

EBP-EAP Examination Basic Paediatric Knowledge

TERMS AND CONDITIONS

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A. GENERAL STATEMENT

By registering for the EBP-EAP Examination, the candidate confirms that he/she adheres to the terms and conditions as stipulated within this binding document.

B. ELIGIBILITY CRITERIA & REQUIRED DOCUMENTATION

1. Candidate must meet all eligibility criteria and provide all required documentation during the online registration within the registration period to be accepted to sit the examination.
2. The registration period (i.e. start/end of registrations) is announced on the EAP website.
3. To register for the examination, candidates must:

Eligibility criteria	3.1 Trainees who have completed 30-36 months of paediatric training in a recognized training program in Paediatrics or 3.2 Be a fully qualified Paediatrician.
Required documentation	3.4 Provide a university-awarded medical degree. 3.5 Provide proof of identity (valid passport or identification document) 3.6 If you are a trainee, provide attestation (for example, from the Training Director or Clinical Director of the Paediatric Department) of their position on a Paediatric training program. 3.7 If you are a fully qualified paediatrician, provide a diploma in paediatrics or a letter from the working institution.

4. Each registration will be processed within 21 days. The outcome of the application will be conveyed by email.
5. The candidate must provide copies of original documentation, accompanied by an official translation if the original is not in the English language. The EBP-EAP office has the right to ask for translated documentation in cases where the documentation provided is in a language other than English. The office has the right to ask candidates to provide any additional documents if eligibility remains unclear.
6. The office has the right to reject any candidate who does not provide all necessary documentation that clearly proves his/her eligibility to sit for the exam.
7. If taking the exam at a centre, each candidate must ensure that all travel requirements are met to enter the country where the examination is to be held, and organise all the necessary documentation well in advance (e.g. visa). The EBP-EAP office can provide an invitation letter upon request.

C. EXAMINATION FEES & PAYMENT POLICY

1. The examination fees set for the 2023 examination are as follows:

Trainees in European centre*	€230
Trainees in non-European centre	€550
Fully qualified Paediatricians	€550

*Europe includes all 51 states as defined [here](#).

2. Registration for the examination is considered incomplete until the EBP-EAP office receives full payment of the examination fee.
3. Payments that are not received by the EBP-EAP office within 7 days after the end of the registration period will lead to disqualification of the participant from the examination registrations.
4. No refund of the examination fee is made for cancellations, withdrawals or not attending the examination.
5. No refund of the examination fee is made for candidates who fail test their equipment and connection prior to the examination date and then have technical difficulties on the day of the examination.
6. No refund of the examination fee is made for candidates who are found to have cheated or copied questions.
7. Reduced fees may apply to candidates who are sent by their National Training Authority to sit the examination as part of the national exit examination. For this to take effect, a written agreement between EBP-EAP and the National Society / Academic Institution must be arranged.

D. REGULATIONS FOR REMOTE EXAMINATIONS

1. Online examinations require appropriate invigilation (proctoring) to ensure the integrity of the results. Proctoring will be used to monitor candidates during the examination. The proctor will require access to the candidate's web camera and microphone, to record and monitor the candidate during the examination. The candidate will be assumed to have consented to such a recording being available for review during and immediately after the examination. Manual or automated analysis of the recording may be made, to identify candidates who, in the opinion of the EBP-EAP exam committee, have shown evidence of cheating or similar inappropriate behaviour during the examination.
2. Details of the process will be provided to candidates ahead of the examination, including information about the technical and security requirements of the candidates.
3. Access to reference material, mobile phones, computers, or any other device with internet access is strictly prohibited during the examination.
4. During the examination, only technical questions will be answered by the proctor and no questions regarding the content.
5. Any candidate who is deemed to have broken the regulations, or to have cheated, will be referred to the Examination Board. If they confirm the infraction, the candidate may be disqualified from the examination and will forfeit their registration fee. Lesser sanctions (including the possibility to retake the examination) may be used at the discretion of the Board.

6. Candidates must ensure that they check their equipment and internet connection with the proctor prior to the examination date (details will be provided).
7. It is strictly forbidden to either copy or disclose the examination questions in any way. All examination content is confidential.

