

UK Clinical Aptitude Test

Fairness

Wider participation

UKCAT Consortium

Annual Report and
Financial Statements
for the year ended
31 March 2016

www.ukcat.ac.uk



Fairness

Wider participation

Company Registration Number: 05620264

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Introduction from the Chair

In 2015 we were pleased to welcome both the Universities of Birmingham and Liverpool to the UKCAT Consortium. In 2016, both Bristol and Aston will also be using the test as part of their admission processes. We have also welcomed our first international University to the Consortium with the University of Poznan now accepting the test as part of its admission requirements for medicine.

UKCAT continues to work with Pearson VUE to identify potential new markets for the test. The Board has recently commissioned a former Medical School Dean to scope out opportunities to use the test within selection to French medical schools. Discussions continue with the Council of Deans for Health and links are being made to some Universities delivering Physicians' Assistant programmes.

It is evidence of our close working relationships with our schools that UKCAT continues to play a role in major national developments in medical education. Funding research into widening access, active membership of UKMED and contribution towards delivering aspects of the Selecting for Excellence report are all examples of how UKCAT continues to deliver on these agendas.

Consortium Meetings continue to attract good attendance. In 2015, members contributed to a number of discussions including the development of our new test of Decision Making and the future management of exemptions. We were particularly pleased to welcome Professor Janneke Oostrom (University of Amsterdam) to the December Consortium meeting, who presented on new developments in situational judgement tests.

During 2015/16 UKCAT has been preparing for running a competitive tender for the delivery and development of the test beyond 2016. We are pleased to announce that Pearson VUE's tender submission was judged to be the best and we will be continuing our relationship with them for the next five years.

Elsewhere in the report you will be able to read about how our research portfolio continues to develop. We are particularly pleased to note the growing body of evidence in relation to the predictive validity of the test for medical and dental training. At the same time the test itself continues to develop and change in response to external drivers and the evidence we have regarding how the test works for our Consortium members.

The Board continues to deliver and develop its strategy, and remains focused on themes around research capacity, developing test content and the candidate experience. Embedded within all these themes is a continued and fundamental commitment to widening participation.



Nigel Siesage
Chair, UKCAT

Trustees' Report 2015/16

The Trustees are pleased to present their Report and Financial Statements for the year ended 31 March 2016. UKCAT is registered with the Charity Commission under registration number 1133667. Details of the Charity's Trustees, senior staff, bankers and professional advisors can be found towards the end of this document.

The Trustees are responsible for ensuring that, for each financial year, financial statements are prepared which give a true and fair view of the state of affairs of the Charity at the end of that year and of the incoming resources and resources expended for that year.

Structure, Governance and Management

UKCAT is a company limited by guarantee governed by its Articles of Association which were revised and adopted by members in December 2009. The members of the Charity are those Universities who having joined the UKCAT Consortium use the test in admissions to medicine and dentistry.

The Charity Trustees comprise:

- seven persons elected by the members for a term of up to three years;
- the chair of the Medical Schools' Council;
- the Medical Schools' Council Executive Director;
- a person nominated by the Dental Schools' Council for a term not exceeding three years.

In addition, the Board may from time to time appoint up to four additional persons. Such Trustees shall hold office for a term of up to three years and shall be eligible for re-appointment.

When appointing Trustees the Consortium attempts to represent the geographical spread and diversity of Members. No more than two representatives or other members of staff from any Member shall be Trustees at the same time.

Induction Of Trustees

The Trustees are the Directors of the Company and are largely elected from the representatives of the members. They therefore tend to be familiar with Charity structures, objectives and operations. On appointment Trustees and representatives are provided with relevant information regarding the Charity together with recent minutes of relevant meetings and the annual report. Directors are provided with information from the Charity Commission's website regarding their role as Trustee.

Meetings

The Board meets approximately every two months. The Board sets the strategic direction for the Charity. Operational matters are delegated to the Board's sub-committees and to the staff of the organisation.

The Board is responsible for:

- determining annual objectives and monitoring performance against them;
- ensuring effective organisational planning to achieve the objectives;
- monitoring resource allocation and ensuring adequate resources are available for the delivery, development of the test and research agenda;
- promoting the organisation to the outside world and to identified stakeholders;
- liaising and communicating with Consortium members to ensure their needs regarding test delivery and aspirations regarding test development are met.

