

POLICY TITLE

End of Curriculum Examination Policy

PURPOSE AND SCOPE

This policy advises students regarding the Physician Assistant Education Association (PAEA) End of Curriculum (EOC) Examination Policy.

RESPONSIBLE PARTY AND REVIEW CYCLE

This policy will be reviewed in odd-numbered years by the Clinical Affairs Committee.

ARC-PA REFERENCE(S)

A2.05: Principal faculty and the program director must be responsible for, and actively participate in the processes of:

- d) evaluating student performance,
- e) academic counseling of students,
- f) assuring the availability of remedial instruction,
- g) designing, implementing, coordinating and evaluating the curriculum.

A3.02: The program must define, publish, make readily available and consistently apply its policies and practices to all students.

A3.15: The program must define, publish, consistently apply and make readily available to students upon admission:

- a) any required academic standards,
- b) requirements and deadlines for progression in and completion of the program,
- c) policies and procedures for remediation and deceleration,
- d) policies and procedures for withdrawal and dismissal.

B4.01: The program must conduct frequent, objective and documented evaluations of student performance for both didactic and supervised clinical practice experience competencies. The evaluations must align with what is expected and taught, as defined by the program's instructional objectives and learning outcomes.

B4.02: The program must monitor and document the progress of each student in a timely manner and according to its defined and published policies and procedures, to identify and address any deficiency in meeting program competencies in:

- d) medical knowledge.

DEFINITION(S):

N/A

POLICY

The PA program utilizes the [PAEA End of Curriculum examination \(EOC\)](#) which is an objective, standardized evaluation of a student's medical knowledge as one component of their readiness for graduation. While not intended to be the sole determinant of readiness for graduation it is a primary component of such.

Per PAEA policy the EOC exam must be:

- Administered within the final four months of the program.
- Proctored live and in-person using PAEA's selected lockdown browser.

The UNC PA program will administer the EOC exam in the 11th month (November) of the clinical year no earlier than one week following completion of the last SCPE. The exam will be embedded within PASC 820 (Clinical Seminar III) for grading purposes. A student must pass the EOC exam to successfully pass the course based on weighting.

Attendance for this examination is mandatory with make-up exams given only at the discretion of the Director of Clinical Education (DCE). Late arrival to the exam is not allowed unless due to extenuating circumstances approved by the DCE; unexcused tardiness in excess of 15 minutes will result in the student not being allowed to take the exam and a resultant score of "zero". Students are required to follow PAEA and UNC PA program exam policies and violation of same will be referred to the Academic Excellence Committee (AEC) for review of possible honor code violations. Failure to take a scheduled exam and/or unexcused tardiness will result in review by the DCE for determination of best course of action to include referral to the AEC with recommendation for academic probation and/or program dismissal (if applicable due to prior occurrence/probation).

The PAEA EOC examination consists of 300 questions (250 scored), divided into five 60-question sections. The examination is five (5) hours long and scheduled for one (1) day. Students who have approved academic accommodations (through UNC ARS) are required to confidentially provide documentation of same (via the UNC ARS office secure portal).

Additional information can be found at: [UNC Accessibility Resources & Service](#) and [PAEA End of Curriculum Exam](#).

Additional PAEA and UNC PA program policies related to the End of Curriculum Examination

In order to maintain exam integrity and to maximize the administration process, the following rules apply to any student taking an EOR exam. UNC PA program students must acknowledge the PAEA Assessment Exam Policies upon setting up their individual account and upon taking a PAEA Assessment Exam each time.

- Students are required to follow pre-exam procedures prior to examination including computer updates, disabling firewalls, checking compatibility, etc. with failure to do so resulting in exam delay and/or lost exam time.
- Students are required to adhere to the PAEA Assessment academic integrity instructions and procedures for the exam as outlined in the PAEA Assessment Exam Policies.
- Students are required to arrive promptly at least 15 minutes before the designated exam start time. See absence and tardiness policy above.
- Students are only allowed to have the following resources allowed in the exam room (per PAEA End of Rotation Assessment Policy):
Laptop computer, pen/pencil and one blank scratch sheet of paper which is required to be verified by the remote proctor for use during the exam. All other belongings, coffee mugs, water bottles, tissue boxes, etc. must be left outside the examination room.
- Talking is not allowed during the exam.
- Wearing smart watches/devices to include wrist devices and virtual glasses and headphone devices of any type is not permitted during examinations. These items must be left outside of the exam room.
- All students must take the exam on the designated date and in the designated time slot. See above.
- Unless other accommodations have been approved, students will have five (5) hours to complete each PAEA EOR exam. The examination is divided into five (5) 60-question sections with a 10-minute break between sections. See above regarding accommodation policy.
- No questions will be answered during the exam. If a student experiences technical difficulty, the student must raise their hand and the proctor will assist them.
- Any duplication, copying, or distribution of content of any PAEA exam, including key-word feedback provided in the results is considered an Honor Court Violation; this also includes any PAEA Exam Honor Code Violations. Students who are found in violation of any of these policies will be referred to the AEC for discussion and possible disciplinary action (i.e., failure of the course, probation, possible dismissal dependent upon prior occurrences) as described in the UNC PA program Student Handbook.

Additional information regarding PAEA Exam Policy can be found in the student section at: [PAEA Exam Policy](#)

Grading Policy for the EOC Examination

The EOC exam utilizes scale scores that have been mathematically transformed from one set of numbers (i.e., the raw score) to another set of numbers (i.e., the scale score). This has been set by PAEA. The scale for the EOC exam is 1200 to 1800. The following policy level descriptors were developed by PAEA for the EOC exam:

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	Limited Medical Knowledge 1200-1399	Satisfactory Medical Knowledge 1400-1554	Advanced Medical Knowledge 1555-1800
Definition	The learner demonstrates partial understanding of general medical knowledge.	The learner demonstrates a sufficient understanding of general medical knowledge.	The learner demonstrates a comprehensive understanding of general medical knowledge.

For more information, please see [PAEA EOC Exam Scoring & Interpretation](#).

The passing threshold set by the UNC PA Program is a minimum score of 1400. This examination is Pass/Fail and there is no designation of “Low Pass.”

PROCEDURES

Failure on EOC Examination

This examination is summative and an important component of assessment of readiness for graduation. If a student fails the initial attempt:

- The student will be referred to the Academic Excellence Committee.
- The student will be required to review their PAEA exam performance report identifying the “keyword feedback items” within 72 hours of receiving their results and sign attestation affirming same.
- The student will be required to meet with the DCE (virtually, in person or telephonically) within five (5) business days to discuss exam performance and improvement strategies.
- The student will be required to meet with their academic advisor (virtually, in person or telephonically) within five (5) business days to exam performance and improvement strategies.
- The student must retake the examination (per PAEA policy, no sooner than 60 days from the initial attempt). Given this timing within the curriculum, failure of the initial attempt will delay graduation.

Failure of the retake of the EOC exam will result in referral again to the Academic Excellence Committee with consideration of program dismissal. Per PAEA policy, only two (2) attempts of the EOC exam are allowed by any one student.

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- UNC PA Program Policies and Procedures web page: <https://www.med.unc.edu/ahs/unc-pa/students/policies-procedures/>
- UNC PA Program Student Handbook
- Initially approved January 2, 2024.