Case Based Discussion (CBD) Pre-Assessment Briefing

Welcome to the ACRRM CBD Summative Assessment via Zoom.

Process
- You must enter the virtual (Zoom) room at least 5 minutes before your scheduled start time.
- All sessions are recorded for QA processes. As the candidate you will not have access to these recordings.
- At the start of the assessment, your invigilator will be asked to:
  - verify your identification
  - confirm that you are alone in the room
  - confirm that there are no materials (other than the printed CBD case notes) which can be referenced during the discussion. Materials include electronic devices such as other computers, mobile phones, tablet devices and e watches.
- The assessor will confirm that you have your printed clinical notes and will advise which two cases are to be discussed.

Assessment Content
You will be assessed by three assessors over three separate sessions which will each be up to an hour in length. The process will provide you with the opportunity to demonstrate your clinical skills through the discussion of two cases with each assessor. Each case is assessed independently and is assessed on a Likert scale of Unsatisfactory/Satisfactory/Not Observed across **five** individual criteria:

- Communication skills
- History taking
- Physical examination
- Clinical management in your context
- Professionalism

The assessor also provides a **Global** CBD rating of:
- Below the standard of a FACRRM
- At the standard of a FACRRM

The standard required for a successful outcome is that of an independent practitioner practising safely at Fellowship level.

Please ask for clarification at any time if you are unsure what is being asked.

Please note that the assessors are unable to provide any formal feedback whatsoever during or after the assessment.

IT Requirements

It is the candidate's responsibility to ensure that they can access a computer that meets the IT minimum requirements (detailed in the table below) on the day of the assessment. Candidates may take their own personal laptop or computer to the venue. The College will not be liable for any difficulties caused by using alternative configurations.

Systems	Minimum requirements	Recommended specifications
Internet connection	• Internet connection – broadband wired or wireless (3G or 4G/LTE) • download and upload speeds starting at 5Mbps • loaded latency no greater than 500ms	
Operating systems	• macOS X with macOS 10.9 or later • Windows 10 – Home or Pro editions • Windows 8 or 8.1 • Windows 7	
Web browsers	• Windows: IE 11+, Edge 12+, Firefox 27+, Chrome 30+ • Mac: Safari 7+, Firefox 27+, Chrome 30+	Latest version of Chrome
Other	• Speakers and a microphone – built-in or USB plug-in or wireless Bluetooth. • A webcam or HD webcam - built-in or USB plug-in • Zoom client 5.0 or higher • Zoom via web browser, using a supported web browser listed above.	A USB headset to reduce feedback and give better sound quality Latest Zoom client

Browser check and internet connection speed test

Each participant in the CBD assessment is required to perform an operating system, browser test using https://www.whatismybrowser.com/ and an internet connection speed test using https://fast.com on the computer they plan to use at their chosen assessment venue. The information is required to be entered onto the Assessment Venue Requirements Form and screen shot of the results attached to the form.

Testing

The College strongly advises candidates to test the computer in advance using the software required for the assessment.

A headset is recommended as this is more reliable and stable than inbuilt microphone and speakers.

You are not permitted to use virtual backgrounds. Ensure that you can be clearly seen against your chosen background i.e. appropriate lighting and (preferably) blank white wall background.

Connection Problems
Where a candidate or assessor is more than 10 minutes late, the session will be cancelled.

If there are any audio / video issues during the CBD session, you must dial into the virtual (Zoom) room to continue the session over the phone.

Professional Behaviour
Any attempt by the candidate to record the CBD, have an unauthorised person present in the same room or access unauthorised material during the discussion could result in in a fail grade being awarded.

If there are any concerns by the candidate or the assessor about the conduct of the assessment or if an incident occurs that affects the assessment, an incident report must be completed within two working days and submitted to assessment@acrrm.org.au

Confirmation of acceptance of these regulations

I hereby agree to abide by these regulations.

Candidates name:

Date: