



Midwifery
Objective Structured Clinical Examination (OSCE)
Candidate Handbook

November 2022

Australian Health Practitioner Regulation Agency
National Boards

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Ahpra and the National Boards regulate these registered health professions: Aboriginal and Torres Strait Islander health practice, Chinese medicine, chiropractic, dental, medical, medical radiation practice, midwifery, nursing, occupational therapy, optometry, osteopathy, paramedicine, pharmacy, physiotherapy, podiatry and psychology.

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Frequently used terms within this handbook:

Ahpra – Australian Health Practitioner Regulation Agency

Ahpra Invigilator – Ahpra exam team member

AHS – Adelaide Health Simulation

IQNM – Internationally Qualified Nurse or Midwife

IQNM exam team – Ahpra exam team member

Manikin – A life-sized anatomical human model portraying the role of an infant

Midwifery OSCE examiners – Examiners that assess the OSCE candidates

MCQ – Multiple-Choice Question

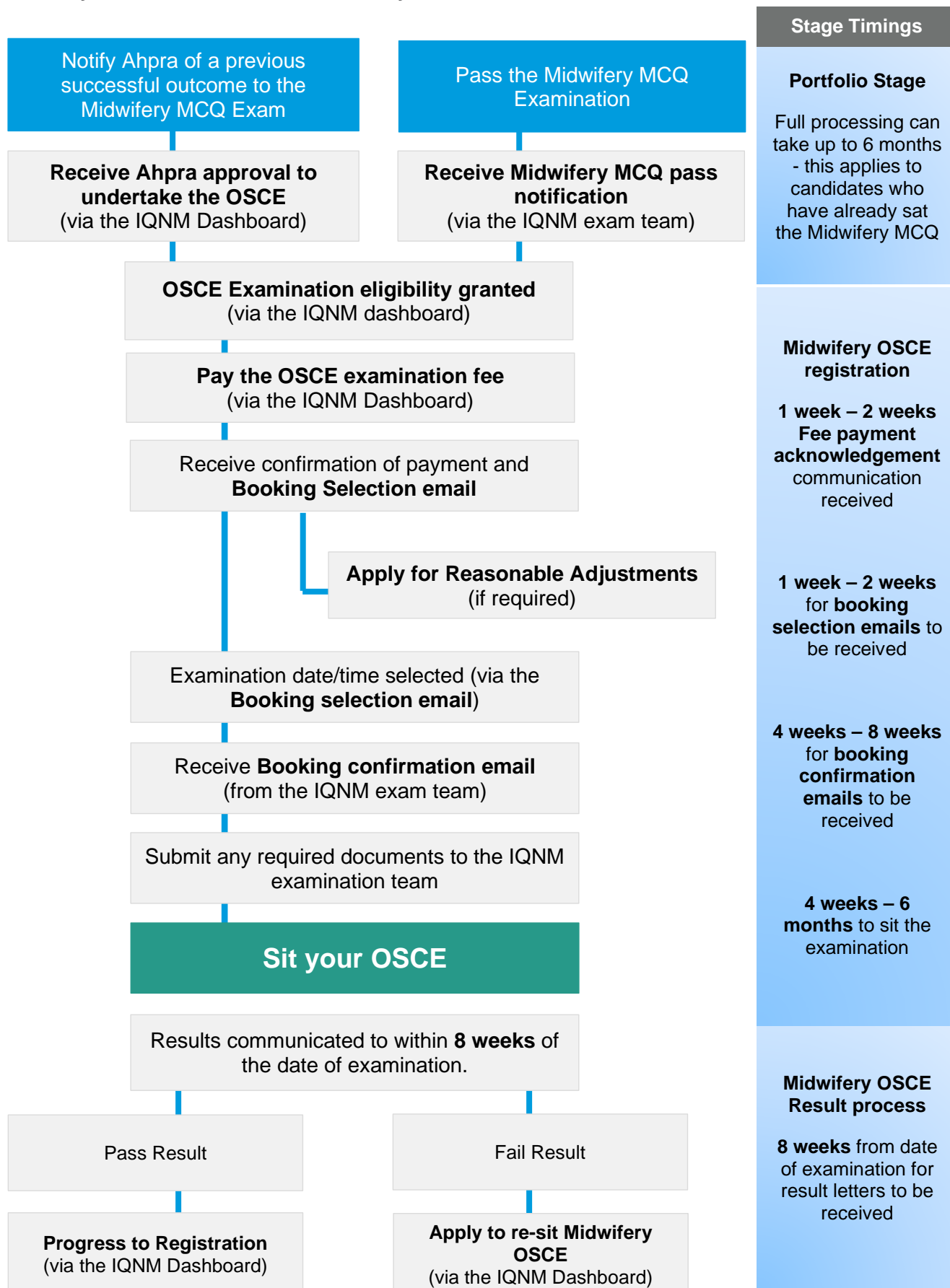
NMBA – Nursing and Midwifery Board of Australia

OSCE – Objective Structured Clinical Examination

Simulated patient – Actor portraying the role of the woman (pregnant or postpartum)

Task Trainer - specialised simulators or models of human anatomy designed to help practice a specific skill.

Midwifery OSCE Candidate Journey



Introduction

This handbook has been prepared to assist eligible candidates who are required to complete the Midwifery Objective Structured Clinical Examination (Midwifery OSCE/OSCE).

The Midwifery OSCE is the practical examination for internationally qualified midwives seeking registration in Australia as a midwife.

Overview of the Midwifery OSCE

The Midwifery OSCE consists of 10 stations (or clinical scenarios) that have been developed to test candidates against the NMBA Midwife Standards for Practice. The OSCE is set at the entry to practice level that is expected of a midwife in Australia.

What is the Midwifery OSCE?

This is a **regulatory** OSCE rather than an educational OSCE and is conducted in a way that is consistent for all candidates. This means that:

- candidates will not receive any coaching, prompting, further explanation of the task required or feedback from the Midwifery OSCE examiners (examiners) during or after the OSCE
- the OSCE is run strictly to time i.e. only two (2) minutes of reading time, and ten (10) minutes of performance time is allowed for each station
- when the allocated time for the station is up, candidates **MUST** move to the next station even if they may not have completed everything required for the station under assessment, and
- candidates are not allowed to speak to any other candidates during the OSCE.

Candidates will be required to sign a Terms of Agreement before the OSCE commences. This will be completed on the day of the OSCE. More information in relation to what is this included in the Terms of Agreement can be found in this handbook.

What does the OSCE assess?

Each Midwifery OSCE station assesses a candidate's ability to **actually** perform a specific clinical skill, it will also take into consideration the candidate's ability to manage the care of a woman or baby in a holistic manner. It is therefore important that the care that is provided within each station takes into consideration the individual situation for that woman or baby, and that the care provided is tailored to meet their individual needs.

Examples of some considerations about the care provided to a woman or baby include, but are not limited to:

- a woman's ability to understand simple instructions,
- their physical capacity,
- the support that they have available to them,
- any vision or hearing impairments.

Please note: that candidates will not be expected to, nor assessed on, demonstrating care in accordance with COVID-19 guidelines.

The Midwifery OSCE examiner will assess a candidate's ability to formulate an accurate plan of care for the woman, based on their assessment findings or any information deemed relevant to the woman. The woman's safety, and the care she receives is paramount at all stages within the OSCE stations.

Candidates **must demonstrate/perform the clinical skills required in each station and:**

- **should perform each task/clinical skill not just talk about what they would do or the care they would provide (i.e., it is a practical examination not a viva)**
- **should use the machines/technology in the room as if they were in a real clinical environment, and**
- **treat the Simulated patient or Manikin or Task trainer as if they were a real woman/baby that the candidate is providing care for.**

Candidates **will not** be expected to know specific state and territory clinical policies and procedures, they will however need to demonstrate an understanding of relevant national standards, international infection control and prevention standards. Please refer to the suggested reading materials section of this document for further information.

What skills will candidates be assessed on?

Practical Skills

Each candidate will be tested and must perform a series of practical skills, these may include but are not limited to:

- Physiological observations
- Vital signs
- Calculating medicine dosages
- Antenatal care
- Postnatal care
- Intrapartum care
- Subcutaneous/ Intramuscular injection
- Aseptic Non-Touch Technique (ANTT)
- In hospital resuscitation
- Safe disposal of sharps
- Hand hygiene
- Therapeutic communication/consent with the woman and/family
- Infection control practices
- identification
- Risk management in the clinical environment.

Communication Skills

As communication is central to midwifery practice, candidates will also be assessed on their communication skills during the OSCE. The OSCE aims to assess how candidates interact with the woman and/or baby and their approach to her when providing care. This will include a candidate's ability to provide explanations to the woman about her care in an appropriate manner, as well as the candidates ability to include the woman or her family where appropriate. Candidate should treat and communicate with the Simulated patient or Manikin or Task trainer as if they were a real woman/baby that the candidate is providing care for.

What does the Midwifery OSCE examiner assess in relation to communication?

The Midwifery OSCE examiner will assess the full range of communication skills (verbal, non-verbal and written) by observing the interaction between candidates' and the woman (an actor or a manikin) and by assessing a candidate's completed documentation at each station.

The Midwifery OSCE examiner may also look at the candidate's approach to the woman throughout the examination, and will assess their communication skills such as:

- clearly explaining care, diagnosis, investigations and/or treatments
- involving the woman in decision-making
- communicating with relatives and other health care professionals
- seeking and obtaining informed consent
- active listening
- dealing appropriately with an anxious woman and/ or anxious family
- providing clear instructions when discharging a woman from care
- demonstrating compassion and care during an interaction
- clear documentation

Candidates should speak to the woman as though they are meeting for the first time.

Candidates should pretend the examiner is not in the room the examiner is only there to mark and observe.

Does the Midwifery OSCE involve working with real women?

Where there is a woman involved in a scenario, this role will be portrayed by an actor/simulated patient.

In some stations, candidates may also be required to interact with a Manikin or Task trainer as the woman or baby. It is essential that candidates demonstrate a level of empathy and interaction, to the same level they would a woman in their care.

Candidates should interact with the Simulated patient or Manikin or Task trainer as if they were a real woman/baby that the candidate is providing care for

Where is the examination centre located?

Adelaide Health Simulation (AHS) is located within the University of Adelaide in South Australia. AHS have two (2) separate locations where the examinations may be hosted, the candidate confirmation email will provide the specific details on where the examination is located, and which building/address candidates will need to present to.

