



**FACULTY OF
PUBLIC HEALTH**

**HONG KONG COLLEGE OF
COMMUNITY MEDICINE
& Faculty of Public Health**

*of the Royal Colleges of Physicians of the
United Kingdom*

**DIPLOMATE CONJOINT
EXAMINATION FOR
MEMBERSHIP**

**Candidate Information
Pack**

Monday 3

and

Wednesday 5 March 2025

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Introduction

The Faculty of Public Health (FPH) Diplomate MFPH examination is intended to test candidates' knowledge and understanding of the scientific basis of public health, and their ability to apply their knowledge and skills to the practice of public health. It consists of two papers (Paper I and Paper II).

Both Papers I and II are split into two parts/components A and B (Paper IA, Paper IB, Paper IIA and Paper IIB).

Please note the following:

- Please note that for this sitting, Paper I will be on Monday 3 March and Paper II will be on Wednesday 5 March 2025.
- From March 2025 the exam will be delivered through a number of distributed test centres with in-person invigilation.
- Please see the following page for details about the Formulae Sheet and change in marking rules that were made in March 2023.

[The Diplomate Examination \(DFPH\) - Faculty of Public Health](#)

This pack is designed to provide you with all the information you will need to undertake the Diplomate MFPH examination.

Test centre examinations

Following discussions with registrars, Heads of School, Training Programme Directors and the FPH Board, the Faculty has decided to move away from holding remotely invigilated exams for the Diplomate Exam.

From March 2025, the exam will be delivered through a number of distributed test centres with in-person invigilation. There will be several centres across the UK and one in Hong Kong. Candidates will still be required to use the TestReach platform but without the need to connect to a remote invigilator.

VICTVS are a UK-based global company and are experts in the administration of high-stakes, professional examinations and they currently run all the PLAB exams in the UK on behalf of the GMC.

FPH will have exclusive access to the test centres – or a discrete part of them – to minimise the threat of disturbance from other exams that might be taking place on the same day. The TestReach platform will be used for the exam, but without the need to connect to a remote invigilator.

Familiarising yourself with the online exam canvas

We strongly recommend that you take the Diplomat Exam Functionality Test to ensure you are fully prepared for your exam.

To access this:

1. Copy this address <https://app.testreach.com/system-requirements/> into your browser and download the TestReach app.
2. Log in with the credentials for your chosen stylesheet (please see details below).
3. Username: **fph-check-setup@testreach.com**
4. Password: **fph123!**
5. If you wish to try the dyslexia specific canvas, please use:
Username: fph-check-setup-dyslexia@testreach.com
Password: fph123!
6. Login – please note that the screen menu takes a while to load.
7. Click on the tab 'Take tutorial'

Alternative stylesheet

If you wish to have the dyslexia stylesheet option applied to your account, please email the Exams Co-ordinator. Please note that you **do not** need to apply for a reasonable adjustment to apply this to your account.

FPH Functionality Familiarisation Test

The tutorial includes an introduction to the online exam canvas and how to use it.

Once you have finished the tutorial, you will be able to enter the FPH specific Functionality Familiarisation Test. This can be accessed after Question 14.

Past Diplomat exam questions have been included as example content.

Some points to note:

- There is no attempt limit.
- **Please note that there is no spell check functionality available in the live exam.**
- The exam paper has a set time duration of 2½ hours. Please note that you can re-enter the TestReach tutorial and re-start the Functionality Test as many times as you wish.
- Your answers will not be marked.
- The paper will consist of four questions – one Paper IA question, one Paper IIA question (with a word limit feature enabled) and two Paper IIB questions.
- The Paper IIA question appears with a word count feature enabled (set to 660 words). You can add text in excess of 660 words, but the background will change to red to indicate that you have exceeded the word limit. **In the live exam, examiners will not mark any text after the point where the script exceeds 660 words.**
- The word count feature will also be enabled in the live exam. Please note that this is the only question that has a word count limit. In the live exam this will be on Paper IIA, Question 1.

- The Functionality Familiarisation Test is a tool for you to familiarise yourself with the functionality of the online exam canvas ahead of the live exam. It is not intended to be a mock exam.

If you wish to view the full question and answer, these can be found on the website here:

Question 1: [key-points-examiner-comments-jan17-final.pdf \(fph.org.uk\)](#) – Question 1

Question 2: [new-paper-ii-a-specimen-questions.pdf \(fph.org.uk\)](#) Question 1

Question 3: [Paper IIB Specimen questions - FPH](#) – Specimen Question 1

Question 4: [Paper IIB Specimen questions - FPH](#) – Specimen Question 2a

Further instructions on how to access the Functionality Test can be found here:

[Application form and useful information - Faculty of Public Health](#)

Examination timetable

Please note that you should ensure that you arrive at the test centre, with your valid ID document and exam centre confirmation, **45 minutes** before your exam start time. The invigilator will then take you through the necessary ID checks and briefing ready to start the exam.

