**ANNUAL QUALITY IMPROVEMENT REPORT 2016/17**

**Appendix 3: External Examiners’ report**

**FdSc & BSc Veterinary Nursing**

This appendix contains Course Director’s responses to 2016/17 External Examiners’ comments and updates to actions from 2015/16 External Examiners’ report.

For support or advice please contact Ana Filipovic, Academic Quality Officer ‘Standards’, afilipovic@rvc.ac.uk, 01707666938

Actions from previous year

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| **Questions** | External Examiners comments | Course Director’s response  | Update in 2016/17 |
| **3.4 Standard of marking (July 2016)** | Marking is generally of a high standard. Feedback on some written assessments is very detailed and is to be commended. Occasionally however, feedback is variable and more consistency in this respect is required. Double marking and/ or sample marking is in place across all modules, but sometimes the quality of this varies between modules. Where there is discrepancy between first marker's and second marker's results discussion needs to be documented so that there is a full audit trail. | Thank you for your comments. The RVC has guidance on recording marks on written scripts which is issued to examiners with copies of exam scripts and assignments. These clearly state that clear and legible annotation should be included, preferably using specific phrases linked to the model answer and the language in the grading scheme. In the event of any discrepancy, reasoned discussions take place between first and second markers to reach a fair outcome for students. It is acknowledged that a record of this is currently lacking and, in future, will be included in the marking guidance issued to examiners. **Action required:** Exams Office to modify the marking guidance issued to examiners to reflect the requirement for reasoned discussions to be recorded in the event of a discrepancy between first and second markers.**Action assigned to:**Exams Office | COMPLETED |
| **3.4 Standard of marking (Sept 2016)** | Marking is generally of a high standard. Feedback on written assessments is usually very detailed, with clear marking, and is to be commended. Sample marking is in place across all modules, but sometimes the quality of this varies between modules. Where there is discrepancy between first marker's and second marker's results discussion needs to be documented so that there is a full audit trail. This issue was raised in June 2016 and still does not seem to have been fully addressed. | Thank you for your comments. In the event of any discrepancy when double marking, reasoned discussions take place between first and second markers to reach a fair outcome for students. It is acknowledged that a record of this is currently lacking and, in future, will be included in the marking guidance issued to examiners. Both the exam board meetings in June and September have involved the review of work from assessments carried out in the same academic year, hence why you have not seen an improvement between the two boards. The marking guidance will be updated for the academic year 2016/17, with the effect evident in the quality of marking reviewed at the exam boards in 2017. It is also important to note the difference between blind double marking (used for 4th year BSc assessments) and sample marking (used for years 1 – 3). Work reviewed at the September exam board will have been subject tosampling marking. The role of the sample marker is to review the marks awarded for the question/s and the record of marking that the primary markers have made. In contrast to blind double marking, the sampler is asked to determine only whether they agree or disagree with the mark for each piece of work. It is considered reasonable for a sampler to agree with the first mark if it is adjacent and in the same classification category. If a sufficient proportion (typically 10% or more) of the pieces of work give the sampler concern, or the sampler has other concerns about the consistency or standard of marking (e.g. about the marks from a particular marker, question or marking range) s/he will inform the examinations officer. The examinations officer will alert the chairman of the examinations board and the Course Director. They will devise, and put in place, an action plan appropriate to address the concerns expressed. **Action Required:**Exams Office to modify the marking guidance issued to examiners to reflect the outcome for the reasoneddiscussions to be recorded in the event of a discrepancy between first and second markers.**Action Deadline:**01-Jun-2017 | COMPLETED |
| **4.5 I attended the meeting of the Board of Examiners held to approve the results of the Examination** | We were surprised than on both this occasion and the previous occasion (in June) that the exam board was chaired by Prof. Gregory who is directly involved in the course rather than by a more independent staff member. | These appointments are made by Academic Board and therefore outside of the Course Director’s control. However the limitations of this arrangement have been recognised and a new Deputy Chair of Exam Board will beappointed. To appoint a new Deputy Chair of Exam Board**Action Deadline:**June 2017 | COMPLETED A new Chair and Deputy have been appointed - Prof Dan Brockman and Dr Anette Loeffler. [Ana Filipovic, 30.10.2017] |

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| **Collaborative Report** |

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| **Exam board meeting: 27-Jun-2017** |

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| **FdSc & BSc in Veterinary Nursing , 2016/17** |

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| **Lead examiner: Miss Victoria Bowes** |

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| **Collaborating examiner(s): Dr Elizabeth Mullineaux** |

