

RACGP's Key Feature Problem (KFP) and Applied Knowledge Test (AKT): Frequently asked questions (FAQs)

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On 6 August 2020, we announced RACGP's decision to proceed with a remote proctored delivery model for the 2020.2 KFP and AKT exams. Previously, the assessments were delivered within test centres, and candidates were required to travel to a test centre to sit their exam. This change has been driven by the RACGP's response to COVID-19, and the need to protect the community and medical workforce from further risk of transmission.

General (exam dates, enrolment, delivery model)

When will I be able to enrol in the exams?

Enrolments for the 2020.2 KFP and AKT have now closed.

Where can I check the exam dates?

The latest exam dates are always available on the [exam enrolment page](#).

Will the 2020.2 KFP and AKT in October be different to the originally scheduled exams?

The exam format for the remote delivery will be the same as the KFP and AKT originally scheduled to run in test centres in July. For further information on each exam, including format, preparation, development, standard setting and results, refer to the [RACGP Examinations Guide](#).

How will COVID-19 change upcoming Fellowship examination content?

COVID-19 has significantly altered current clinical practice. However, the Fellowship examinations are preparing candidates for not just being good GPs today, but also ensuring that they have the skills required to be competent GPs post COVID-19 pandemic. Thus, it remains important that candidates retain appropriate skills in activities that may not be occurring currently, such as managing fever in a returned traveller, travel safety appropriate vaccinations etc.

Where appropriate, each question text will clearly state whether COVID-19 has been excluded or not. If it is stated that COVID-19 has been excluded then when providing an appropriate response you do NOT need to further consider COVID-19 as part of any further component of the question.

What happens if COVID-19 restrictions are ongoing?

Due to the current COVID-19 pandemic and the need to remain agile in a changing environment, the RACGP has been working hard to find a safe and secure delivery solution that ensures the health and safety of exam candidates and staff, as well as the communities they serve. We want to ensure the exams can go ahead in October 2020, even if social distancing and travel restrictions are in place, so that candidates have the opportunity to progress in their training without further delays. All candidates can access the exams regardless of their geographic location or personal medical status (which may be impacted by COVID-19). The new delivery model ensures we are able to meet these requirements.

What does the new delivery model mean?

The alternative delivery model means candidates will sit their exam in a place of their choosing, such as their home, workplace or another suitable venue. This model eliminates the need to travel and significantly reduces time away from home and work for those in rural and remote locations. This model will ensure that all candidates get a fair assessment experience and are not exposed to unnecessary risk or difficulty.

Will this delivery model be run more than once?

At this stage, there has been no decision made as to what will happen for future exams.

What is remote proctoring?

Candidates will be monitored remotely by a person (the proctor) in another location. The proctor will invigilate the exam remotely and ensure integrity is maintained for the duration of the session. If a candidate is alleged to have violated the assessment rules, it may be reviewed under the [RACGP Academic Misconduct Policy](#).

Pre-exam and exam day

Will there be a practice exam? How will this run?

Yes. As in previous years, we will be offering a free practice exam, leading up to the exam. The practice exam introduces the style and structure of the questions you are likely to encounter in the KFP and AKT exams. The practice exam also familiarises you with the exam delivery platform. All KFP and AKT enrolled candidates will receive an email that will include details on how to access the practice exam, including their username and password.

What is the trial proctored exam? Do I need to register for a session?

We are offering a free trial proctored exam, which will be delivered using the same proctoring technology used for the actual KFP and AKT exams. Sitting the trial proctored exam will allow you to test your equipment and network under the exam day conditions, familiarise yourself with the exam platform, experience live proctoring and feel comfortable sitting your exam remotely. The trial proctored exam content will be different to the practice exam content.

All KFP and AKT enrolled candidates will receive an email that will include details on how to register for a session. For the trial proctored exam, after you register for a session, you will be emailed a confirmation that will confirm your session date and time.

What are the benefits of the practice exam and trial proctored exam?

It is highly recommended that you complete both the practice exam and trial proctored exam. This will assist with your preparation and provide insight of what to expect on exam day.

Practice exam	Trial proctored exam
1. Free practice exam	1. Free trial proctored exam
2. Flexibility to sit the practice exam at a time that suits you	2. Experience a remote proctored delivery model and the candidate journey prior to exam day
3. Different content will be provided for the practice exam and trial proctored exam. This will give you the opportunity to familiarise yourself with the exam format	3. Different content will be provided for the practice exam and trial proctored exam. This will give you the opportunity to familiarise yourself with the exam format
4. Presented in the exact same online format as the actual exam	4. Presented in the exact same online format as the actual exam with the proctoring component
5. Timed with half the allocated time and questions of the actual exam. This allows you to measure your progress and preparation for the actual exam	5. Timed with half the allocated time and questions of the actual exam. This allows you to measure your progress and preparation for the actual exam
6. The practice exam is designed to help you understand the exam format and how to approach the questions	6. Opportunity to test your equipment and network prior to exam day
	7. Ensure your remote environment is suitable for exam day

When will I receive my session details for exam day?

All KFP and AKT enrolled candidates will be notified of these details approximately four weeks prior to the exam. This email will also include important information for exam day including exam rules and allowances.

What are the minimum technical and network requirements?

In order to sit the exam, you must provide your own equipment and meet a set of minimum technical, system and network requirements as detailed in the table below. Your computer must have a webcam (internal or external) and a microphone, and these must be enabled and working well for the entire exam. You will need a high-speed internet connection and Windows or Apple operating system. You will need to use Google Chrome (version 81+) as your browser. Please update your browser to the latest version.