Candidates should familiarise themselves before the day of the examination of the location of the AHS building/address.

Candidate should familiarise themselves before the day of the examination the location of the AHS building/address. However, **candidates should not enter or contact the AHS building prior to the day of their examination.** Any candidate that enters the AHS site/s prior to their allocated examination day will be viewed as unauthorised access to the examination venue and may be in breach of the IQNM assessment process misconduct policy and be ineligible to undertake the examination.

Before the examination

Registering for the Midwifery OSCE

Candidates who have been confirmed as passing the Midwifery MCQ Examination, will be invited via their dashboard to submit a payment for the OSCE.

OSCE registration fee

The OSCE registration fee for each examination sitting is **\$4,000 AUD**.

This fee must be paid to Ahpra via the instructions on the IQNM dashboard before candidates can book their OSCE date.

Candidate booking selection

Once the IQNM exam team are notified that a candidate's payment has been received they will contact the candidate to select their preferred examination date. After being notified of the payment, the IQNM exam team will send candidates a booking selection via email which will include the details of the examination dates that are available to book.

Please note: that examination cycles are limited and these places are expected to fill quickly. Places will be allocated according to when a candidate has booked.

Examination cycles

Examination cycles refers to the dates for each of the Midwifery OSCE that will be coordinated. Each cycle will host one (1) day of examinations and up to two (2) examination sessions per year.

Reasonable adjustments

Reasonable adjustments are special arrangements for the administration of the exam to provide candidates with disabilities (physical or mental impairment) full access to the exam where possible and appropriate. Adjustments will only be made in line with the inherent requirements for midwifery practice in Australia and must not compromise the integrity of the exam. The expected level of competence is the same for all candidates and cannot change as part of a reasonable adjustment arrangement.

Requests for reasonable adjustments must be sent to the IQNM exam team in writing at the time a candidate pays their OSCE fee. Appropriate documentation supporting the request for adjustments must be provided by the candidate at the time of the request and include results of appropriate diagnostic testing, submitted by a qualified professional with expertise in the areas of the diagnosed disability. Candidates must read the [Reasonable adjustments and special consideration for examination candidates](#) policy.

For more information on reasonable adjustments, please contact the IQNM exam team via email: IQNMexams@ahpra.gov.au

Confirmation of examination booking

A candidate is only confirmed for a particular examination date when they have received their Midwifery OSCE Candidate Confirmation letter (the confirmation letter) via email from the IQNM exam team.

The IQNM exam team will send a candidate confirmation letter via email to those candidates who have pre-selected their examination date, no earlier than eight (8) weeks prior to the examination date that has been chosen.

For those candidates who are allocated to an examination after the eight (8) week timeframe but before the examination date, will receive the candidate confirmation letter within three (3) business days of the booking being requested.

The confirmation letter will provide information relating to the venue location, date and time of the exam, exam session allocated and any details about the expectations of the candidate presenting to the exam.

It is imperative that candidates are familiar with the details of the confirmation letter before arriving at the examination centre in Adelaide on their confirmed examination day. A copy of the Midwifery OSCE Terms of Agreement for candidates and the Midwifery OSCE Video and Audio consent form will be included in this communication.

The IQNM exam team will email candidates a reminder email two (2) weeks prior to the candidates' scheduled examination date.

Changing a scheduled examination

If a candidate needs to change their examination date or time, they must contact the IQNM exam team via email at IQNMexams@ahpra.gov.au at least three (3) full business days (72 hours) before the scheduled exam date and time. Australian National and State holidays should also be considered when deciding whether to reschedule an examination as offices may be closed.

Candidates will be allowed to reschedule their examination only if appropriate notice is given and if the reason for rescheduling is due to an extenuating circumstance.

Please note: Leaving a message on an answering machine does not constitute giving the required notice for rescheduling or cancelling an examination appointment. Examination appointments should only be considered rescheduled or cancelled when a candidate has received a confirmation of this being completed by the IQNM exam team in writing via email.

Missing an examination appointment

If a candidate fails to arrive at their examination appointment or fails to reschedule/cancel without giving the appropriate notice, they will forfeit their OSCE fee and will be required to pay another OSCE fee if they wish to sit the OSCE in the future.

Refunds

There will be no refund of the OSCE fee for any reason, including but not limited to:

- Failure to reschedule and/or cancel an examination appointment more than three (3) full business days before the confirmed examination date
- Failure to appear for an examination appointment.

Examination Day Preparation

Examination day dress code

Candidates are expected to attend the OSCE in appropriate professional attire that is suitable for clinical practice. This is to ensure that all candidates present in a professional manner, adhere to infection control and prevention standards and provide a safe environment for all candidates and the simulated patients they will be engaging with through the OSCE.

Candidates should **NOT** wear:

- jeans
- tracksuit pants or tracksuit tops
- ripped or torn clothing
- singlet tops or low-cut tops
- long sleeved tops (you must be bare from the elbow down)
- open toed or high heel shoes/ boots/ casual sneakers
- jewellery other than a plain wedding band and sleeper or stud style earrings
- fingernails should be cut short in length and be void of any kind of nail polish or powder
- hair should be tied back in line with infection control requirements

Photographic ID

Candidates will be required to provide photographic ID on registration. The only acceptable photographic ID is an ***Australian or International Passport***

This photographic ID should be in the same name that was provided in the IQNM portfolio submitted to Ahpra.