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| **The Programme** |

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| **Please comment, as appropriate, on the following aspects of the programme:** |

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| **1.1 Course content** |

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| The course content is very satisfactory reflecting the full range of subject knowledge and skills that should becovered in these degree(s) at these levels (Year 3 Fd & BSc and Year 4 BSc). Externs reviewed and sampled 3rdyear 'Applied Nursing' and 'Professional Practice', as well as year 4 'Research methods', elective modules andprojects (see 2.3) and found the content of all of these to be more than satisfactory. Extern were able to observe some presentations and review the OSPVE results. Which one of the externals had previsouly attended. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |

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| **1.2 Learning objectives, and the extent to which they were met** |

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| The theoretical learning objectives of the course appear to have been well met in the work reviewed as above. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |

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| **1.3 Teaching methods** |

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| A wide range of teaching methods as appropriate to veterinary nursing education appear to have been employedacross the course. Following on from the last review there seems to be less online teaching delivered with more face to face delivery. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| A varied range of teaching strategies is used to encourage engagement and interest in the subject matter being taught. The amount of online teaching delivered as part of the FdSc is minimal. Use is influenced by its suitability to enhance learning, class size and availability of appropriate teaching resources, including rooms. |
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| **1.4 Resources (in so far as they affected the assessment)** |

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| Students have access to a wide range of teaching resources, including electronic facilities. The BScstudents in their 4th year could engage more and maximise their use of college resources. Student feedback is very well-provided in a written format (eg on exam scripts and assignments) across the nursing department. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. As newly qualified RVNs, students in their 4th year are often keen to seek employment and secure work in practice which can have a negative impact on the level of engagement with their studies. |
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| **1.5 Please provide any additional comments and recommendations regarding the Programme** |

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| Overall we continue to be impressed with the course provided by the RVC. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues involved in the delivery of the FdSc and BSc VN course. |
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| **Student performance** |

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| **Please comment, as appropriate, on:** |

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| **2.1 Students' performance in relation to those at a similar stage on comparable courses in other institutions, where this is known to you** |

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| The performance of the Year 3 students at both foundation and BSc exceed the external examiners’ expectations based on their knowledge of students on other courses. Whilst the performance of students on BSc 4th year is adequate, because of the reduced commitment from the students the standard from the 3rd year is rarely exceeded.  |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues. Comments regarding BSc 4th year students are fair and mirror the observations made by supervisors. |
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| **2.2 Quality of candidates’ knowledge and skills, with particular reference to those at the top, middle or bottom of the range** |

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| There was a good distribution of marks with some students achieving a high standard. The variation in standard at BSc year 4 was similar to previous years and reflects the comments made in 2.1.  |

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| **Response from college requested:**

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Agree with the comments provided. |

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| **NO** |

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| **2.3 Please provide any additional comments and recommendations regarding the students’ performance** |

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| In addition to the comments above, the standard of BSc projects and presentations was adequate and reflective of comments in 2.1.Externs reviewed the following scripts and other written work:Applied Nursing (year 3, cohort 11) assignments *numbers taken out for confidentiality reasons* short answer questions *numbers taken out for confidentiality reasons* Professional Practice (year 3, cohort 11) exam 1 *numbers taken out for confidentiality reasons* Assignment resub *numbers taken out for confidentiality reasons* Exam 2 *numbers taken out for confidentiality reasons*4 Top up assignment with 2 progressing *numbers taken out for confidentiality reasons*Research methods (year 4, cohort 10) Reviewed all scripts, written exam and research proposal.Pathology elective (year 4, cohort 10) all scripts were reviewed Surgery elective (year 4, cohort 10) all scripts reviewedECC elective (year 4 cohort 10) exam and assignment all scripts reviewedMedicine elective (year 4 cohort 10) all scripts reviewed Projects reviewed and presentations attended were: *numbers taken out for confidentiality reasons* plus a selection of other written projects |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| No comments to add. |
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| **Assessment Procedures** |

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| **Please comment, as appropriate, on:** |

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| **3.1 Assessment methods (relevance to learning objectives and curriculum)** |

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| A wide range of assessment techniques are used (MCQs, SAQs, written assignments and projects withpresentations and OSPVEs). Overall the externs believe that the combination of these assessment methods fullysatisifies and examines the learning objectives and curricula. Discuss with course leader in regards to review of the OSPVEs. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| The OSPVEs are currently being reviewed and updated in line with current and evidence based practice. We are also working hard to ensure consistency across tasks, for example, in relation to the marks awarded for each step and the terminology used. Where applicable, we are looking to ensure parity between tasks used in the VN and BVetMed OSPVEs and create one version with appropriate modifications made to the scenario. |
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| **3.2 Extent to which assessment procedures are rigorous** |