Please note that there is one working day between Paper I and Paper II.

Paper I Monday 3 March 2025	Time (HKT)
Paper IA Start time	15.30
Paper IA Finish time	18.00
Paper IB Start time	19.30
Paper IB Finish time	21.10
Paper II Wednesday 5 March 2025	Time (HKT)
Paper IIA Start time	15.30
Paper IIA Finish time	18.00
Paper IIB Start time	19.30
Paper IIB Finish time	21.30

Late arrival

In the event of exceptional issues, you will be permitted to start your exam up to 30 minutes late.

Contact numbers

In case of any issues, please store the following number for VICTVS and FPH on your phone.

VICTVS – (24/7 support) 0113 539 7056

FPH Education Team 44 (0)2036961471, 44 (0) 203 696 1466 or 44 (0) 203 696 1473.

Once the exam is complete, please ensure that you report any technical issues to FPH so that this can be investigated.

Equipment

- Candidates will take the exam on a test centre device.
- The screen size will be a minimum of 17 inches. A separate mouse and keyboard will be provided.
- All desks and IT equipment are cleaned with sanitiser prior to all exams.
- Candidates will be provided with 10 sheets of A4 plain, VICTVS headed paper which will be numbered and assigned to each candidate. Each sheet will be collected at the end of the exam. Should you require more paper during the exam, please raise your hand and another sheet will be provided.
- As paper will be provided, candidates no longer need, or be permitted, to use a whiteboard.
- If candidates wish to use their own ergonomic mouse or keyboard this will need to be approved by the Exams Team in advance of the exam so that the invigilators can be informed.
- Candidates who have arranged this in advance will be able to enter the exam room 15 minutes before the exam start time to set this up. Please note that there may be candidates who have a reasonable adjustment and may have started their exam already so please do this as quietly as possible.
- Foam earplugs can either be brought into the exam or can be provided free of charge at the test centre at the registration desk. No other headphones/earplugs are permitted unless the candidate has prior agreement as part of a formal adjustment request.
- Candidates should bring their own simple, non-scientific, non-programmable calculator for ALL papers. Invigilators will verify that the calculator matches this specification upon entrance to the exam.
- Please note that as timers will be a distraction to other candidates, timers will not be permitted for the in-person exams. A wall clock will be visible to all candidates.

Examples of permitted calculators can be seen here:

[Example 1](#)

[Example 2](#)

Permitted examination room materials

Candidates are only permitted to take the following items into the exam room. All other personal items must be left in the locker provided or the candidate waiting room that will be locked during the exam.

1. A valid ID document.
2. Ergonomic equipment (if approved in advance).
3. Pens, pencils, sharpener, eraser either loose or in a clear, small 15 x 15 cm bag.
4. Highlighters can be used but please be mindful of potential noise distraction to other candidates of opening and closing lids.
5. Water/snacks in clear packaging only (no labels). Please ensure that snacks are nut free in case of any other candidate allergies. Please do not bring any snacks or packaging that could be distracting to other candidates in terms of noise or smell.
6. Candidates should have a non-scientific, non-programmable [calculator](#) for all four papers.
7. Medication in blister packs only (no boxes).

8. Foam ear plugs.
9. Sanitary items in clothes pocket or a clear bag.

Prohibited items

Numbered note paper will be provided to candidates at their desk. Whiteboards are therefore no longer necessary or permitted. Other prohibited items include:

- Any timers.
- Any type of watch (smart watch, digital or analog) or other wearable technology.
- Any phone or other devices unless permitted as part of an approved reasonable adjustment.
- Any resources, books, paper, notes (including English and/or foreign language dictionaries).
- Scientific or programmable calculator.
- Headphones unless permitted as part of an approved reasonable adjustment. This is to maintain exam security.
- Paper or any writing materials.

On the day of the exam

Please note that you should ensure that you arrive at the test centre, with your valid ID document and exam centre confirmation, **45 minutes** before your exam start time. The invigilator will then take you through the necessary ID checks and briefing ready to start the exam.

For the afternoon paper, you will be asked to register and go through the necessary security checks 30 minutes before your exam start time.

You may leave the building or use the breakout area at the test centre during the break between 12.15 and 13.15.

