



# **MEDICAL AND DENTAL COUNCIL**

**REGISTRATION  
EXAMINATION  
FOR  
FOREIGN TRAINED DOCTORS**

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**INTRODUCTION**

READ THESE NOTES CAREFULLY BEFORE COMPLETING YOUR APPLICATION FORM.

**1. Purpose of the Registration Examination**

Before granting certificate to a foreign trained doctor, the Medical and Dental Council, Ghana (MDCG) must be certain that the doctor has knowledge of English, the professional knowledge and abilities necessary for medical and dental practice in Ghana. A foreign trained doctor, must therefore, satisfy the MDCG that he or she has the ordinary skills, knowledge and abilities of a practitioner by passing Council's examinations. Section 20 (3) of NRCDC 91 (1972) enjoins the MDCG "to direct any persons to undergo such examinations as it deems necessary prior to registration under this decree".

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

Information on job opportunities can be obtained from:

Director, Human Resource for Health Development  
Ministry of Health  
P.O. Box M44  
Accra  
Tel/Fax: +233 302 674393/ 684250

**2. Level of the Registration Examination**

The Council through the Court of Examiners defines the standard required to pass the examinations in the following terms:

*"A candidate must obtain 50% of the total mark. In addition obtain 50% of the combination of the Multiple Choice Questions (MCQ) and Problem Solving components of the examination".*

### **3. Qualification and Experience**

Before admission into the examinations, candidates will have:-

- a. completed medical/dental school and yet to do internship or
- b. completed internship in medical/dental officer category
- c. Specialist qualification

Specialists must hold registerable additional medical/dental Qualifications.

### **4. Evidence of medical Qualification**

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/dental 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.

### **5. Translation**

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.

### **6. Description of the Registration Examination**

- a. GENERAL PRACTITIONERS category consists of four (4) components:
  - i. English Language
  - ii. Multiple Choice Questions (MCQ)
  - iii. Problem Solving Questions
  - iv. Oral Examination

Please refer to Appendix A for details.

- b. REGISTRATION for Specialist Practitioners involves Oral and English examinations.
- c. SPECIAL EXAMINATION: Ghanaians, aged 65 years and above takes a special examination. It involves an oral examination only.

## 7. Exemptions

- a. The following may be granted exemptions from taking the REGISTRATION EXAMINATION:
  - i. Specialists holding certificates from the West African Postgraduate Colleges
  - ii. Practitioners engaged by Medical/Dental Schools
  - iii. Candidates who apply for limited registration for three (3) months or less.
- b. All categories of candidates who qualify for exemptions must demonstrate knowledge of the English Language. Candidates must have at least a pass in GCE/SSSCE English Language or provide documentary evidence of any English Language examination(s) taken approved by Council.

## 8. Preparing for the Registration Examination

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

### 1. Application Forms

- a. Application forms are inserted at the back page of the information Booklet. After completing and returning the form, keep the booklet for reference.
- b. 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:

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

## **2. Fees**

Information on the current fee can be obtained from the Council Secretariate. A fee paid is neither refundable nor transfereable. Fees paid in the form of cheque must be paid to the MDCG. All fees paid to the Council are to be receipted.

## **3. Submitting your Form**

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

No form will be accepted after the closing date.

## **4. Dates and Locations**

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

## **5. Cancellation by Candidates**

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

## **6. Postponement, Cancellation or Invalidation of Results**

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



## **7. Marking of Examinations and Notification of Results**

- a. Experts from various medical and dental specialties will mark candidates' examination papers in Ghana.
- b. 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.
- c. Results of examinations will be made available within two weeks after the examination. Candidates are advised to call at the office of the MDCG for their results. Results will only be mailed to candidates on request and after payment of courier fees.
- d. Results of a particular examination become null and void after the next examination. Practitioners are, therefore, advised to complete the registration formalities and be dully registered before subsequent examinations.

## **8. Failure**

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 /dental school in Ghana for a year before a fourth and final attempt.

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

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

PLEASE, IN CASE OF ANY DOUBT CONTACT THE  
REGISTRAR OF THE MDCG.

Tel Nos.: +233 302 661606 / 661620

Fax: +233 302 661626

## APPENDIX A

### 1. **General Medical and Dental Practitioners Examinations**

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

#### a. **Multiple Choice Question (MCQ) Component**

This examination tests knowledge in basic sciences and clinical medicine. It consists of 120 questions and lasts for 2 hours. Twenty (20) questions per discipline (Obst./Gynae, Medicine, Paediatrics, Surgery, Community Health, Family Medicine). Candidates are required to choose one right answer out of five options.

#### b. **Problem Solving Component**

This examination covers the six disciplines mentioned in (a). 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 30 maximum of 4 sub-questions.

#### c. **Dental MCQ and Problem Solving Components**

This examination has 120 MCQ written over 2 hours. Twenty (20) questions for each sub-speciality (Oral and Maxillofacial, Restorative Dentistry, Oral Medicine, Oral Pathology, Orthodontics/Paedodontic, Community Dentistry). The problem Solving paper has 25 questions from all sub-specialty and written over 3 hours.

#### d. **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.

#### e. **Oral Questions**

This test lasts for 18 minutes and covers the six disciplines mentioned in (a) above.



## 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/Dental 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 MDCG Secretariat for samples of past examination questions at a small fee.*

## APPENDIX B

### Useful Addresses

1. The Registrar  
Medical and Dental Council, Ghana  
P.O. Box AN 10586  
Accra-North  
  
Tel: +233 302 661620  
+233 302 661606  
Fax: +233 302 661626  
  
Emails: [education@mdcghana.org](mailto:education@mdcghana.org)  
[registrar@mdcghana.org](mailto:registrar@mdcghana.org)  
[mdcaccra@yahoo.co.uk](mailto:mdcaccra@yahoo.co.uk)  
Website: [www.mdcghana.org](http://www.mdcghana.org)
  
2. The Director  
Human Resource for Health Development  
Ministry of Health  
P.O. Box M44  
Accra.  
Tel: +233 302 674393 / 684250
  
3. The Director General  
Ghana Health Service  
PMB  
Ministries  
Accra  
Tel: +233 302 662014  
Fax: +233 302 666808
  
4. The Director  
Human Resource Development Division  
Ghana Health Service  
PMB  
Ministries  
Accra  
Tel: +233 302 661354  
Fax: +233 302 670329