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| Assessment across a range of methods (MCQs, SAQs, assignments, projects and OSPVEs) is of a high quality and well marked with good consistent feedback.  |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues involved in VN assessment. |
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| **3.3 Consistency of the level of assessment with the Framework for Higher Education Qualifications (FHEQ)** |

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| Based upon the work seen and the external examiners’ knowledge and prior experience, the level of assessmentclosely matches the FHEQ. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **3.4 Standard of marking** |

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| Marking is generally of a high standard. Feedback on some written assessments is very detailed and is to becommended. Occasionally, however, in the BSc 4th year feedback is variable and more consistency in this respect is required. Doublemarking and/ or sample marking is in place across all modules, but sometimes the quality of this varies in the BSc 4th year. |

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| **Response from college requested:** |

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| **NO** |

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| **3.5 In your view, are the procedures for assessment and the determination of awards sound and fairly conducted? (e.g. Briefing, Exam administration, marking arrangements, Board of Examiners, participation by External Examiners)** |

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| Yes, externs are very satisfied with these procedures. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **3.6 Opinion on changes to the assessment procedures from previous years in which you have examined** |

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| Comments have been taken on board by the nursing department some consistency still lost when examination and marking are taken outside the nursing department into the broader veterinary school. |

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| **Response from college requested:** |

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| **3.7 Please provide any additional comments and recommendations regarding the procedures** |

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| As above |

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| **Response from college requested:**

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| As above. |

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| **NO** |

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| **General Statements** |

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| **4.1 Comments I have made in previous years have been addressed to my satisfaction** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Significant improvement on feedback from previous EE report. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. The team value the comments provided by External Examiners and make all efforts to address any areas highlighted for improvement. |
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| **4.2 An acceptable response has been made** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **4.3 I approved the papers for the Examination** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Comments on papers were generally taken onboard, the only exception was where a model answer within elective modules had requests for grade breakdown/allocation.  |

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| **Response from college requested:** |

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| **NO** |

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| **4.4 I was able to scrutinise an adequate sample of students’ work and marks to enable me to carry out my duties** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Very well provided for in an organised way by John Sanger |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to John. |
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| **4.5 I attended the meeting of the Board of Examiners held to approve the results of the Examination** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Well organised and conducted. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues. |
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| **4.6 Candidates were considered impartially and fairly** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Well organised and conducted. |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues. |
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| **4.7 The standards set for the awards are appropriate for qualifications at this level, in this subject** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues. |
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| **4.8 The standards of student performance are comparable with similar programmes or subjects in other UK institutions with which I am familiar** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to colleagues. |
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| **4.9 I have received enough support to carry out my role** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Excellent support from both the nursing department and John Sanger |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to the VN team and John Sanger. |
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| **4.10 I have received sufficient information to carry out my role (where information was insufficient, please give details)** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| No comments to add. |
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| **4.11 Appropriate procedures and processes have been followed** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **4.12 The processes for assessment and the determination of awards are sound**  |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **Completion** |

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| **If you have identified any areas of good practice, please comment more fully here. We may use information provided in our annual external examining report:** |

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| **5.1 Do you have any suggestions for improvements based on experience at other institutes? We may use information provided in our annual external examining report:** |

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| **Response from college requested:** |

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| **NO** |

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| **5.2 External Examiner comments: For College information only (Responses to External Examiners are published on the College’s website. Please only use this box to add any comments that you wish to remain confidential, if any)** |

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| **Response from college requested:** |

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| **NO** |

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| **Collaborative Report** |

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| **Exam board meeting: 13-Sep-2017** |

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| **BSc and FdSc in Veterinary Nursing, 2016/17** |

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| **Lead examiner: Miss Victoria Bowes Dr Elizabeth Mullineaux** |

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| **The Programme** |

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| **Please comment, as appropriate, on the following aspects of the programme:** |

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| **1.1 Course content** |

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| The course content is very good, reflecting the full range of subject knowledge and skills that should be covered inthese degree(s) at these levels (Years 1 and 2 Fd & BSc). Externs reviewed and sampled scripts from cohort 12(diagnostics, anaesthesia and ECC) and cohort 13 (VNAS 1 & 2, CNP 1 & 2) and found the content of all of theseto be satisfactory. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to module contributors. |
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| **1.2 Learning objectives, and the extent to which they were met** |