Registration process

1. Identification documents

Please ensure you have one of the following forms of ID ready to show the invigilator when you arrive at the test centre. This must have a valid date. If your ID does not match the name on your application form, please send evidence of the change in your name to the Exams Coordinator in advance of the exam day.

Please have one of the identification documents listed below as proof of identity. It must be original, current and bear a photograph:

- Passport
- UK Immigration and Nationality Department identification document
- Home Office travel document
- Driving licence
- EU identity card
- National identity card (or Hong Kong Identity Card for Hong Kong candidates)

If the name on the identification document is different from that on the exam centre confirmation, original evidence (no photocopies or screenshots) must be provided to show that the candidate is the person named in the exam centre confirmation. FPH will accept:

- A marriage or civil partnership certificate; or
- A declaration from the awarding body which granted the primary medical qualification stating that both names relate to the candidate.
- Confirmation of name change by enrolled deed poll.

If candidates do not bring the documents listed above, or if the identification document does not bear a photograph, they will not be allowed to take the examination. The examination fee will not be refundable under these circumstances.

If you are unable to provide the appropriate ID for your exam, please contact the appropriate exams coordinator.

2. Security checks

Candidates will be asked to:

- remove outerwear, including hats, put hoods down and remove any items that prevent identification taking place.

If candidates do not feel comfortable removing any items covering their face in the registration area, they may request to go to a private room with a gender-specific invigilator.

- show their ears
- pull up their sleeves to show no watches or smart devices
- show their basic calculator
- show any snacks and drinks – these MUST be in completely transparent packaging (no labels)
- show any ergonomic equipment (bringing your own equipment must be approved by FPH in advance)
- pull out front and back pockets if any
- show or request foam earplugs
- place any personal items (including mobile phones) in the locked room or lockers provided.

3. Invigilator briefing

Candidates will be briefed on exam rules and regulations either within the exam room or before entering. This will depend on if there are candidates with reasonable adjustments who have already started the exam in the main room.

Entering the exam room

- Candidates will be called into the exam room approximately 15 minutes before the exam begins.
- You will be allocated a specific desk in advance and the registration staff will tell you which desk to go to when you enter the room.
- Please do not write anything on your note paper until the exam has started.

- The invigilator will instruct you to login (further details to be provided in due course).
- You will then be asked to wait until all candidates are successfully logged in. The invigilator will help you if you have any issues with this.
- At this point the invigilator will read out an exam pin number. Once entered, you will be able to start your exam.
- Please read the instructions on the cover page of the paper. Your exam time will have begun as soon as you are given access to the exam and see the cover page with exam instructions.

During the examination

- A wall clock will be visible to all candidates during the exam. Your individual exam time remaining will also be displayed in the top right-hand corner of the exam canvas.
- Should you wish to ask the invigilator a question, please raise your hand.
- Should you require more note paper, please raise your hand.
- If you have a prior arranged adjustment, you will receive information about this separately.
- If you wish to use the bathroom, please ensure that you ask the invigilator first and wait for their reply. Only one candidate can leave the room at a time so you may need to wait for another candidate to return. The invigilator will escort you to the bathroom area (not the cubicle).
- The invigilator will record all bathroom breaks and time taken for these on the invigilator report and will note any suspicious behavior. Please note that invigilators will also check the washrooms regularly for any materials that may have been placed there.
- Candidates will not be allowed to leave in the first 30 minutes or last 15 minutes of their allocated exam time but can leave at any other point if they wish to finish the exam early.
- There are no plans for fire alarm testing. Should the fire alarm sound during the exam, please leave the building and remain under exam conditions and do not speak to other candidates. If the policy is followed and time allows, the exam will be able to continue.
- Please note that any attempt to capture or record information about the content of the examination during, in advance or after the date of the examination will be deemed as misconduct.

Finishing the examination

- Once the exam time is up as per the clock on your exam screen, this exam will be automatically submitted.
- If you wish to terminate your exam earlier than the allocated end time, please raise your hand.
- At the end of the exam, the invigilator will go to each candidate's desk and count their allocated sheets of paper.
- You will then be permitted to leave the exam. Please leave the room quietly as there may be candidates whose exams are still in progress.

Leaving the examination

- If you feel unwell during the examination, please tell the invigilator immediately.
- If you feel that you cannot continue, please tell the invigilator that you wish to end the exam.
- Please see our [Extenuating Circumstances policy](#) for further information.

Exam FAQs

Please ensure that you have read the [FAQs here](#) before the day of the exam.

Misconduct

Candidates will be asked to agree to a new set of Exam Regulations and a Misconduct Policy before the exam. These documents reflect the change from remote invigilation to distributed test centre delivery.

As questions are now from a closed bank, candidates must not attempt to capture questions or share questions after the exam.