Equipment

Candidates do not need to bring any equipment to use during the OSCE. All equipment required will be supplied, including pens, stethoscopes and watches.

Personal Belongings

Candidates are encouraged to bring **only essential belongings to the OSCE**. Candidates are not to take any belongings into the examination area. While candidates are in the OSCE, their belongings will be locked securely in the candidate waiting area.

No-one will be given access to this room whilst the OSCE is being undertaken.

All mobile phones and electronic devices **MUST** be switched off and placed in an opaque plastic satchel that will be provided at registration before placing it back into their bag. This parcel will need to be presented to the Ahpra Invigilator prior to leaving the exam centre for inspection.

Water is available during the OSCE.

If candidates require any medications or food (for medical reasons) during the examination process these should be given in a clear plastic resealable bag; to the Ahpra Invigilator at registration and will be made available by the Ahpra invigilators as needed during the OSCE.

Ahpra and AHS will take no responsibility for lost or stolen belongings.

Family, friends and children

If candidates have family members, friends or children accompanying them on the day, they must remain in the reception area. They will not be permitted past the registration point and are not able to accompany candidates to the candidate waiting area or into the examination area.

Suggested reading materials

The NMBA and Ahpra do not endorse any OSCE preparation programs.

The following reading materials may be useful to candidates:

Professional resources:

1. [NMBA professional standards](#)
 - a. [Midwife standards for practice](#)
 - b. [Code of conduct for midwives](#)
 - c. [Code of ethics for midwives](#)

Midwifery practice:

2. Hill, R., Hall, H., & Glew, P. (2017). *Fundamentals of Nursing and Midwifery: a person-centred approach to care* (3rd ed.). Sydney, NSW: Wolters Kluwer.
3. Johnson, R. & Taylor, W. (2016). *Skills for Midwifery practice* (4th ed.). London, England: Churchill Livingstone.
4. Pairman, S., Tracy, S., Dahlen, H. & Dixon, L. (2018). *Midwifery Preparation for Practice* (4th ed.) Chatswood, NSW, Australia: Elsevier
5. Shoulder Dystocia : https://thewomens.r.worldssl.net/images/uploads/downloadable-records/clinical-guidelines/shoulder-dystocia-guideline_280720.pdf
6. Decreased Fetal Movement: [DFM Management Pathway.pdf \(stillbirthcre.org.au\)](#)

Health professionals' practice:

7. Australian Commission on Safety and Quality in Health Care. (2017). *National Safety and Quality Health Service Standards: Guide for Hospitals*. (2nd ed.). Sydney, NSW: Australian Commission on Safety and Quality in Health Care.
8. Australian Medicines Handbook. Purchase from: <https://shop.amh.net.au/products/digital>
9. Australian Resuscitation Council <https://resus.org.au/>
10. Forbes, H. & Watt, E. (Eds.). (2015) *Jarvis's physical examination & health assessment* (2nd ed.). Chatswood, NSW: Elsevier.
11. Hand Hygiene Australia - <https://www.hha.org.au/>
12. ISBAR tools - <https://www.vmia.vic.gov.au/tools-and-insights/tools-guides-and-kits/isbar>
13. Therapeutic Guidelines – eTG Complete. Purchase from: <https://tgldcdp.tg.org.au/products>
14. The National Safety and Quality Health Service Standards - <https://www.safetyandquality.gov.au/standards/nsqhs-standards>

Tips for completing the OSCE

Before the OSCE

Candidates are encouraged to:

- be familiar with the location of the OSCE, including travel times and parking information (noting that candidates should not enter or contact the AHS building prior to the day of their examination)
- understand the expectations of a candidate for examination day
- Review each section of this information booklet so that you understand the requirements for the day, particularly regarding what to bring and what to wear
- Review the information provided about the format of the OSCE and expectation of a candidates conduct during the OSCE
- Review the following resources
 - Midwife standards for practice;
 - Professional standards - Code of conduct for midwives and Code of ethics for midwives;
 - Reference list and any recommended readings
- review the list of examples of potential skills to be examined and utilise appropriate references to review skills as deemed necessary.

On the day of the OSCE

Candidates must:

- adhere to the appropriate dress requirements
- bring photo identification
- arrive on time
- allow enough time for travelling to the OSCE location
- have notified the Ahpra Invigilator of any special considerations they may require during the OSCE (e.g. access to medications or food whilst in the OSCE area)

During the OSCE

Candidates should:

- remember they will be assessed against the expected standard of an Australian graduate entry level midwife
- utilise the two (2) minute reading time to thoroughly and **carefully** read the station instructions
- be prepared for the use of Manikins, Simulated patients, Task trainers and smaller pieces of equipment used to simulate part of a woman or baby in the examination process and ensure you treat them as you would a woman or baby in your care
- remember the OSCE **practical** examination and not a Viva voce (oral / spoken assessment) – do not use words to replace demonstrating clinical skills. Marks/scores for clinical skills demonstration can only be given if they are actually performed.
- listen carefully and adhere to all instructions provided, and
- avoid focusing solely on the completing a task alone, rather consider the clinical scenario as a whole.

