

**MEDICAL AND DENTAL  
COUNCIL**



**REGISTRATION  
EXAMINATION  
FOR  
FOREIGN TRAINED DOCTORS**

## REGISTRATION EXAMINATION FOR FOREIGN TRAINED DOCTORS

### **INTRODUCTION**

READ THESE NOTES CAREFULLY BEFORE COMPLETING YOUR APPLICATION FORM.

#### **Purpose of the REGISTRATION EXAMINATION**

1. Before granting certificate to an overseas-qualified doctor, the GMDC must be certain that the doctor has the knowledge of English and the professional knowledge and abilities necessary for medical and dental practice in Ghana. A foreign trained doctor must therefore satisfy the GMDC that he or she has the ordinary skills, knowledge and abilities of a practitioner by passing the Councils' examinations. Section 20 (3) of NRCDC 91 (1972) enjoins the GMDC "to direct any person to undergo such examinations as it deems necessary prior to registration under this Decree".
2. Please note that passing the examinations only grants you the permission to practice in Ghana. It does not guarantee you the offer of a job.
3. Information on job opportunities can be obtained from:

Director of Human Resources for Health Development  
Ministry of Health,  
P.O. Box M44  
Accra.

Tel/Fax 233 021 674393  
E-mail: yawantwib@yahoo.com

#### **Level of the REGISTRATION EXAMINATION**

4. The Court of Examiners defines the standard required to pass the examinations in the following terms:

*“A candidate must obtain 50% total marks and 50% in the problem solving section. In other words the candidate must obtain 50% of the total marks.50% each in two (2) parts including the problem solving part. ”*

#### **Qualification and experience**

5. Before admissions into the examinations, candidates will have:-
  - a. completed medical/dental school and yet to do internship or

- b. completed internship in medical officer category
  - c. Specialist qualification
6. Specialists must hold registerable additional medical/dental Qualifications.

### **Evidence of medical qualification**

7. You will be required to provide proof of your qualification when submitting your registration form. Candidates will also be asked to provide clear evidence of their primary medical qualification. This should take the form of:

- a. a certificate from that university or other body, which granted you primary medical/dental qualification stating the date on which the certificate was granted.
- b. a certificate from that university or body, with appropriate dates, that you have completed your course of study and that you are eligible to receive the qualification.

Note that all certificates should bear the university's stamp, insignia or evidence of authenticity and should be signed by a person whose name and official position are clearly identified.

### **Translation**

6. Any document, which is not in English, must be accompanied by a translation, certified in English as authentic by an official/recognised translator. The translation must be of the original version.

### **Description of the REGISTRATION EXAMINATION**

7. General Practitioners category consists of four (4) components;
- a. English Language
  - b. Multiple Choice Questions
  - c. Problem Solving questions
  - d. Oral Examination

Please refer to Appendix A for details.

8. REGISTRATION for Specialist Practitioners involves an oral examination and an English examination.

### **Exemptions**

10. The following may be granted exemptions from taking the REGISTRATION EXAMINATION:

- a. Specialists from the West African Sub-region holding the West Africa Postgraduate College certificates.
- b. Practitioners engaged by teaching hospitals.
- c. Candidates who apply for limited registration to work for three (3) months or less.

11. All categories of candidates who qualify for exemptions must demonstrate knowledge of the English Language. Candidates must have at least a pass in GCE/SSCE English Language or provide documentary evidence of any approved English Language examination taken

### **Preparing for the REGISTRATION EXAMINATION**

12. The Council introduces practitioners to accredited institutions for Orientation Programmes. These programmes are currently free of charge. However, they may attract a fee in future.

## **APPLYING FOR THE EXAMINATIONS**

### **Application forms**

13. Application forms are inserted at the back page of the Information Booklet. After completing and returning the form, keep the booklet for reference.

14. You will normally apply for entry into REGISTRATION EXAMINATION under the name on your certificate or other evidence of qualification. If you apply to be registered under a name that is different from what is on your certificate or other evidence of qualification, you must provide proof to that effect. The following documentary evidence will be accepted:

- a. a certificate from the university or other approved body, which granted your primary medical qualification confirming that you are one and the same person to whom the qualification is awarded. The name under which you graduated and the different name by which you now wish to be known must be shown in full, or
- b. a marriage certificate, as evidence of a change of name due to marriage.