There are three groups to which the Board delegates areas of work:

Test Delivery Group

The group is responsible for overseeing the logistics of delivering the test and distribution of results and recommending policy to the Board, as appropriate, on all delivery matters including:

- Setting the testing timetable on an annual basis;
- Overseeing the process of delivering the test (including the process of registration);
- Ensuring that there is sufficient capacity for candidates wishing to take the test;
- Overseeing the delivery of results to consortium medical and dental schools;
- Reviewing test delivery on an annual basis and identifying areas for improvement;
- Working with Pearson VUE to address any incidents which occur in relation to test delivery;
- Overseeing the implementation of the UKCAT Communication Policy with regard to communication with candidates, schools, consortium members and external stakeholders.

Test Development Group

The Test Development Group works with Pearson VUE and other experts in the field to develop each of the UKCAT sub-tests to enable them to be fit for purpose for use in admissions by medical and dental schools. To achieve this, the group:

- Receives a detailed annual report of statistics relating to each round of testing including data regarding item performance, 'fairness', performance of different subgroups of candidates
- Considers recommendations for changes to the test based on annual statistics or developments in computer based testing nationally and internationally
- In conjunction with the Research Panel, identifies and takes forward relevant research related to the development of the test.



Research Panel

The Panel supports the Research Lead in creating and delivering the UKCAT Research Strategy with a particular focus on:

- establishing and overseeing the governance framework for all UKCAT related data collection and research activity;
- maintaining the UKCAT database(s);
- commissioning and selecting short term studies to achieve UKCAT's objectives (such as widening participation and non-cognitive attributes);
- planning longitudinal cohort studies to establish the predictive value of the test;
- liaising with other bodies (such as Medical Schools Council, General Medical Council) on opportunities to create a linked postgraduate follow-up mechanism.

UKCAT Office

The Chief Operating Officer (COO) and the UKCAT Administrator are responsible for the day to day running of the test and supporting operations. They are employed by the University of Nottingham and support the work of UKCAT through a service level agreement that is reviewed on an annual basis.

The COO's main duties include the following:

- Acting as the main contact with Pearson VUE which delivers the test on behalf of UKCAT – resolving issues directly unless the issue was significant enough to warrant escalation to the Chair or other board member.
- As Company Secretary, leading on appointment of members and Trustees, arranging induction, ensuring decisions made by the Board and Consortium are in line with the Charity articles
- Monitoring budgets and reporting on these to the Board
- Ensuring systems are in place to ensure good standards of financial management
- Leads on any liaison with solicitors, auditors and the company bank.
- Responsible for ensuring that alongside the UKCAT Administrator, the work of the Board and its sub-groups is supported and ensures that decisions are acted upon in a timely fashion.

Pearson VUE

The test is delivered on UKCAT's behalf by Pearson Driving Assessments Limited (Pearson VUE). UKCAT entered into a contract with Pearson VUE regarding the development and delivery of the test in 2006 for a period of five years. Pearson VUE has been successful in bidding for further tenders to undertake this work in 2011 and 2016. The new contract with Pearson VUE will commence on 1 January 2017 for a period of 5 years.

Risk Management

The Board reviews risks to UKCAT formally on an annual basis. Risks are regularly assessed on an informal basis by the Board and its subcommittees with a particular focus placed upon smooth test delivery and reputation management.

The following risks have been identified by the Board:

- Consortium members withdrawing from UKCAT which could impact on UKCAT'S reputation, candidate numbers and ongoing research.
- Major failure in delivery resulting in reputational impact.
- Uncertainty around university student funding impacting on candidate numbers.
- Fluctuations in candidate numbers impacting on contractual, financial and delivery issues.
- Legal challenge from an individual.
- Unfavourable evidence regarding validity or impact of UKCAT.

Objectives

The objects for which the Charity is established are to promote and provide for the advancement of education in the United Kingdom and in particular to establish and operate tests to aid selection for admission to medical and dental degrees.

UKCAT is committed to achieving greater fairness in selection to medicine and dentistry and to the widening participation in medical and dental training of under-represented social groups. Through an ongoing programme of research UKCAT is seeking to identify the characteristics in applicants which will make them good dentists and doctors and thus to improve the quality of those who enter the professions with the ultimate aim of improving patient care.

Achievements and Performance


The following sections summarise UKCAT activity during the 2015 test cycle (2015/16 financial year).