The invigilator may stop any candidate suspected of misconduct and issue a warning during the examination, and if necessary, expel the candidate from the examination. Failing to follow instructions of examiners and invigilators may be grounds for a misconduct issue.

Examples of **minor offences** include:

A minor offence is one that is deemed a low-level exception. Minor infringements may not compromise the test and can be rectified immediately; however, all minor infringements are logged.

- Commencing hand movements that could be interpreted as sign language.
- Behaving in an unsuitable manner to the invigilator, test centre staff or other candidates.

Major offences

A major offence is one that is deemed as misconduct. Candidates would be asked to stop the behaviour immediately and this will be recorded for FPH to review and if necessary, take action on completion of the exam.

- Accessing a scientific or programmable calculator.
- Failing to hand in all pieces of allocated notepaper at the end of the exam or attempting to remove them from the exam centre.
- Reading the questions aloud or talking during the exam other than to the invigilator (unless the candidate is in a separate room and has an agreed adjustment for this).
- Leaving the desk to visit the bathroom without alerting and waiting for confirmation from the invigilator.
- Attempting to conceal items in the bathroom facilities that would give advantage in an examination
- Having on your person any material that would give advantage in an examination once the examination has commenced (this includes electronic communication devices)
- Bringing any items into the exam other those that have been explicitly allowed in the above regulations.
- Attempting to conceal notes on your person, writing on hands/arms etc.
- Writing on any material other than the note paper given to you by the invigilator.
- Accessing (or trying to access) another site / document online or offline.
- Capturing or attempting to capture exam content – for example, taking a screenshot, taking a photo of the screen with another device, copying questions down, reading aloud, recording these on another device. This list is not exhaustive.

- Refusing to follow the instructions given by invigilators or examinations staff concerning the conduct of, and procedure for, the examination. This list is not exhaustive.
- Repetition of minor infringements.

Candidates committing these offences or any other activity that may be deemed to constitute professional or academic misconduct will be reported to examination officers and the FPH Education and Training Department. All incidences will be investigated in accordance with the FPH Examinations Misconduct Policy and Procedure, and if found to have engaged in misconduct candidates may have their examination result declared invalid and their name reported to their professional regulatory authority, and (if on a UK training scheme) to that training scheme as well.

Withdrawing from the examination

Candidates withdrawing from an examination after the closing date and up to one week before the examination will normally be charged 50% of the fee.

- No refund will be made to candidates withdrawing within seven days of the examination.
- No refund will be made to candidates without written notice of intention to withdraw.
- A greater refund may be granted at the discretion of the Academic Registrar under exceptional circumstances.
- Any candidate who holds a banked paper and withdraws can apply to retain their banked paper. This can be granted at the discretion of the Academic Registrar.

Please see the [FPH Withdrawal Policy](#) here.

Extenuating Circumstances

Please note that this policy is currently being updated and a revised version will be available soon.

Candidates may complete the Extenuating Circumstances Form to inform FPH of serious circumstances that occurred on the date of the Diplomate Examination and that have adversely affected their examination performance. This information will be made available to the relevant Chair of Examiners.

Please note, marks/results will not be altered to reflect individual circumstances. The only available outcome as a result of a successful submission is that the attempt can be discounted. Please note the record of the sitting will not be deleted.

It is the candidate's responsibility to complete and return this form to arrive at the FPH no later than **three working days** after the examination date.

Types of circumstances that the Faculty may consider to be serious include:

- The death or critical illness of a dependent or close relative on the day of the examination
- A severely debilitating illness/accident that strikes on the day of the examination.
- A serious deterioration of a long-standing illness on the day of the examination

Circumstances that would be considered ineligible:

- Late arrival to the examination
- English as a second language
- Long standing illness which was unchanged on the day of the examination

- Existing conditions/disabilities for which modifications are required but which were not notified to FPH ahead of time.

Notification of results

Notification of examination results will be sent **by email to the email address given on the application form** on Tuesday 6 May 2025.

A pass list and results summary will be published on the FPH website in the following week. **Examination results will not be given over the telephone and** are not posted at the Faculty premises.

Candidates who have passed the examination will have their names passed to the Membership Department of the Faculty for election to Diplomate Membership.

Results of candidates on the Training Scheme will be sent to the relevant Training Programme Director.

Please note that it is not possible to apply for the Final Membership Exam until you have received your letter of results confirming that you have passed the Diplomate Exam.

In general, it is recommended that registrars on an approved training programme sit the Final Membership Exam with at least two years (whole time equivalent) of training remaining. This usually happens about six to twelve months after passing the Diplomate examination. Registrars working less than full-time should discuss the timing of the examination with their Training Programme Director and Educational Supervisor.

