

TITLE:

**Intermediate Exam Sponsorship
for Residents**

EFFECTIVE DATE:

29 April 2011

REVISION DATE:

1 April 2022

PAGES: **6**

PROCESS OWNER:

Healthcare Manpower Division

APPROVAL:

Director, Healthcare Manpower Division

OBJECTIVE

1. This policy provides guidelines on the application for intermediate exam sponsorship for Residents.

POLICY

2. This policy sets the application and approval procedure for the sponsorship, claimable items and reimbursement of expense claims.
3. All MOHH-employed Residents are eligible to apply for this sponsorship.
4. The Sponsorship provided is intended as a form of financial assistance to Residents and it may not cover all expenses that arise. Residents may expect to incur some expenses on their own.

APPLICATION CRITERIA

5. Residents must be in active service with MOHH during the period of the exam.
6. Each Resident is eligible to apply for one sponsorship per relevant exam.
7. Resident may only seek sponsorship for one intermediate exam which is approved by the Residency Accreditation Committee (RAC) / Ministry of Health (MOH) for promotion for their specialty.
8. Sponsorship extends only to local postgraduate exams organised by Division of Graduate Medical Studies, NUS. (Appendix 1).

APPLICATION PROCESS & APPROVAL

11. Applicants are required to complete the 'Application for Intermediate Exam Sponsorship for Residents' (Appendix 2).
12. Applications must be approved by the Programme Director.
13. Residents must apply with Division of Graduate Medical Studies, NUS or examination organising body for registration on their own.
14. Application forms should be submitted by email to physician@mohh.com.sg at least 2 weeks from the date of the exams.
15. The outcome of the application will be notified via email.

LEAVE

16. Applicants are advised to apply and obtain approval for leave of absence to attend the exam. At the discretion of the approver, leave type may include Training Leave, Annual Leave or Leave of Absence (mutually agreed by your leave approver). Please refer to the Employee Handbook for MOHH Staff Deployed to Public Healthcare for leave application guidelines.

SPONSORSHIP

17. The sponsorship will provide for the exam fees and one preparatory course. The preparatory course must be taken with the exam in the same sitting. Sponsorship will not be provided for the preparatory course alone.
18. The sponsorship will not provide for supplementary / additional examination fees incurred as a result of failing to qualify for the intended sitting.
19. There will be no course leave, study leave or exam leave provided with this sponsorship.

TRAINING BOND

21. There is no service bond associated with the sponsorship for local examinations.

REIMBURSEMENT

22. Reimbursement claims for both the exam and preparatory course must be **consolidated in 1 claim** and submitted together via SuccessFactors (SF) within **3 months** from the date of the exams.
23. For payments made in foreign currency, reimbursement will be based on the conversion rate provided in the credit card statement/bank draft. In the absence of the conversion rate, the receipt date will be used to determine the conversion rate from the Monetary Authority of Singapore (MAS) Financial Database to calculate the claim amount.
24. Reimbursement will be credited via payroll.

ENQUIRY

For enquiries, please contact:

The Secretariat for Intermediate Exam Sponsorship
physician@mohh.com.sg
DID: 6622-0987 / 6622-0979

LIST OF POSTGRADUATE EXAMINATIONS

Updated as of 1 April 2022. This list is not exhaustive and is subject to change.

Discipline	Examination
Anaesthesiology	Primary MMed (Anaesthesiology) Examination
	MMed (Anaesthesiology) Part A Examination
	Master of Medicine (Anaesthesiology) Part B Examination (SAQ Examination and OSCE Examination)
Diagnostic Radiology	First FRCR (Fellowship of the Royal College of Radiologists) - Anatomy & Physics
	Final FRCR Part A (Fellowship of the Royal College of Radiologists)
	Joint Final MMed (Diagnostic Radiology) / Final FRCR (Part B) Examination
Dermatology	Part 1 : Clinical Sciences Exam and Pharmacology
Emergency Medicine	Final MMed (Emergency Medicine) Part B & C Examination
Family Medicine	Final MMed (Family Medicine) Examination
General Surgery	Joint Primary MMed (Surgery) / IMRCS Part 3 / IMRCS Part B Examination
Internal Medicine	Joint Primary MMed (Internal Medicine) / MRCP (UK) Part 1 Examination
	Joint Final MMed (Internal Medicine) / MRCP (UK) Part 2 Written Examination
	Joint Final MMed (Internal Medicine) / MRCP PACES Examination
Obstetrics & Gynaecology	MRCOG Part 2 Oral Assessment Form
	MMed (Obstetrics & Gynaecology) & MRCOG Part 3
Ophthalmology	Primary Mmed (Ophthalmology) Objective Structured Clinical Exam (OSCE)
	FRCOphth Refraction Certificate or Refraction Assessment
	Primary Mmed (Ophthalmology) Objective Structured Clinical Exam (OSCE)
	Final MMed (Ophthalmology) Examination
Orthopaedic Surgery	Final MMed (Orthopaedic Surgery) Examination
Otorhinolaryngology	Final MMed (Otorhinolaryngology) Examination
Paediatric Medicine	Joint Primary MMed (Paediatric Medicine) / MRCPCH (UK) Foundation of Practice and Theory and Science Examination
	Joint Primary MMed (Paediatric Medicine) / MRCPCH (UK) Applied Knowledge in Practice Examination
	Joint Final MMed (Paediatric Medicine) / MRCPCH (UK) Examination
Psychiatry	Primary MMed (Psychiatry) Examination
	Final MMed (Psychiatry) Examination or MRCPsych CASC

Pathology	FRCPA Part 1 (Fellowship of the Royal College Pathologists of Australasia)
	FRCPA Part 2 (Fellowship of the Royal College Pathologists of Australasia)
	FRC Path Part 1 (Fellowship of the Royal College of Pathologists – UK)
	FRC Path Part 2 (Fellowship of the Royal College of Pathologists – UK)

III) To be completed by Approving Personnel

Approved

Not Approved Reasons for not approving : _____

Director, Healthcare Manpower Division, MOHH
Signature & Date

Instructions :

Application forms should be forwarded by email to physician@mohh.com.sg