Midwifery OSCE Candidate Rules

1. Candidates must maintain confidentiality of the examination content and processes during and after the examination. Candidates must not disclose or discuss with any person any information related to the examination. 'Information' includes (but is not limited to) examination set up, examination process, examination questions, examination answers. 'Disclose or discuss' includes (but is not limited to) reproducing and/or sharing either verbally or written, posting or discussing questions on the internet, social media, and any other online forums. 'Person' includes (but is not limited to) other current or future candidates, colleagues, organisations including those that provide preparatory OSCE programs or similar.
2. Candidates must not sell or attempt to sell any information related to the examination. 'Information' includes (but is not limited to) examination set up, examination process, examination questions, examination answers.
3. Candidates must not copy or reconstruct examination items for any reason whether during or following the examination, using their memory or other's memory of the examination.
4. Candidates must not access unauthorised copies of examination questions and/or scenarios.
5. Candidates must not enter or contact the examination location prior to the day of their examination. Candidates must not walk inside the examination building. On examination day candidates must remain on ground floor and wait until instructed by an Ahpra Invigilator to progress to the examination area. Unauthorised access to the examination venue will be viewed as misconduct.
6. Candidates support people or family members will not be admitted into the examination area, including pre- and post-holding rooms.
7. Candidates must at all times obey and observe all instructions or directions given by the Ahpra Invigilator, Chief examiner, the Ahpra examination coordinator and/or nominees
8. Candidates must provide reasonable assistance to any investigation by the IQNM exam team in relation to a suspected breach of Midwifery OSCE candidate rules or any other investigation that needs to be conducted.
9. During the Midwifery OSCE process candidates must:
 - 9.1. **not** assist other candidates, including taking any action that gives or attempts to give them or another candidate an unfair advantage in the examination
 - 9.2. **not** seek help from any other party in answering items (in person, by phone, text or by email) during the examination (including in breaks)
 - 9.3. **not** allow another person to complete an examination on behalf of a candidate
 - 9.4. **not** induce or assist any other person to present for examination in their place
 - 9.5. **not** present for the examination in another candidate's place.
 - 9.6. **not** write any prompting material on their skin or other objects before or during the OSCE
 - 9.7. **not** act in any way for example nuisance, annoyance or interference, which may impact on the ability of others to complete their examination tasks
 - 9.8. **not** communicate with, or copy from, another candidate during the examination
 - 9.9. **not** possess mobile phones and electronic devices that are capable of storing, receiving or transmitting information or electronic signals, such as recorded music and video players, organisers, dictionaries and computerised watches (including Smart Watches)
 - 9.10. **not** bring unauthorised materials into, or accessing unauthorised materials before and/or during an examination
 - 9.11. **not** bring study material into the examination area

- 9.12. **not** remove any examination materials and/or responses (in any format) from the examination rooms
 - 9.13. leave all documentation required as part of the scenario at the station
 - 9.14. raise their hand if they want to communicate with an Ahpra Invigilator
 - 9.15. exit the station room when instructed to do so
 - 9.16. **not** leave the examination centre until permitted by an Ahpra Invigilator
 - 9.17. **not** bring into or possess in the examination area any drinks or food, except under special circumstances as approved and directed by the IQNM exam team
10. Candidates attending a Midwifery OSCE will be provided with the necessary materials and equipment.
 11. Candidates detected with any device defined in rule 9 must, upon the direction of an Ahpra Invigilator, surrender that device for inspection.
 12. If candidates witness any of the above behaviours, irregular or unprofessional behaviours that are in violation of the Midwifery OSCE Candidate Rules, candidates are required to report such behaviours to the Ahpra Invigilator or the Ahpra IQNM exam team and comply with any follow up investigation. Suspicious behaviours may be reported to Ahpra IQNM exam team by emailing IQNMexams@ahpra.gov.au

In the event Ahpra and/or NMBA determines a candidate has engaged in any of the above behaviour or conduct, candidates may face disciplinary action in accordance with the *IQNM assessment process misconduct policy*.

On Examination day

The Midwifery OSCE Format

The OSCE consists of ten (10) stations, with each OSCE station running for twelve (12) minutes consisting of two (2) minutes reading time and ten (10) minutes performance time.

Exam Station Set up

Women models

The OSCE will use a variety of model types to represent a woman or baby, including, Simulated patients (actors), Manikins, Task trainers or smaller pieces of equipment used to simulate part of a woman.

In stations which involve demonstrating a practical skill, you may find both an actor in the role of the woman and a piece of equipment (Task trainers). In some stations, where there is a role of a baby, Manikins will be used. Candidates should engage with and treat Simulated patients, Manikins and Task trainers as you would a woman or baby in your care.

Care settings

The OSCE stations will be designed in a range of settings such as in a hospital, in a clinic, or in a home / community setting.

Station examiners

An examiner will be in each station, their role in most stations is a strictly observational one in order to mark your performance. Unless explicitly stated in the candidate instructions, examiners will not provide prompts during the OSCE. However, in some OSCE stations the candidate instruction may request the candidate to present their findings to the examiner, in which case candidates will need to address the examiner.

Station Equipment and set-up

Candidates will find each OSCE station set up to simulate a variety of clinical environments and care settings. All documentation and equipment that candidates will be required to use, are those common to Australian healthcare facilities. Candidates should try and complete all tasks, including relevant documentation as set out in the candidate instructions.

If the station requires a candidate to interact with another midwife or health practitioner, there will be another person in the room.

