



PREGNANT EXAMINATION CANDIDATES AND CANDIDATES NURSING AN INFANT

1. BACKGROUND

Pursuant to the provisions of the *Exceptional Circumstances and Special Consideration Policy*, the Australasian College for Emergency Medicine (ACEM; the College) recognises that there are circumstances in which it may be possible for a trainee to undertake an assessment under alternative arrangements or special consideration. This includes trainees who are pregnant or nursing an infant at the time of an examination.

This document provides guidance in relation to the manner in which the ordinary conduct of an ACEM examination may be modified to accommodate an examination candidate who is pregnant or nursing an infant. These guidelines should be read in conjunction with the *Exceptional Circumstances and Special Consideration Policy*.

2. APPLYING FOR ALTERNATIVE ASSESSMENT ARRANGEMENTS

Applications for assessment under alternative arrangements by a trainee who is pregnant or nursing an infant must be submitted in accordance with the requirements of the *Exceptional Circumstances and Special Consideration Policy*. Trainees have the responsibility for submitting applications in a timely manner and with all relevant supporting documentation, to enable the College to properly assess the application and the appropriate needs of the trainee.

3. PREGNANCY

The following guidance is provided to examination candidates who are seeking alternative assessment arrangements for an attempt at an examination owing to pregnancy.

3.1 All Examinations

- Where quarantine time is associated with the examination for which alternative arrangements are sought, the College will endeavour to allocate a candidate to an examination block with the shortest duration of quarantine time.
- There will be no extension to the time allocated for completing any examination (the examination duration time) unless such has been granted on individual application.

3.2 Written Examinations

- For the purposes of any increase in bathroom breaks, the College will endeavour to seat a candidate near the door to the examination room.

3.3 Primary Viva and Fellowship Clinical Examinations

- No change to the structure of the Primary Examination (Viva) or the Fellowship Clinical Examination (OSCE) is permitted.

4. TRAINEES NURSING AN INFANT

The following guidance is provided to examination candidates who are seeking alternative assessment arrangements for an attempt at an examination owing to nursing an infant.

4.1 All Examinations

- Where quarantine time is associated with the examination for which alternative arrangements are sought, the College will endeavour to allocate a candidate to an examination block with the shortest duration of quarantine time.
- A care-provider may be permitted to care for the infant in a suitable area outside the examination area, in accordance with any local governments' health directive(s).
- The College will endeavour to arrange for a suitable room for nursing and/or expressing milk, with refrigeration facilities, to be made available.
- There will be no extension to the time allocated for completing any examination (the examination duration time) unless such has been granted on individual application.

4.2 Written Examinations

- A candidate may be permitted to commence the first paper of an examination 30 minutes prior to other candidates for the purposes of taking a 30 minute nursing break during the time scheduled for sitting the paper.
- A candidate may be permitted to take a nursing break of up to 30 minutes during the second paper of an examination and will be afforded 30 additional minutes at the conclusion of the examination in which to complete the paper.
- A candidate may nurse an infant during the break between the first and second papers of a written examination.
- In the case of Written Examinations offered under remote proctoring (online invigilation by a third party), a candidate may take a nursing break of up to 30 minutes during each paper. During this time, candidates are required to be discreetly visible to the proctor, if it is undertaken within private premises. Alternatively, candidates who do not wish to be visible during the nursing break may arrange to sit their examination at their hospital workplace (or other authorised facility), and take a nursing break in a separate room, under the supervision of an approved FACEM. Such supervision would not be direct; the supervisor would be required to ensure the room is clear of any examination-related materials and/or access to electronic information that may give the candidate an unfair advantage.

4.3 Primary Viva and Fellowship Clinical Examinations

- Breastfeeding may not occur while the Primary Viva or Fellowship Clinical Examination is in progress.
- No change to the structure of the examination is permitted.
- Infants are not permitted on circuit / rotation during the Primary Viva or Fellowship Clinical Examination.

5. CONTACT FOR FURTHER INFORMATION

For further information, or to make a request for alternative assessment arrangements, please contact the Assessment Unit on +61 3 9320 0444 or use the email address relevant to the examination for which alternative assessment arrangements may be required.

Primary Examination: Primary.exam@acem.org.au

Fellowship Examination: Fellowship.exam@acem.org.au

6. ASSOCIATED DOCUMENTS

- Exceptional Circumstances and Special Consideration Policy (TA79)

7. DOCUMENT REVIEW

Timeframe for review: every two (2) years, or earlier if required.

7.1 Responsibilities

Document authorisation: Council of Education

Document implementation: Deputy Chief Executive Officer

Document maintenance: Governance and Standards Manager

7.2 Revision History

Version	Date of Version	Pages revised / Brief Explanation of Revision
v1	Aug-2018	Approved by COE
v2	Sep-2021	Revisions to incorporate breastfeeding during remote proctored examinations