### **Fees**

15. The fee for General Medical/Dental practitioners is GH¢350 (three fifty Ghana cedis). Fees may be paid in cash at the office of MDC. Fees paid in the form of cheque must be paid to the GMDC. All fees paid to the Council are to be receipted.

### **Submitting your form**

16. You may submit your form in person or by EMS to the Registrar, GMDC. Once your form has been accepted and processed, we will send you an admission letter of entry into the examinations.

17. No form will be accepted after the closing date.

### **Dates and locations**

18. All examinations are taken only in Ghana. Three examinations are held each year. Examinations are held on the last Saturdays of February, June and October. Details of venue and time will be stated in the admission letter into the examinations.

### **Cancellation by candidates**

19. A candidate who wishes to withdraw from the examination must notify the GMDC 28 days prior to the examination date.

20. Candidates who cancel REGISTRATION EXAMINATION will be charged cancellation fees of 20% of the registration fee, deductible from the registration fee, with the balance being refunded to the candidate. A candidate whose notice of cancellation is received less than 28 days prior to the examination shall forfeit the whole examination fee.

### **Postponement, cancellation or invalidation of results**

21. If exceptional circumstances oblige the GMDC to postpone or cancel examinations or invalidate the results of examinations, candidates will enter for another examination at the cost of the GMDC, but the council will not be liable for any other cost.

### **Marking of examination and notification of results**

22. Experts from various medical and dental specialties will mark candidates' examination papers in Ghana.

23. Each candidate's paper will be marked independently by a number of examiners, working as part of a marking panel. Where appropriate (for example, where there remains an unresolved difference of opinion between the original examiners), a more senior examiner will mark the paper and finalise the grade.

24. Results of examinations will be made available five days after the examinations. Candidates are advised to call at the office of the GMDC for their results. Results will only be mailed to candidates upon request.

### **Failure**

25. A candidate who has failed his or her examination may make only three further attempts. A candidate who fails the third attempt will be advised to enroll in a medical school in Ghana for a year before a fourth and final attempt.

26. A candidate who has failed the first and or second attempts will be issued an attachment letter to an approved medical institution to upgrade his or her knowledge before entry for the subsequent examination. A comprehensive report on the candidate will be required from the institution after the orientation programme before a third attempt is made.

27. A candidate who fails to submit a report on the orientation shall not be allowed to take the subsequent examination.

28. PLEASE, IN CASE OF ANY DOUBT CONTACT THE REGISTRAR OF THE GMDC.

Tel Nos.: 661606 / 661620

Fax: 661626

## APPENDIX A

### 1. General Medical Practitioners examinations

This examination consists of three written parts and one oral part. It is designed to test knowledge of English and factual medical knowledge and understanding. The structure and content are described below:

#### a. Multiple Choice Question Examination

This examination tests knowledge in basic sciences and clinical medicine. It consists of 50 questions and lasts for one hour. Candidates are required to choose one right answer out of five options.

#### b. Problem Solving Questions

This examination covers the main branches of medicine: Medicine, Surgery, Paediatrics, Obstetrics and Gynaecology, and Community/Public Health. It is designed to assess the candidate's ability to apply professional knowledge in a variety of clinical situations. Candidates are expected normally to answer a total of 20 questions.

#### c. English Language

This examination is designed to test your knowledge in English. It lasts for one hour and consists of comprehension, grammar, Lexis and structure. You will also be given words to form sentences.

#### d. Oral Questions

This test lasts for only 15 minutes and covers the five disciplines of medicine.

## 2. Specialist Examination

### a. Oral Examination

The content of this examination has 80% of questions and time allotted to your field of specialty, and 20% of question time allotted to General Medical practice. It lasts for one hour and aims at testing your clinical and communicative skills. It is designed so that an examiner can observe you putting these skills into practice.

### b. English Language

This part of the examination involves written questions and is designed to test your knowledge in English. It lasts for one hour and consists of comprehension, grammar, Lexis and structure. You will also be given words to form sentences.

*You may contact the MDC Secretariat for samples of past examination questions at a small fee.*