The minimum and recommended system requirements are outlined below:

Type	Minimum	Recommended
Web camera (integrated or external)	640x480 VGA resolution	1280x720 resolution
PC machine	Windows 7	Windows 7 +
Mac machine	OS X 10.15	OS X 10.15 +
Compatible browsers	Google Chrome (required: Version 81 +)	
Internet upload speed	3 Mbps	3 Mbps
Internet download speed	4 Mbps	5Mbps
Processor	Intel Pentium 3	Intel Pentium 3
RAM	1024 MB	2 GB
Free disk space	20 GB	20 GB
Screen size	1360 x 768	1360 x 768

Additional Requirements

- Functioning microphone (Integrated or External)
- Cookies must be enabled in the browser
- One screen/monitor. If you have two or more screens/monitors you will need to disconnect all but one – the simplest way to do this is by unplugging the additional screens/monitors.

The following are not supported:

- Google Chromebooks
- Tablets (Nexus, iPad, Tab, Note, etc.)
- Linux operating systems
- Windows 10 in S mode or Surface RT

How do I download Google Chrome (version 81+) or check I have the latest version?

If you do not have the Google Chrome browser installed on your computer, follow the link to download and install:
https://www.google.com.au/intl/en_au/chrome/

If you already have the Google Chrome browser installed, please refer to the steps below to update it to the latest version.

1. Click on the 3 dots  located in the browser's top right corner.
2. Click on "Help" and "About Google Chrome"
3. Detect later version and **Update**

How do I test my system readiness?

Prior to sitting the trial proctored exam and the actual exam, you are required to log in to test your system readiness. The technical readiness check is a wizard that runs a series of automated checks on your system based on the technical requirements listed above, and steps you through fixing any identified issues prior to sitting your exam. The check must be undertaken on the computer and network you will be using for the trial proctored exam and the actual exam. If your system changes, the check must be undertaken again.

All KFP and AKT enrolled candidates will receive an email which will include details on how to access and complete the technical readiness check.

What are the location requirements? How can I make sure I pick the right location?

You must have a private room to sit the exam under exam conditions. This means a room where you cannot speak to anyone else or be spoken to; nobody else can see your screen or read the questions; and you cannot access any material such as reference texts, notes, or websites other than what is directly required for the exam. Your room, including the walls must be uncluttered, clear of any writing and as tidy as possible. The lighting in the room must be 'daylight' bright, and a sole source of light should not be behind you.

During the pre-exam verification process, you will be required to show the proctor the four walls of your room and your desk space (clear of any materials and notes) using your webcam. However, if you are using a device with an integrated camera and cannot show a 360 degree sweep of your room, you can use your mobile phone to record the sweep and immediately play the recording back to the proctor.

It is vital for you to select your exam location and room carefully. You are responsible for any interruptions or distractions, ergonomic set-up and any other risks or difficulties which may arise in your space. It's important to think about whether you will have more privacy at home, your practice or an alternative location. Any arrangement made by you to sit the exam at a suitable location other than your home or workplace is at your discretion. The RACGP is not responsible for the arrangements you make and cannot assist you to identify a suitable location to sit your exam, or speak with any person or representative at your preferred location to advise on its suitability. It is your responsibility to ensure the location you choose meets the exam requirements. You are not required to advise the RACGP of your choice in location.

These requirements are the same for the trial proctored exam and exam day.

How will technical issues be managed?

Any technical issues experienced will be managed by your proctor and/or the dedicated technical support team, who will be in communication with you via live chat, audio and/or your mobile phone. We understand technological and/or connection issues can arise when using online platforms and some candidates will not be as comfortable managing these incidents during the exam. Therefore, you will be able to nominate a technical support person for the exam.

These requirements are the same for the trial proctored exam and exam day.

What are the requirements for the technical support person?

The support person:

- Must be aged 18 or over and have photographic, government-issued ID (passport, driver's licence, or similar) and not be a medical practitioner.
- Should stay outside of the room during the exam unless connection or technical support is needed.
- Is not an invigilator and is not responsible for your conduct during the exam and will not play any role in delivering the exam.
- Is only there to help should you have technical or connection issues.
- Must not help you with the content of the exam in any way.

Should your support person need to enter the room, you must advise the proctor of this beforehand. The support person will need to identify themselves to the proctor (via your webcam) with photographic ID if they enter the room during the exam. You must stay in camera view while your support person assists you. You are responsible for maintaining the confidentiality of the exam questions on the day, so you must take reasonable steps to ensure your support person does not see the content of the exam on your computer screen.

These requirements are the same for the trial proctored exam and exam day.

What if I need to change my exam location after testing my equipment and network requirements?

You will need to test the functionality in the new location to ensure the minimum technical and network requirements are met prior to the exam. This process can be completed as many times as required.

These requirements are the same for the trial proctored exam and exam day.

What are the consequences if I do not test my equipment and network prior to exam day or sit the exam at a location that does not meet the minimum requirements?

Failure to test the technical and network requirements resulting in technical issues on exam day that cannot be resolved by reasonable attempt of the proctor and/or technical support team may lead to you not being able to complete your exam, with no further recourse able to be provided on the day. Should this occur, in accordance with the [Fellowship Exams Candidate Handbook Policy](#), you will be able to complete and submit an [incident report form](#) within two business days of the exam. If compensation is deemed appropriate, this will be administered in the form of a reduced enrolment fee in a subsequent attempt in the same exam segment (if applicable). Compensation cannot extend to the re-marking of an exam or an adjustment to an exam result.

Note: Due to the change in the delivery method for 2020.2 KFP and AKT, some aspects of the Fellowship Exams Candidate Handbook may not be relevant and/or may be varied.