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| The theoretical learning objectives of the course appear to have been comprehensively met in the work reviewed as above. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |

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| **1.3 Teaching methods** |

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| Evidence of a wide range of teaching methods as appropriate to veterinary nursing education appear to have been employedacross the course, although in this instance only scripts were reviewed. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Module leaders and contributors do their best to deliver teaching sessions that are interesting and engaging for students. A variety of teaching methods are utilised and students are encouraged to embrace the learning opportunities available to them. |

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| **1.4 Resources (in so far as they affected the assessment)** |

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| Students appear to have access to a wide range of teaching resources made available to them, including electronic facilities. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
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| **1.5 Please provide any additional comments and recommendations regarding the Programme** |

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| The programme continues to meet the needs for day one clinical skills and fitness to practice for veterinary nursing. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **Student performance** |

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| **Please comment, as appropriate, on:** |

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| **2.1 Students' performance in relation to those at a similar stage on comparable courses in other institutions, where this is known to you** |

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| Year 1 and 2 student performance standards meet the external examiners’ expectations of students at these levels.  |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **2.2 Quality of candidates’ knowledge and skills, with particular reference to those at the top, middle or bottom of the range** |

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| There was a good distribution of marks with most students passing with a few having higher grading. There were some excellent assignments in anaesthesia and ECC. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. Where possible, we provide exemplars of a pass and a distinction level assignment for each module and will request permission from students to utilise their work in this way. |
| **Action Required:** |
| Course Director to contact students who have produced pass and distinction level work for modules that do not currently have exemplars and request their permission to utilise their work in this way. |
| **Action Deadline:** |
| 01-Nov-2017 |
| **Action assigned to:** |
| Course Director |
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| **2.3 Please provide any additional comments and recommendations regarding the students’ performance** |

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| The following scripts were reviewed by the externals over two days in order to gain a clear understanding of students' performance:Cohort 12, Anaesthesia and ECC:*numbers taken out for confidentiality reasons* Assignments: *numbers taken out for confidentiality reasons* Re Sits all scripts reviewedCohort 12 Diagnostics*numbers taken out for confidentiality reasons*,Assignment: *numbers taken out for confidentiality reasons* Re sits all scripts reviewedVNAS 1 *numbers taken out for confidentiality reasons* Resit: *numbers taken out for confidentiality reasons* Assignment: *numbers taken out for confidentiality reasons* student has been capped at a pass as is a restudy year.Resit: *numbers taken out for confidentiality reasons* Non-resub *numbers taken out for confidentiality reasons*Cohort 13 CNP1Scripts reviewed *numbers taken out for confidentiality reasons*Cohort 13 CNP 1 AssignmentScripts reviewed *numbers taken out for confidentiality reasons*Cohort 13 CNP2 Assignment 2 BScScripts reviewed *numbers taken out for confidentiality reasons*Cohort 13 CNP2 Assignment 2 BSc resitScript reviewed *numbers taken out for confidentiality reasons*Assignments: *numbers taken out for confidentiality reasons* Infection control BSc: *numbers taken out for confidentiality reasons*Cohort 13 CNP2Scripts reviewed *numbers taken out for confidentiality reasons*Cohort 13 CNP2 SAQ resitScripts reviewed *numbers taken out for confidentiality reasons*VNAS2 scripts: *numbers taken out for confidentiality reasons*Assignments: *numbers taken out for confidentiality reasons* Resit scripts: All resit scripts were reviewed and assignments *numbers taken out for confidentiality reasons*All MCQ breakdowns reviewed for all modules |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **Assessment Procedures** |

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| **Please comment, as appropriate, on:** |

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| **3.1 Assessment methods (relevance to learning objectives and curriculum)** |

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| On this occasion, only written assessments were reviewed (MCQs, SAQs, written assignments and OSPVE results), although practicalskills and presentations have been observed in the higher years on other occasions. Overall the externs believethat the combination of these assessment methods fully satisfy and examine the learning objectives and curricula. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to module leaders. |
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| **3.2 Extent to which assessment procedures are rigorous** |

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| Assessment across a range of methods is of a high quality and well marked (see 3.4) |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to internal examiners. |
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| **3.3 Consistency of the level of assessment with the Framework for Higher Education Qualifications (FHEQ)** |

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| Based upon the work seen and the external examiners’ knowledge and prior experience, the level of assessment closely matches the FHEQ. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. |
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| **3.4 Standard of marking** |