E. ONSITE REGULATIONS (for examinations which are held in person)

1. Each candidate must register at the signing desk in front of the examination room in good time for the examination (at least 20 minutes ahead of the start time).
2. Each candidate must bring the personal voucher and an identification document (*valid passport, national ID, driver's license*) in order to enter the examination room and sit the examination.
3. No other items and personal belongings apart from 1 sweater or jacket (i.e. no bags, smartphones, wallets, food, drinks etc.) can be brought with the candidate to his/her examination desk. Essential medical items and toiletries may be permitted.
4. All electronic devices left at the makeshift drop-off place must be switched off.
5. Thirty minutes after the indicated start time, the examination room closes, and no participants will be allowed to enter.
6. Electronic devices will be made available to all candidates at the exam and will contain the questions. Answers will be entered directly into the device.
7. Examination aids (e.g. calculator, notes) are not permitted.
8. During the examination, only technical questions will be answered by invigilators, but no questions regarding the content. You are requested to raise your hand in case you have a question.
9. Only 1 person may leave the room for a toilet break at a time. You are requested to raise your hand and ask an invigilator to be escorted.
10. Copying or cheating of any form may result in immediate exclusion from the ongoing examination as well as exclusion from future applications to sit the examination. The decision will be at the discretion of the examination supervisor.
11. It is strictly forbidden to either copy or disclose the examination questions in any way. All examination content is confidential.
12. When finished (before or at the end of the allocated time), each candidate must stay at his/her desk and raise hand to notify an invigilator.
13. If a subsequent sitting of the examination is scheduled to follow the first examination, no-one will be able to leave the examination room until 15 minutes before the allocated end time for the examination.
14. No material can be taken out of the examination room by the candidates, either during or after the examination.
15. Candidates must always follow the instructions of onsite examination supervisors and staff.

F. EXAMINATION STRUCTURE & BLUEPRINT

1. The examination tests knowledge and applied knowledge only.
2. The examination is in the form of multiple-choice questions (MCQs).
3. The examination is delivered only in English.
4. The examination is designed using the approved European syllabus in core paediatrics.
5. The questions selected for the examination are mapped to the examination blueprint. This blueprint shows all topics covered in the examination and the average percentage of questions devoted to each of these topics.
6. All questions require a single best answer (A-type questions).

G. SCORING & RESULTS

1. One (1) point is awarded for each correctly answered question.
2. There is no negative marking for incorrect answers.
3. An unanswered question is considered incorrect.
4. After the examination, all answers are sent to an independent partnering institution for results evaluation and statistical analysis.
5. A 3-round statistical analysis with key validation and decision to keep or eliminate questions with low performance is done by the Examination committee in collaboration with the Institute of Medical Education. Based on this, the passing score is set.
6. In order to pass the examination, candidates must score a number of points equal or higher than the passing score set by the examination committee.
7. Examination results will be available within 6 weeks of the examination date. Each candidate will also receive a notification email.
8. Examination results include:
 - 8.1 Official results letter (including subscore analysis)
 - 8.2 Digital certificate

H. CERTIFICATE DISTRIBUTION

1. A digital certificate will be provided to each candidate.
2. If a printed certificate is required, a fee of €60 will be charged.

I. USE OF PERSONAL DATA

1. By registering for the EBP-EAP Examination, the candidate gives consent to EBP-EAP to process his/her personal data exclusively related to the organisation of the given examination, determination of the examination result, maintenance of registry of successful/unsuccessful examination attempts, but also for statistical purposes and research.
2. In addition to article I1, EBP-EAP can share necessary personal data of the candidates with the provider of examination proctoring service, [Meazure Learning](#). The candidate hereby agrees to adhere to the [Privacy Policy of Meazure Learning](#).
3. The screen recordings and webcam audio/video are accessible to the examination board for 3 months following the examination and they will then be deleted.
4. In addition to article I1 & I2, EBP-EAP can share necessary personal data of the candidates with the provider of examination results and statistics, who cannot share these personal data with any other third party unless written consent from EBP-EAP and the candidate is given.
5. The retention period of examination answers of each candidate is 12 months from the date of the examination. After expiration of this period, the files will be destroyed.
6. All examination results are stored electronically within the EBP-EAP office for further statistical analysis and research.

END