Examples of charts that candidates may be required to be familiar with and complete are as follows:

- [medication charts](#)
- [Maternity observation and response chart](#)
- [Antenatal chart](#)
- [Postnatal chart](#)
- Growth chart
- [Antenatal record](#)
- [Intrapartum record](#)
- [Blood glucose record chart](#)
- [Edinburg Postnatal Depression Scale](#)
- Intravenous order chart

Rooms with Simulated Patients and Manikins

Some stations will include the use of simulated patients or manikins. Examples of how this would be set-up within the station is shown below:



Rooms as Hospital Suites

Some stations may be set-up to reflect that of a hospital suite as shown below:



Rooms as clinics or community settings

Some stations may be set up to reflect a clinic or community setting. The candidate instructions will include detail on the settings for the station.

Equipment specific to the case

Any equipment that is required for candidates to use to complete the station will be located in the room.

The equipment candidates require will be displayed or accessible in the room on a tray, on trolley or shelving unit.

Arrival at the Examination Centre

Candidates should arrive **no more than 30 minutes prior** to the time advised their registration opens.

Candidates **must not** wander around the examination building. On arrival, candidates will see the registration desk and **must** remain on the ground floor near the location of the registration desk.

Candidates must remain on ground floor (note there is a toilet located on the ground floor). Any candidate who is identified as being in another area of the examination centre, without the guidance of an Ahpra Invigilator may breach the IQNM assessment process misconduct policy and be ineligible to undertake the examination.

The preferred entrance for candidates to use on exam day is pictured below:



The registration desk is located immediately inside the above entrance point.

Examination Day Registration

Candidates will be guided by an Ahpra Invigilator to the registration desk, here candidates will be required to provide their photographic ID and will be asked to sign in on the candidate register.



Candidates will also be asked to complete and submit a candidate terms of agreement and a candidate consent for video and audio recording

Candidate Terms of Agreement

As a part of the registration process, candidates will be required to sign a Candidate Terms of Agreement document to declare that:

1. the Midwifery OSCE Candidate Rules have been read and understood,
2. the content of the examination and processes candidates participate in remains confidential, and
3. the candidate will conduct themselves in a professional and ethical manner.

The Candidate Terms of Agreement will be witnessed by an Ahpra invigilator on the day of the examination. Completing Candidate Terms of Agreement prohibits candidates from discussing any information about the OSCE with anyone else, in person, or on any form of social media.

Video and Audio Consent form

Candidates will also be asked to complete a video and audio consent form. The Midwifery OSCE process is fully recorded (both video and audio) that may be used for both educational and research purposes by the IQNM exam team. Some of these uses may include but are not limited to:

- quality assurance of cases, examiners, and candidates,
- examiner and simulated patient training,
- feedback in the development of clinical scenarios, and
- other OSCE related materials or activities.

Video and audio recordings will be retained under strict security and in compliance with relevant Australian legislation. By signing the consent form, candidates are not authorised access to any recordings. Access to recordings can only be granted in accordance with Ahpra policies.

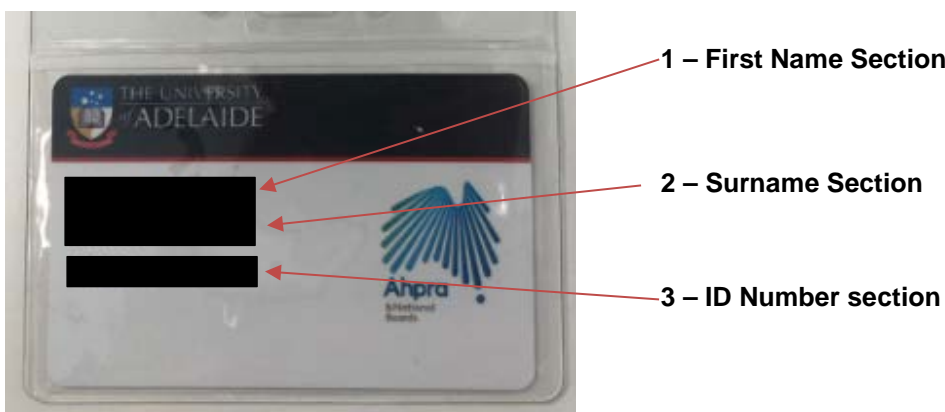
Presentation of Phones, Tablets, Smart watches, and electronic devices.

Candidates will need to present any phones, tablets, smart watches, or electronic items to the Ahpra invigilators at registration which they will place inside an opaque plastic satchel and will seal the satchel in the presence of each candidate. This satchel will either be returned to the candidate for storage, should they have a handbag or backpack, or kept safe by the Ahpra Invigilator and will be released to candidates at the end of the examination only.

Candidate ID Card

At registration candidates will be handed their candidate ID card, this card works to initiate the examination process at each station, as they progress through the examination. The information on the card should be identical to the information included in the booking confirmation letter and the registration form you sign.

If there is any issue with the information provided on the card, please bring this up with the Ahpra Invigilator at registration.



After registration

After all the candidates for the examination session have been registered, or the registration close time has passed; the candidate group will be guided to the candidate waiting room by an Ahpra Invigilator. Candidates will be taken through a short presentation that will include further instructions about the examination and what to expect on the day.

