marking and classifications were appropriate and consistent? | | | |
| 9.24 | Was the sample in accordance with the University's sampling guidelines (guidelines provided below)? | | | |
| 9.25 | Were you satisfied with the standard and consistency of marking applied by the Internal Examiners? | | | |
| 9.26 | Were you able to attend the Master's Degree (Dissertation) Stage Examining Board? | | | |
| 9.27 | If so, was the Examining Board conducted properly and in accordance with established procedures? | | | |
| 9.28 | Were the schemes for marking and classification correctly applied? | | | |
| 9.29 | Were the standards of the awards recommended appropriate? | | | |

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

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:

External Examiners, Registry, Cardiff University, McKenzie House, 30-36 Newport Road, Cardiff, CF24 0DE

SAMPLING OF TAUGHT MASTER'S DISSERTATIONS BY EXTERNAL EXAMINERS

External Examiners shall be expected to see prescribed numbers and ranges of Dissertations, but not to mark them, on the following basis:

At least 10% of Dissertations for a postgraduate taught Master's Programme, or a minimum of 10 (whichever is the higher figure) must be seen by the External Examiner(s). Where the total number is less than 10, all Dissertations must be seen by the External Examiner(s) #.

Dissertations seen by External Examiners should include examples from across the whole range of achievement (i.e. Pass with Distinction, Pass, Fail).

External Examiners will retain the right to see other Dissertations at random.

Where more than one External Examiner is appointed on a Programme, at least 10% of Dissertations, or a minimum of 10 (whichever is the higher figure), should be seen collectively by the External Examiners.