

# Standard Operating Procedure for the European Exam in General Cardiology

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## Appendix Two – Policy for Reasonable Adjustments

If a candidate has a disability, specific learning difficulty, long term medical condition or other special need which may affect their ability to complete the European Examination General Cardiology (EEGC), they may be entitled to reasonable adjustments to the conduct of the examination. The principle is that no candidate's performance should be disadvantaged by his/her disability or special need, whilst always ensuring that no adjustment gives an unfair advantage.

A disability includes:

- Physical or sensory impairments
- Specific learning difficulties (e.g. dyslexia and dyspraxia) or other cognitive impairments
- Mental health issues
- Epilepsy, respiratory problems or heart conditions
- On-going or fluctuating medical conditions including unforeseen medical circumstance

In order to provide the appropriate adjustment(s), candidates must inform their national cardiac society and the EEGC board of their disability in writing at the time of registration, or as soon as possible if the disability is due to a sudden illness. This must include full written details and comprehensive supporting evidence provided by an appropriate authority (e.g. the candidate's registered family doctor or consultant). Candidates with dyslexia or any other learning disability require a Psychological Assessment Report from a qualified educational psychologist conducted after the candidate was sixteen years of age. All reports should include a recommendation about reasonable adjustment for the examination. Reasonable adjustments will be made in accordance with these, subject to ratification by the national cardiac society and if necessary the EEGC board to ensure consistency between candidates and avoid any unfair advantage.

Adjustments may include:

- Enlargement of examination materials
- Use of a scribe or amanuensis
- Use of an appropriate aid
- Additional time to complete the examination and/or breaks during the examination

Candidates will be notified in writing of any adjustments that have been permitted for their examinations. Where a candidate does not believe the adjustments they have been granted are reasonable, they may ask for their case to be reviewed by the EEGC Chair, whose decision will be final. The EEGC board reserves the right to take independent advice to ensure that any proposed arrangements are appropriate and in accordance with any applicable legislation.