Candidate Examination day experience

Candidate Waiting Room

Prior to the start of the OSCE, candidates will be collected from the candidate waiting room by an Ahpra Invigilator and escorted to the examination area. The Ahpra Invigilator will be wearing an identification badge and will oversee your OSCE (making sure you get from station to station) and are available to help candidates if required during the OSCE.

The Ahpra Invigilator will ask candidates to line up in single file, to move from the candidate waiting room to the examination circuit. This ensures candidates stay in order as they progress through the examination circuit.

Notepads and Notebooks

Candidates will be provided with a notepad or a paper notebook, with their name and IQNM identification details.

These notepads are for candidates to record any notes, should they need to do so during the two (2) minutes of reading time outside of the station. Once inside the room, candidates should utilise the Purple (or medical record folder) within the room to record any relevant details. Below is an example of a medical record folder:



As candidates progress through the examination, they are asked to leave any notes made in relation to the scenario with the examiner as they leave the room.

On the examination circuit

Each room on the examination circuit will be allocated a letter from A-J. Each candidate will be allocated to one of these stations as their starting station. Each station can be identified by the letter as found above the door to each station (see picture below).



As the candidate group are led onto the circuit, the Ahpra invigilator will call out the letters of each station as they pass. Please remain at the station as directed by the Ahpra invigilator, as this is your starting station.



During the examination

Outside each station there will be a chair in front of a small screen.

The screen will be where the candidate instructions for the station will be displayed. Candidates are required to read this information very carefully as it explains what will be required to do in the scenario. This is the critical information needed to complete the station successfully.

Please take a seat, an announcement will be made when candidates are able to sign into the examination system using their ID card. When this announcement is made scan the ID card on the black box next to the screen. It's here that the reading material will be displayed for the station, an example of the screen is included below:



Once the two (2) minutes reading time is finished, candidates will hear a second bell, this signifies candidates may now enter the room and proceed with the station. Doors into each station will be closed, please stand and **slide the door** to the left or right (to open).

There will be a short bell at the eight (8) minute mark, this is to signify that there is now only two (2) minutes of time left to complete the assessment at the station.

At the end of the ten (10) minutes of interaction time, there will be a bell and an announcement to inform candidates that their time for this station has finished, and it is time to move on to the next station. Please do so immediately, ensuring to leave any notes made during the station inside the room with the examiner before exiting.

Upon exiting, candidates should progress directly to the next station. An announcement will be made when they are able to scan onto the next screen for your next set of instructions.

Candidates should note the following:

- if a candidate is unable to complete the station in the allocated time, they will not be able to have any more time. At the ten (10) minute bell candidates **must** stop what they are doing and move to the next station.
- If a candidate finishes a station before the completion of the allocated time (ten (10) minute bell) they **must** remain in the station room until the announcement informing candidates that the time for this station has finished. Candidates must not talk with anyone who is in the room during this time.
- If a candidate finishes a station before the completion of the allocated time (ten (10) minute bell) and **exits** the room, they will not be allowed to re-enter the station room, for any purpose.

Candidate assistance during the OSCE

Candidates that require any help (such as feeling unwell or need to go to the bathroom) during the OSCE or are unable to continue the OSCE, should remain at the door of the station, raise their hand and an Ahpra Invigilator will assist them.

If the candidates are in a station room and unable to continue attempting the station, they should inform the examiner and must remain in the station until changeover time. When the announcement for the end of the station occurs, the candidate should exit the station, raise their hand, and wait to be assisted by an Ahpra Invigilator.

If you can continue the OSCE, you will enter at the station you are scheduled for at that time. This means you may miss a station/s and you will not be able to make up any stations missed.

Candidate behaviour during the OSCE

It is expected that candidates will always behave in a professional manner while you are within the examination centre and during the OSCE, adhering to the NMBA professional standards, which define the practice and behaviour of midwives practising in Australia. These standards include the [Midwife standards for practice](#) and Professional standards - [Code of conduct for midwives](#) and [Code of ethics for midwives](#).

It is recommended that candidates are familiar with these documents prior to attending the OSCE. Adherence to behaviour and conduct in line with the professional standards, will ensure the safety of candidates and the simulated patients during the OSCE.

Candidates that do not conduct themselves in line with the NMBA professional standards and the Midwifery OSCE Candidate Rules may be asked by the Chief examiner, the Ahpra examination coordinator and/or nominee to discontinue what they are doing prior to completion of the examination. Behaviour that may lead to discontinuation of the OSCE includes, but is not limited to, the following:

- the simulated patient feeling unsafe as a result of a candidate's behaviour/actions, or
- the examiner deeming a candidate's behaviour to be unsafe, not professional or not in accordance with the Midwifery OSCE Candidate Rules.

If the candidate has been asked to discontinue the examination for any of the reasons above (or any other reason), they will not be allowed to recommence the examination until further discussion with the Chief examiner and/or the Ahpra examination coordinator and may result in the candidate being removed from the examination altogether.

The simulated patient may also request that candidates do not perform a certain task if they are feeling unsafe in anyway. If this occurs, the Midwifery OSCE examiner will indicate if the candidate is able to continue and complete the station. Candidates will be required to adjust their practice to ensure the simulated patient is no longer feeling unsafe. If the candidate does not adjust their practice, and the simulated patient continues to feel unsafe, the candidate will not be able to continue with the examination.