Research

Key activities of the Research Panel during this period are outlined below:

– Selecting for Excellence

In response to the above report, commissioned by the Medical School's Council, the UKCAT Research Group reviewed its research priorities. It was felt that work around the impact of graduate applicants on widening participation would be an interesting piece of work to take forward and one that UKCAT was uniquely placed to address. Discussions with the Medical Schools Council led to the joint funding of this piece of work, which is ongoing and due to report later in 2016.



UKCAT has also supported a bid for funding from the Selection Alliance to look at the impact of selection processes on widening participation. This bid was successful and researchers are at an early stage of working on the data.

– **SJT Validation**

The second validation study looking at SJT scores and tutor ratings took place and showed positive outcomes which have informed the use of the SJT and will go on to inform how results for this subtest are presented. A paper from this study is being prepared for publication.

A further validation study, looking at year 2 outcomes for the students included in this paper has been approved. UKCAT is also intending to invite expressions of interest in further validation studies from groups of Universities.

– **United Kingdom Medical Education Database (UKMED)**

UKCAT's involvement with UKMED has continued with representatives sitting on the Development Group and the Research Subgroup. UKCAT submitted a research proposal in response to a request for expressions of interest at the pilot stage. The proposal is to look at any links between UKCAT scores (and other admission markers) and fitness to practice declarations. This work is ongoing and will be reported on shortly.

– **Ongoing research**

In addition to the studies referenced above the following projects are currently being supported by UKCAT:

- Linked Cohort Study *Jen Cleland (Aberdeen)*
- Behavioural Test Correlations *Gabrielle Finn (Hull York)*
- Evaluating and extending methods for estimating 'construct-level predictive validity': Implications for the UKCAT for student selection (PhD Studentship) *Paul Tiffin (Hull York)*
- Graduate Applicants and Widening Participation *Rhoda Mackenzie (Aberdeen)*
- Widening Participation Studentship *Jen Cleland (Aberdeen)*

Test Incidents

The following incidents occurred during 2015 testing and were addressed in detail during the Annual Review held in December 2015.

– **Security Incidents**

There were no significant security incidents during 2015 testing. Photo capture had been introduced at registration and appeared to be acting as a deterrent. Test centres had been trained to recognise optical devices that could be used to capture test content.

Two forged score reports had been identified during the testing cycle. Options to look at further authentication of reports are being looked at.

– **Candidate annotations**

The number of annotations granted in 2015 rose to 50 (from 27 in 2014) as a result of a decision made last year to revisit the guidelines around lost time and offer annotations where 30 seconds or more was lost.

– **Log file reviews**

A number of log file reviews undertaken by UKCAT reported significantly different outcomes to the reviews undertaken by Pearson VUE. This indicated the need to improve and speed up this process. Meetings between Customer Services and UKCAT have been held to discuss how this might be better managed.

– **Multiple testers**

Four candidates had been identified as having registered for and sat the test twice. In each of these cases, the second test result was revoked and applying institutions contacted. In light of this it was agreed to revisit the parameters for registration validation checks. In future UKCAT would retain the right to revoke results for both tests from such candidates.

– **Results Delivery**

A pilot to collect University choices direct from candidates had been successful. In the light of this it has been agreed to use this process for results delivery in 2016. Results had been delivered a day late due to missing data for some courses which was picked up late in the quality assurance cycle. It has been agreed to revisit how this was managed.

– **Exemptions**

Following the Test Delivery Annual, the Consortium meeting considered how to handle exemptions going forward. This followed the decision by a number of institutions who had requested to review decisions made by UKCAT in relation to some exemption applications. In light of this discussion, in 2016 UKCAT will no longer be issuing exemptions from the test. Candidates who believe they are unable to take the test for geographical, personal or medical reasons would be directed to individual Universities to consider their cases.

– **Marketing and Communications**

In 2015 there was significant progress made with delivering the communications strategy with particular improvements in UKCAT's social media presence this year. A survey of 2015 candidates will feed into developments in 2016.

– Bursary Candidate Survey

In 2014, UKCAT surveyed bursaried candidates to better understand how they find out about the test and prepare for it. Results from this survey have been analysed in 2015 and present interesting findings with potential impact on widening participation to medicine and dentistry. Candidates in receipt of a bursary are from low socio-economic backgrounds and the survey showed that a large proportion fall clearly within other widening participation measures such as ‘first in family’, benefit claimers and on free school meals. Only 37% report having been on a widening participation programme; perhaps not surprising given the limited number of places and competition for them.

The findings show these candidates are less likely to receive guidance from school/college and they rely on the advice of their friends on preparing for the test.