Once the Diplomate examination (DFPH) has been passed, no candidate will be permitted more than seven years to pass the Final Membership examination (MFPH). The seven-year validity period will be calculated from the date that a candidate passes the DFPH examination. Should a candidate fail to achieve a Final Membership examination (MFPH) pass within the seven-year limit, they will be required to take the Diplomate examination (DFPH) again.

Feedback

Examiners' comments will be posted on the website following each exam sitting. Candidates will not receive detailed individual feedback.

General advice to candidates from examiners

Examination preparation

You are advised to practise writing exam papers under exam conditions including timing yourself taking a past paper and practising typed answers.

As always, in preparing for this exam, candidates are advised to ensure they can define common terminology and concepts from all parts of the syllabus, practice their examination skills, and be able to apply their knowledge and skills in a public health context. The latter is particularly important for Paper IIA, where being able to synthesise the key issues raised by a research paper and being able to identify and communicate key public health messages (often beyond those narrowly described by the paper's authors) to a variety of audiences, is required for a pass.

Sitting the exam for (or beyond for those with extra time) 2.5 hours is tiring both mentally and physically. It is well worth preparing for that through timed practice exam opportunities (either formal or informal).

Specimen questions can be found here:

[The Diplomat examination \(DFPH\) Preparation - Faculty of Public Health](#)

Taking the examination

You are advised to read the questions carefully and follow the instructions. The number of parts to the question will be listed at the beginning of each question. **Please ensure you scroll down to view all parts of the question.**

Answer all the questions. Where marks are divided across questions these provide an indication of how you should divide your time in answering the questions.

Please note that you will not be penalised for writing out formulae rather than using symbols. The examiner will mark what you've written regardless of format as long as it is possible to follow your working and understand what has been done.

Please note that Paper IA contains questions 1-6. Paper IB starts at Question 7.

Expectations and characteristics of good answers:

Examiners look for clarity, brevity, focus, structure, an appropriate use of technical terms, avoidance of irrelevant material, and a suitable level of neatness.

Candidates need to show an understanding of key public health principles, demonstrate that they can apply them to a problem and give answers that are framed from a public health perspective.

Candidates are expected to demonstrate evidence of public health knowledge, applied with care and where necessary show an ability to make connections across narrow subject areas. An answer is unlikely to require simply a statement of facts or definitions (although this may form part of an answer), nor should an answer include material irrelevant to the question.

Some questions require evidence that candidates demonstrate knowledge of 'real life' public health practice, rather than an abstract discussion of the concepts.

A good answer will have logical order and an appropriate structure, framework or headings; judicious use of bullet points where appropriate can be helpful, although the expectation is that the bullet points will contain explanatory sentences not single words. Candidates should be able to present facts and other material in an accessible, clear and logical way. Examiners need to see evidence that the candidate understands and can illustrate all aspects of the question in their answer.

Characteristics of poor-quality answers:

Inappropriate answers: writing information that has not been asked for in the question, even if the information itself is factually correct, will not gain credit.

Lack of focus: candidates who use a ‘scattergun’ approach that is, using a well-rehearsed general answer to a specific question, will not gain credit for relevant key points they happen to mention along with other material which is irrelevant to the question asked.

Paper IIA and word limit for Question 1

There is a word count limit for your response to question 1 for Paper IIA. Examiners will stop marking if the word count is exceeded by more than 10% (i.e., 660 words).

The online exam answer pad has a word count limit for Paper IIA, Question 1. Please note that when you exceed 660 words, the background will turn red. The exam canvas will allow you to write over the limit (to allow you to write more before editing your answer) but please note that examiners will not mark text over 660 words.

Please ensure you do not enter your name anywhere in your answer.

Examiners’ comments and Specialty Registrars’ feedback

Previous feedback from the Specialty Registrars’ Committee and the letter of response from the Diplomate Exam Chair of Examiners can be found [here](#). Examiners’ comments can also be found in the same [location](#).

Advice on preparing for the Diplomate Exam from the winner of January 2018 Michael O’Brien prize:

<https://betterhealthforall.org/2018/06/06/advice-on-preparing-for-part-a-from-the-winner-of-this-years-michael-obrien-prize/>

Communications before the exam

Please note that the Exams Coordinator will send a reminder email to candidates the week before the exam and the last working day before the exam. These emails will include important reminders and any new updates so please look out for this in your email.

We hope you have found this guide useful but please do not hesitate to contact FPH at educ@fph.org.uk if you have any queries.

**With best of luck for the exam.
The FPH Exams Team**