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| Marking is generally of a high standard. Feedback on written assessments is detailed and very constructive. Sample marking is in place across all modules, but sometimes the quality can be variable between sample markers. Where there is a discrepancy between first marker's and second marker's results discussion needs to be documented so that there is a full audit trail. The sample marker should not be annotating scripts and should not be indicating any mark allocation unless a decision has been made to be double marked.This issue was raised repeatedly and the college would benefit from some clear written protocols on what is required from the sample markers, what level of discrepancy between the markers would trigger remarking or double marking and the processes that would subsequently arise. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback. The marking guidance and mark sheet issued to all examiners was revised in 2016 to reflect the requirement for reasoned discussions to be recorded in the event of a discrepancy between examiners. The RVC also has clear guidance on the provision of annotation on written scripts which is issued to all examiners (first and second) with copies of scripts and assignments. Despite this, it has become apparent that these policies have not been followed on this occasion and this has been highlighted to, and discussed with, the sample marker concerned. |

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| **3.5 In your view, are the procedures for assessment and the determination of awards sound and fairly conducted? (e.g. Briefing, Exam administration, marking arrangements, Board of Examiners, participation by External Examiners)** |

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| Yes externs are very satisfied with these procedures |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **3.6 Opinion on changes to the assessment procedures from previous years in which you have examined** |

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| Some changes have been made, the standard and consistency of the annotation in the script have dramatically improved this is to be commended. Although the process of sample marking is to be commended, however, the consistency and annotation require standardisation. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback - please see comments provided in relation to point 3.4. |

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| **3.7 Please provide any additional comments and recommendations regarding the procedures** |

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| Production of more guidance for the procedure for sample marking and double marking.  |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Comprehensive guidance is already issued to internal examiners but, on this occasion, it has become apparent that this was not followed. The College will continue to provide guidance on marking practice ‘How Examinations are Marked’ to all examiners, including external examiners. |
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| **General Statements** |

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| **4.1 Comments I have made in previous years have been addressed to my satisfaction** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Improvements have been made but consistency is still occasionally lacking, see section 3 |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| We value the feedback provided by External Examiners and will continue to do our best to ensure that any suggestions or identified actions are acted upon.  |
| **Action Required:** |
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| **Action Deadline:** |
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| **Action assigned to:** |
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| **4.2 An acceptable response has been made** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.3 I approved the papers for the Examination** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Papers were reviewed by the externals and in most cases any comments made were incorporated into the final exams, if not justification was provided by markers.  |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.4 I was able to scrutinise an adequate sample of students’ work and marks to enable me to carry out my duties** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Extremely well organised by Laura Rigney, and thanks are extended to John Sanger and the nursing staff |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback which will be communicated to all concerned. |

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| **4.5 I attended the meeting of the Board of Examiners held to approve the results of the Examination** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| The Chair for the board has changed for this board to Dr Anette Loeffler, on discussion with Anette it was confirmed there would be rotating chairs with Dan Brockman. It would be useful for some discussion between the two chairs for which they attend so to ensure consistency for the year. |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this suggestion which will be actioned. |
| **Action Required:** |
| Course Director and Exams Office to suggest that the Chairs of VN Exam Board discuss the content and outcome of each exam board meeting to ensure consistency between meetings. |
| **Action Deadline:** |
| 01-Jun-2018 |
| **Action assigned to:** |
| Course Director and Exams Office |
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| **4.6 Candidates were considered impartially and fairly** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| Excellent efforts to ensure fairness and consistency |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **COURSE DIRECTOR: Mrs Rachel Lumbis** |
| **Course Director Response:** |
| Thank you for this feedback |
| **Action Required:** |
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| **Action Deadline:** |
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| **4.7 The standards set for the awards are appropriate for qualifications at this level, in this subject** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.8 The standards of student performance are comparable with similar programmes or subjects in other UK institutions with which I am familiar** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.9 I have received enough support to carry out my role** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.10 I have received sufficient information to carry out my role (where information was insufficient, please give details)** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.11 Appropriate procedures and processes have been followed** |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **4.12 The processes for assessment and the determination of awards are sound**  |

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| **Yes** |

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| **Additional comments, particularly if your answer was no:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| Agree |

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| **Completion** |

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| **If you have identified any areas of good practice, please comment more fully here. We may use information provided in our annual external examining report:** |

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| **5.1 Do you have any suggestions for improvements based on experience at other institutes? We may use information provided in our annual external examining report:** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| No comments |

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| **5.2 External Examiner comments: For College information only (Responses to External Examiners are published on the College’s website. Please only use this box to add any comments that you wish to remain confidential, if any)** |

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| **Response from college requested:** |

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| **NO** |

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| **Dr E.M** |
| No comments |

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