



UNIVERSITI KUALA LUMPUR
ROYAL COLLEGE OF MEDICINE PERAK
FACULTY OF MEDICINE

STANDARD SETTING FOR PROFESSIONAL
THEORY EXAMINATION PAPERS

Doc. No:	UniKL/RCMP /FOM-01(WI)
Revision No:	01
Date	01 July 2017
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Prepared by:


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Date : 22 June 2017

Approved by:

Name: Assoc. Prof. Dr. Syed Rahim bin
Syed Hamid
Position: Dean, Faculty of Medicine
Date : 22 June 2017

AMENDMENT RECORDS

No.	Date	Remarks	Revision No.	Approved by
1	09/05/14	Establishment	00	Dean, FOM
2	01/07/17	Amendment	01	Dean, FOM

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STANDARD SETTING FOR PROFESSIONAL THEORY EXAMINATION PAPERS			

1.0 OBJECTIVE

The objective of this procedure is to provide a guideline in the implementation of standard setting in theory papers for Professional Examinations.

2.0 SCOPE

The scope of this procedure covers the deduction of a pass mark in the theory papers of the Professional Examinations.

3.0 REFERENCES

- 3.1 Tomorrow's Doctors, Domain 5, paragraph 89-90
- 3.2 Guidelines for the Accreditation of Malaysian Undergraduate Medical Education Programme 2015
- 3.3 Modified Angoff Method (Standard Setting)

4.0 DEFINITIONS/ABBREVIATIONS

UniKL	:	Universiti Kuala Lumpur
RCMP	:	Royal College of Medicine Perak
FOM	:	Faculty of Medicine
Exam	:	Examination
EU	:	Examination Unit

5.0 RESPONSIBILITY

- 5.1 Dean of FOM is responsible to ensure that this Procedure is adhered to at Faculty level.
- 5.2 Deputy Dean/Head, MED/Standard Setting Moderator/Standard Setting Judges/Secretariat are responsible to ensure that this procedure is adhered with the assistance of EU.
- 5.3 Secretariat & EU are responsible to assist in compiling related documentation.

6.0 PROCEDURE

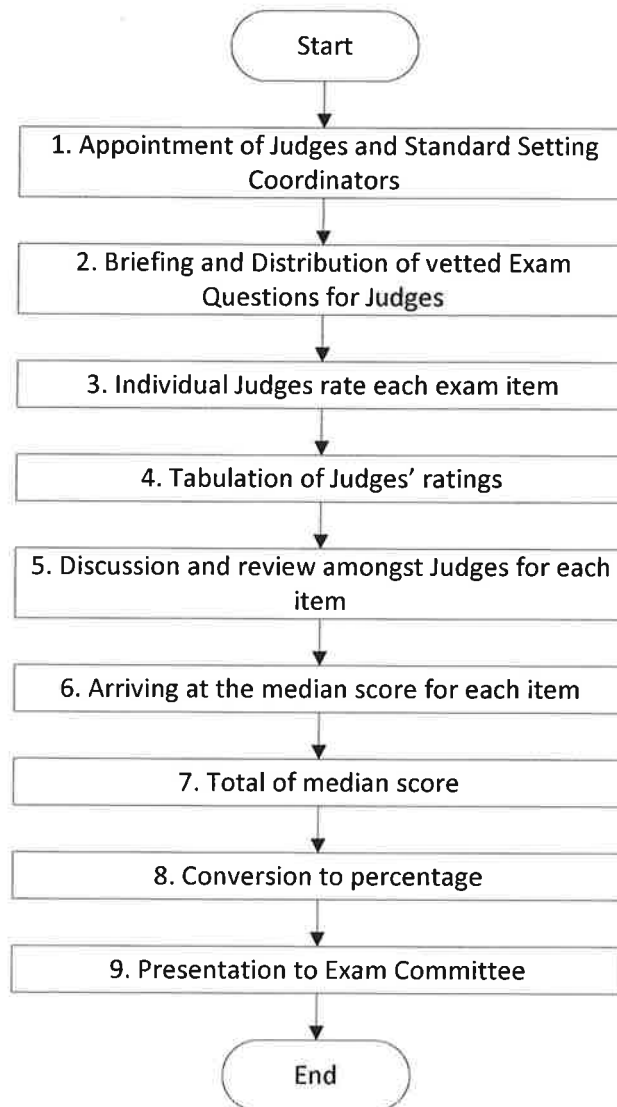
- 6.1 Refer to the process flow chart as below.



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7.0 DESCRIPTION

No	Description	Person in Charge	Document	Duration
1	Appointment of Standard Setting Moderator, Judges and Secretariat.	Deputy Dean	Letter of appointment	6 months before the exam date.
2	Two sets of exam papers have to be ready by the Year Coordinator	Year Coordinator	Two sets of exam papers	1 st set : 4 months before exam date 2 nd set: 2 months before exam date
3	Briefing the judges about the method & the students cohort, and distribution of the vetted exam papers to judges	Standard Setting Moderator	Complete set of examination papers (questions)	2 months before the exam
4	Individual judges rate and submit marks to the moderator	Standard Setting Judges & moderator	Complete set of examination questions	Within 2 weeks after receiveing the complete set of exam papers
5	Tabulation of all the scores	Secretariat	Standard set scores	2 weeks before the exam date
6	Meeting and discussion among the judges and moderated to review the standard set score of each item and arriving at a consensual score which is	Standard Setting Moderator and Secretariat	Standard set scores	2 weeks before the exam date

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	then recorded			
7	Totalling up the median/mean scores of all items & converting into pass marks expressed in percentage.	Secretariat	Total median scores	2 weeks before the exam date
6	Presentation to Exam Committee for approval	Deputy Dean	Pass marks in percentage	2 weeks before the exam date.

8.0 RECORDS

No	Titles/Records	Location/Responsibility	Retention Period
1	-		