



FPM Examination Misconduct Policy

1. Purpose

This policy sets out the standards of conduct required of candidates in relation to Faculty of Pharmaceutical Medicine (FPM) examinations. It defines misconduct, outlines investigation procedures, and sets out potential sanctions.

The purpose of this policy is to protect the integrity of the examination process, ensure fairness between candidates, and uphold public confidence in the qualifications awarded. By applying to sit an examination, candidates are deemed to have read, understood, and agreed to comply with this policy.

2. Scope

This policy applies to all candidates and applicants for FPM examinations. It covers conduct:

- before, during, and after an examination;
- across all examination formats, including in-person, remote, and online assessments;
- in all interactions with examiners, invigilators, delivery partners, FPM staff, and other candidates.

This policy should be read alongside:

- the Examination Regulations;
- the Examination Appeals Policy; and
- the Mitigating and Exceptional Circumstances Policy.

3. Principles

FPM operates on the following principles:

- the integrity of the examination process and the reliability of candidate results must be protected at all times;
- all candidates must be treated fairly and consistently;
- expectations of conduct are clear, transparent, and communicated in advance;
- the use of technology, including artificial intelligence, must not provide an unfair advantage or compromise the integrity of the examination;
- allegations of misconduct are considered objectively and on the basis of evidence;
- investigations are proportionate, timely, and conducted confidentially;
- candidates are given a fair opportunity to respond to allegations;
- decisions and sanctions are proportionate to the seriousness of the misconduct.



4. Standards of Conduct

Candidates are expected to conduct themselves in a professional manner consistent with the principles of GMC's Good Medical Practice at all times.

Candidates must comply with all examination regulations and with reasonable instructions issued by examiners, invigilators, delivery partners, and FPM staff.

5. Misconduct

Misconduct is any act or omission that compromises, or may reasonably be considered to compromise:

- the integrity of the examination;
- fairness to other candidates; or
- public confidence in the qualification.

5.1 Academic / Examination Misconduct

Includes, but is not limited to:

- possession or use of unauthorised materials or devices;
- use of unauthorised tools or technologies, including artificial intelligence systems, to generate or assist examination responses;
- copying, collusion, or attempting to communicate with another candidate;
- continuing to write or work after time has been called;
- capturing, recording, reproducing, or storing examination content in any format (including screenshots, photographs, screen recording, or transcription);
- removing, sharing, distributing, or publishing examination content, whether during or after the examination, via any medium (including messaging platforms, email, websites, or social media);
- attempting to memorise examination content for the purpose of later sharing or reconstruction;
- access to examination material in advance of the examination;
- impersonation or falsification of identity;
- falsification or alteration of examination-related documents.

5.2 Professional or Behavioural Misconduct

Includes, but is not limited to:

- abusive, threatening, intimidating, or discriminatory behaviour;
- harassment, bullying, or inappropriate conduct towards any person involved in the examination process;
- failure to follow reasonable instructions from FPM staff or invigilators;
- inappropriate communications, including via email or social media, relating to the examination.



6. Reporting and Investigation

Allegations of misconduct may be reported by examiners, invigilators, delivery partners, FPM staff, or others.

Where misconduct is suspected:

- FPM may withhold examination results pending investigation;
- the candidate will be informed in writing of the allegation and provided with an opportunity to respond;
- serious cases will be considered by a Misconduct Panel independent of the examination.

All investigations will be conducted fairly, proportionately, and confidentially.

7. Outcomes and Sanctions

Where misconduct is established, FPM may impose one or more of the following sanctions: a written warning;

- nullification of examination results;
- disqualification from the examination diet;
- temporary restriction on future examination entry;
- permanent exclusion from FPM examinations.

FPM may also report cases of misconduct to relevant external bodies, including employers or regulators, where appropriate.

Sanctions will be proportionate to the seriousness of the misconduct.

8. Appeals (Misconduct Decisions)

Decisions made under this policy may be appealed. Appeals relating to misconduct are separate from, and not subject to the Examination Appeals Policy.

8.1 Grounds for Appeal

An appeal may be submitted only on one or more of the following grounds:

- that the procedures set out in this policy were not followed correctly;
- that the decision reached was unreasonable in light of the evidence;
- that new evidence has become available that could not reasonably have been provided during the investigation.

8.2 Submission of Appeal

- Appeals must be submitted in writing by the candidate;
- must clearly state the grounds for appeal and include supporting evidence;



- must be submitted within 14 calendar days of notification of the decision.
- Appeals received after this timeframe will not normally be considered.

8.3 Consideration of Appeals

- Appeals will be considered by the Appeals Panel who have no prior involvement in the case;
- appeals will normally be considered on the basis of written submissions;
- a hearing will only be convened where this is necessary to ensure fairness;
- the appeal is not a full rehearing of the case, but a review of whether the original decision was reasonable and properly reached.

8.4 Outcomes

The appeal decision-maker may:

- uphold the original decision;
- amend the sanction;
- overturn the decision; or
- require the case to be reconsidered.

The outcome will be communicated in writing, with reasons.

8.5 Finality

The decision of the misconduct appeal is final. No further internal appeal is permitted.

9. Limitations

This policy is subject to the following limitations:

- not all forms of misconduct can be exhaustively defined;
- decisions will be based on the evidence available at the time;
- FPM reserves the right to take appropriate action in cases not explicitly covered by this policy;
- submission of a response or appeal does not guarantee a particular outcome;
- this policy applies only to examination-related conduct and does not extend to training, employment, or regulatory matters;
- sanctions may be applied independently of, and in addition to, any action taken by external bodies;
- decisions made under this policy are final, subject only to the appeals provisions set out above.



Faculty of Pharmaceutical Medicine

of the Royal Colleges of Physicians of the United Kingdom

5-11 Theobalds Road
London, WC1X 8SH
+44 (0)20 3696 9040
fpm@fpm.org.uk
www.fpm.org.uk

10. Data Protection

All information relating to allegations and investigations of misconduct will be handled in accordance with applicable data protection legislation.

11. Policy Review

This policy will be reviewed every two years, or sooner where required to reflect changes in examination delivery, regulatory expectations, or emerging risks.

July 2026