

Dear exam candidate,

This year's College of Family Physicians of Canada (CFPC) written-only certification examination runs from October 13th to 16th. The examination is 4.5 hours in length, including a 15-minute computer-based orientation and an optional 15-minute break.

All candidates registered for this exam have already chosen where and when in the exam window they wish to take the exam.

Approximately 88 per cent of individuals registered for the October 2020 examination have opted for an exam experience at a Prometric test site. At the site, candidates must follow all COVID-19 required safety procedures in place, including wearing a non-medical mask during the entire exam.

The remaining individuals registered have opted to take the exam on their own computer in their own space via the remote proctoring option using Prometric's ProProctor application. You can find details about requirements for this option on the CFPC website under [FAQs About Remotely Proctored Exams](#).

The number of the novel coronavirus-19 cases is rising significantly across Canada. Some jurisdictions are imposing stricter physical distancing rules and allowing only small gatherings of individuals.

The CFPC must follow all government directives on physical distancing and size of gatherings in each community as they are issued. The CFPC has very limited capacity to book more seats in test centres over different days—these potential seats are already taken by other organizations that may also be forced to test fewer people at a time. There are no large blocks of empty seats to allow for in-test-centre administration outside of our current window. (Our examination slots are booked far in advance; for context, we are already working on our 2022 seating requirements.)

Should the COVID-19 pandemic force some candidates to be unable to sit their exams as scheduled, the CFPC will work with candidates to find a solution. This could include switching to remote proctoring or possibly some alternate time slots.

Registered candidates may change their exam delivery option up to two days prior to the sitting of the exam, but less favourable times are available the closer a change is made to the exam delivery. Test centres offer morning and afternoon testing slots; some centres offer evening testing slots. Remote proctoring time slot options are available essentially all day, evening, and night.

All candidates, regardless of their format choice, must go through a security check-in process before starting their exam, and after taking a break.

Scheduling, including if changes are made by the candidate, is on a first-come, first-served basis. The examination is proctored by a live person—either at test centres or

through the remote proctoring application—thereby requiring a predefined time slot to be chosen.

Sincerely,
Brent Kvern, MD, CCFP, FCFP
Director, Certification and Examinations

Distribution:

- All registered candidates
- cc Postgraduate Program Directors
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