2015 Test Overview

The UKCAT is an aptitude exam, designed to measure innate cognitive ability and personality traits. The exam consists of four cognitive subtests (Verbal Reasoning, Quantitative Reasoning, Abstract Reasoning and Decision Analysis) and a test of Situational Judgement. Items include those developed from operational items used in the previous administrations and from new items trialled in previous test rounds.

Each exam was composed of 231 items (211 operational and 20 pre-test). The exam was administered in a 120-minute time period including instruction screens. Each subtest was timed separately. Results were provided to candidates at the end of their test and later to the schools to which the candidates had applied.

Candidate Statistics

The UKCAT was administered in 2015 beginning on 1 July 2015 and ending on 7 October 2015. A total of 23,565 exams were administered – a small decrease (1.3%) in candidate numbers from 2014. A brief summary of testing statistics is provided below. More detailed statistics can be found in the Executive Summary of the 2015 Technical Report on the UKCAT website (www.ukcat.ac.uk).

Candidates’ scale scores were reported for each cognitive subtest and based on all the scored items for each section. Valid scale scores ranged from 300 to 900, with a mean set to 600 in the 2006 reference sample. Universities received the subtest scaled scores for each candidate, plus a total score that is a simple sum of the four subtest scores with a valid range of 1200 to 3600.

Although candidate results for SJTs were reported in 4 bands raw and scale scores were used in the psychometric analysis of the test.

– **Table 1 Subtest and Total Scale Score Summary Statistics: Total Group**

Test	Total N	Mean	SD	Min	Max
Verbal Reasoning	23,565	577.21	82.66	300	900
Quantitative Reasoning	23,565	684.79	92.54	300	900
Abstract Reasoning	23,565	639.97	86.68	300	900
Decision Analysis	23,565	628.64	69.72	300	900
Total Cognitive Scale Score	23,565	2530.61	253.13	1260	3560
SJT	23,565	604.96	65.57	300	741

The distributions are generally symmetric around their means and reasonably well spread out. The performance patterns for different subgroups (ethnic, gender, age and NS-SEC) are shown below.

– **Table 2 Subtest and Total Scale Score Summary Statistics by Gender: Total Group**

Test	Gender	Total N	Mean	SD	Min	Max
Verbal Reasoning	Female	14140	572.35	81.85	300	900
	Male	9425	584.49	83.34	300	900
Quantitative Reasoning	Female	14140	671.10	91.74	300	900
	Male	9425	705.33	89.90	300	900
Abstract Reasoning	Female	14140	638.11	86.83	300	900
	Male	9425	642.77	86.38	300	900
Decision Analysis	Female	14140	629.72	69.29	300	900
	Male	9425	627.03	70.33	300	900
Total Cognitive Scale Score	Female	14140	2511.28	252.88	1380	3560
	Male	9425	2559.63	250.74	1260	3470
SJT	Female	14140	609.72	64.24	300	741
	Male	9425	597.82	66.89	300	735

Although there are differences between male and female performance on some subtests, with, for instance, males on average scoring higher on the quantitative reasoning subtest, the effect sizes are small, and the overall difference between males and females for the total scores is not significant (effect size <0.02).

– **Table 3 Cognitive Test Total Scale Score Statistics by Ethnic Group**

Ethnic Group	Total N	Total %	Cognitive Test Mean	Cognitive Test SD	SJT Mean	SJT SD
UK-White	9200	39	2505.56	223.92	623.23	54.09
Non UK	5230	22	2455.06	266.76	575.63	76.34
UK – Asian	5621	24	2508.84	243.98	602.47	62.17
UK – Black	1504	6	2392.11	250.04	602.10	66.03
UK – Mixed Race	959	4	2567.15	259.05	614.18	59.46
UK – Chinese	393	2	2653.36	231.34	606.70	59.38
UK – other	658	3	2459.27	244.17	596.04	68.89

Ethnic group performance trends paralleled those of previous years, with minor differences. Within the cognitive tests for Verbal Reasoning, the highest performing group was White UK. For Quantitative Reasoning, Abstract Reasoning and Decision Analysis the highest performing group was UK-Chinese. For the SJT, UK-white had the highest mean score and non-UK the lowest.