After the examination has finished

After candidates have progressed through all ten (10) stations and the examination has finished, they will be asked to do the following:

- Leave the pen, notepad/notebook and ID card on the chair located outside the station have just exited
- Follow the Ahpra Invigilator as they lead the candidate group back to the candidate waiting room.
- Listen to the post examination candidate briefing (approx. 5 mins)
- Be prepared to be escorted from the examination centre
- Follow the Ahpra Invigilator as they escort the candidate group from the building.

As candidates exit the building, they may open the satchels and access their personal belongings. However, please note that confidentiality still applies, and no examination related information should be shared with any other person, as stated in the Midwifery OSCE Candidate Rules.

Please note: Some candidates may be held after their examination until all examination session candidates for the day have been registered. Those candidate groups will be provided with water and refreshments during this period.

After the examination

Reporting an incident

Special consideration may be considered where a candidate was unable to attend or complete their scheduled OSCE due to exceptional circumstances beyond their control. Only those candidates who can demonstrate that they have reasons beyond their control are eligible for special consideration.

Examples of exceptional circumstances beyond a candidate's:

- acute illness or injury (such as hospital admission, onset of serious illness)
- loss or bereavement (such as death of close family member)
- hardship or trauma (such as being a victim of crime, severe disruption to domestic life)
- unforeseen call-up for service (such as military service, court appearance, Jury service, emergency service)
- work commitments and circumstances beyond their control (a letter on company/organisation letterhead from an employer confirming this must be provided)
- religious convictions (a letter from a religious leader must accompany the application)
- natural disaster, bomb threat or similar such event necessitating the evacuation of the exam centre.

Candidates must submit a request for special consideration in writing, prior to or within seven (7) calendar days following the scheduled OSCE. Relevant documentary evidence of the exceptional circumstances beyond their control must be included in the request

More information can be found in the Reasonable adjustments and special consideration for examinations policy on the [NMBA IQNM Examination webpage](#).

Marking the OSCE

Each OSCE station is marked by a trained and qualified examiner, using evidence-based assessment criteria aligned specifically to the scenario. Assessment criteria has been mapped to the NMBA Midwife standards for practice and referenced against those listed in the recommended readings section.

The examiner will be marking each candidate's performance during and at the conclusion of the station.

The role of the OSCE examiner is to observe the candidate's performance only and mark accordingly.

Release of results

Results will be released within eight (8) weeks of the examination date taking place. Candidates will receive email communication which will include formal written notification of their result and the next steps they will need to undertake.

Results are not able to be delivered to candidates immediately as they need to be calculated and ratified by the Midwifery Examination Committee Australia before being released to candidates.

Please note: This communication will be sent to the email address given to Ahpra at the point of registering for the OSCE.

Successful Candidates

Candidates who successful in the Midwifery OSCE are able to progress with their IQNM journey and may now apply to Ahpra for registration with the NMBA. In this instance your candidate IQNM dashboard will update to identify your next steps in relation to this process.

Unsuccessful candidates

Resitting the Examination

Candidates who are unsuccessful in the Midwifery OSCE can re-sit the OSCE. Candidates choosing to re-sit the Midwifery OSCE after receiving a failed examination result should:

- Pay another OSCE fee via the IQNM dashboard.
- Receive the Booking Selection email communication from the IQNM exam team.
- If required, submit any reasonable adjustments requests via email: IQNMexams@Ahpra.gov.au to the IQNM exam team for processing
- Confirm the preferred new examination date with the IQNM exam team.
- Receive and review the candidate booking confirmation letter.

Examination Procedural Review

A candidate may apply for a procedural review of their OSCE in the following circumstances:

- the procedural requirements and instructions, as specified in the candidate handbooks provided to candidates, were not followed to a significant extent
- the procedural requirements and instructions, as specified in email correspondence provided to candidates, were not followed to a significant extent
- the candidate's performance was adversely affected by significant deficiencies in the examination procedures beyond the control of the candidate.

The following matters are not reasons for seeking a procedural review:

- disagreement with the standards set by the NMBA for the examination in the candidate handbook
- disagreement with the mark or grade awarded to a candidate for an examination or for any section of the examination, or
- personal or other reasons that impacted on the candidate's ability to undertake or prepare sufficiently for an examination.

The procedural review process may involve three stages: an initial assessment; an internal review; and an external review.

- Candidates must apply for a procedural review within 28 calendar days from the date of being advised of their examination result.
- Candidates must pay the initial assessment fee before the application can be considered.

To apply for an examination procedural review, candidates should email the IQNM exam team and request an application form be provided.

More information regarding [Examination Procedural Review Policy](#) can be found on the NMBA website.

Document history

Approved by: Nursing and Midwifery Board of Australia

Date commenced: October 2021

Next review due: October 2024

Policy history:

| Approval date | Version | Reason for change |
|---------------|---------|--|
| November 2022 | V2.3 | Additional information links provided under suggested reading materials. |
| April 2022 | V2.0 | Additional clarity and instructions provided regarding: <ul style="list-style-type: none">• Midwifery OSCE Candidate Rules• Role of the examiner• Candidate engagement with simulated patients/manikins/task trainers• Candidate engagement with equipment and technology• Candidates to perform clinical skills/tasks not talk about what they would do |
| October 2021 | v1.0 | n/a |