

Code of Conduct for Clinical Examinations
Faculty of Veterinary Medicine and Animal Science University of Peradeniya

Clinical Examinations

Clinical examinations of the Faculty of Veterinary Medicine and Animal Science (FVMAS) include the long and short clinical cases of companion and farm animals, animal restraining, pregnancy diagnosis, surgical procedures, objective structured practical examinations (OSPE) and objective structured clinical examinations (OSCE). These examinations are mainly conducted by the Department of Veterinary Clinical Sciences and Department of Farm Animal Health and Production to evaluate the skills necessary to diagnose and treat diseases affecting livestock, companion, wild, zoo and aquatic animals.

Information about the Examinations

All information relevant to clinical examinations including the subject, components of the examination, dates, venues, time durations, groups, index numbers of students will be displayed in the notice boards of the relevant Departments. Eligible candidates are expected to read the notices and follow the instructions.

Code of Conduct for Students attending Clinical Examinations

Candidates who are attending the clinical examinations should:

- 1) Report to the respective venue at least 15 minutes before the scheduled time of the examination.
- 2) Wear appropriate attire (e.g. scrub suits, coveralls, boots, gloves)
- 3) Display their index number pinned on the attire.
- 4) Bring the admission card and student record book/ student identity card.
- 5) Bring material needed to perform a clinical examination such as stethoscope, thermometer, forceps, torch, knee hammer.
- 6) Wait outside the examination venue until they receive verbal or written instructions relating to the examination from staff member(s).
- 7) Get all their queries clarified before commencing the examination.

- 8) Behave courteously when communicating with the examiners, animal owners, academic and support staff/ farm staff.
- 9) Strictly adhere to the instructions of the clinical examination.
- 10) Consider the welfare of the patient first.
- 11) **NOT** discuss the personal details of the animal owners/ clinical case in or outside the examination area at any time, with any person.
- 12) **NOT** move the patient from the examination room/ venue without the examiner's consent.
- 13) **NOT** falsify, alter, or misuse clinical records, vaccination certificate, prescriptions or other forms used in the respective Department or Veterinary Teaching Hospital

Failure to adhere to the instructions will be considered as a breach of examination procedures and may result in action being taken against the candidate concerned.

Code of Conduct for Examiners conducting Clinical Examinations

Eligibility Criteria

- 1) Examiners shall be registered members of the Veterinary Council of Sri Lanka with more than five (05) years of post-internship practicing experience and postgraduate qualifications or specialization in a related field.
- 2) In exceptional circumstances, examiners not fulfilling the above criterion may be appointed by the Faculty Board of Veterinary Medicine and Animal Science, upon a written request by the Head of the Department.
- 3) A chief examiner /supervisor shall be appointed from among the examiners by the Faculty Board of Veterinary Medicine and Animal Science.
- 4) Examiners without previous experience as examiner shall be inducted to the clinical examination procedure prior to the examination by the chief examiner of the *particular exam.

Responsibilities of the Examiners

Examiners should:

- 1) Arrive at the examination center 15 minutes prior to the scheduled time of commencing the examination to select appropriate patients and to undergo necessary briefing.
- 2) Be familiar with the Examination regulations of the FVMAS and the examination bylaws of the University of Peradeniya.
- 3) Declare any conflicts of interest before the examination to the supervisor/chief examiner in a formal document identified for the purpose.
- 4) Establish that the student's eligibility (including identity) and preparedness to conduct a clinical task before the commencement of the examination. In instances where the examiner is in doubt regarding the two aspects, the advice of the chief examiner/supervisor should be sought.
- 5) Treat all candidates with respect and dignity without any discrimination based on gender, ethnicity, religion, social status or any other criteria.
- 6) Introduce themselves to the candidate before commencing the examination.
- 7) Give clear instructions (verbal or written) to the candidates (e.g. time allocated for each task, presenting the case, completing records and submitting reports).
- 8) Guide the candidate as needed to manage the time appropriately.
- 9) Avoid or minimize any interruption while the candidate performs the task, including making any remark that might embarrass or impair the performance of the candidate, or attempting to teach the candidate during the examination.
- 10) Assess the performances of the candidate based on the criteria indicated in the evaluation sheet while the candidate is performing the relevant task solely based on the merit of the task performed without any prejudice or comparison.
- 11) Enter marks in the given evaluation sheet in a legible manner and provide justification if a candidate is given a fail mark.
- 12) Keep the marking sheets secure and confidential at all times and hand over all the marking sheets directly to the chief examiner or to a person nominated by the Faculty Board of Veterinary Medicine and Animal Science at the end of the examination.
- 13) Pay attention to the emergency needs and the comfort of the patient during the examination.
- 14) Report any violation of examination regulations by the candidate or any other party formally to the supervisor and report to the examination board in a given form.

Responsibilities of the Chief examiner/ Supervisor

In addition to fulfilling the responsibilities of the examiners, the chief examiner should ensure that candidates, assisting staff and other examiners adhere to the guidelines.