– **Table 4 Total Scale Score summary statistics by NS-SEC Class (UK candidates only)**

Ethnic Group	Total N	Total %	Cognitive Test Mean	Cognitive Test SD	SJT Mean	SJT SD
1	12372	67	2582.68	238.42	616.76	57.23
2	639	3	2547.21	240.94	617.46	57.58
3	1828	10	2504.83	236.89	605.79	62.74
4	676	4	2493.96	233.83	606.76	64.01
5	1047	6	2460.63	232.62	605.31	62.25
N/A	1773	10	2466.07	263.79	602.86	66.58

For NS-SEC classifications, category 1 was consistently associated with the highest average scores. The lowest average scale scores occurred for category 5.

In previous years there had been no clear trend within the SJT regarding the means for the differing occupational groups. In 2015, candidates performed similarly for NS-SEC Classes 1 and 2, and Classes 3, 4 and 5, although the difference is less marked than that observed for the cognitive sections. This resulted in a slightly higher proportion of NS-SEC 1 and 2 candidates in SJT Bands 1 and 2.

In tables 5 and 6 age is broken into five groups. Scores across all age groups were examined controlling for candidates' highest qualifications.

– Table 5 Cognitive Test Total Scale Score summary statistics by age group and highest qualification

Age	Highest Qualification – HE				Highest Qualification – School Leaver			
	Total N	Total %	Mean	SD	Total N	Total %	Mean	SD
<16	0	0			28	0	2321.79	347.90
16-19	527	2	2405.29	254.65	15355	69	2557.41	242.40
20-24	4186	19	2529.45	239.55	691	3	2430.20	278.01
25-34	1130	5	2464.81	283.38	140	1	2347.79	285.27
>34	165	1	2296.42	320.84	37	0	2087.03	332.21

Scores for candidates with school leaver qualifications generally showed negative correlations with age. Recent graduates score similarly to 'standard' school leavers. However it would appear that the negative correlation above is ameliorated somewhat in the graduate candidate population – older graduates performing better than older school leavers.

– Table 6 SJT Total Scale Score summary statistics by age group and highest qualification

Age	Highest Qualification – HE				Highest Qualification – School Leaver			
	Total N	Total %	Mean	SD	Total N	Total %	Mean	SD
<16					28	0	551.07	84.50
16-19	527	2	563.48	84.37	15355	69	602.34	62.51
20-24	4186	19	622.37	59.37	691	3	596.20	75.91
25-34	1130	5	625.76	65.79	140	1	597.46	80.78
>34	165	1	604.96	82.76	37	0	542.03	129.91

There is a positive correlation with age in the Situational Judgement Test; the highest performing subgroups being graduates aged 25-34.

Providing this level of data helps those selecting students make informed decisions about how they use the test. In the next section we describe the steps taken to ensure that test is fair and reliable.

Test and item analysis

Each year test results and item performance are analysed using a variety of methods in order to report on test reliability, internal construct validity and individual item performance.

Test Reliability

Variation in score reliability and SEM across the four subtests can be attributed to test length, amount of information in item types and scoring methods applied, and range of discrimination and difficulty among items. Score reliabilities and SEMs are in line with what is observed in similar tests. Improvements to both these indices are likely to occur as robustness of items, scoring models, and the strength of the item bank continue to improve.

– Table 7 Scale Score Reliability and Standard Error of Measurement for Cognitive Total Scale Score

Reliability		SEM	
Range	Mean	Range	Mean
0.88 – 0.89	0.89	84.54 – 87.14	85.82

For the SJT, raw score reliabilities indicate a good level of reliability for an operational test building upon operational and trial of items in previous years.

– Table 8 Raw Score Reliability and Standard Error of Measurement for SJT

Reliability		SEM	
Range	Mean	Range	Mean
0.80 - 0.86	0.83	7.79 – 7.87	7.82

Item Performance

Differential Item Functioning (DIF) refers to the potential for items to behave differently for different groups. DIF is an undesirable characteristic because it means that an item is measuring both the construct it was designed to measure and some additional characteristic or characteristics of performance that depend on classification or membership in a group (usually a gender or ethnic group classification). The Mantel-Haenszel (MH) procedure is used to identify DIF. For the UKCAT, MH DIF items are classified into one of three categories, A, B, or C. Category A contains items with negligible DIF, Category B contains items with slight to moderate DIF, and Category C contains items with moderate to large DIF. Items flagged in Category C are typically subjected to further scrutiny while Category B items may be reviewed.

DIF analyses were conducted for the pre-test and operational items when sample sizes were large enough. The UKCAT DIF comparison groups are based on gender, age, ethnicity and SEC.

For operational items in the cognitive test, there were 10 occurrences of Category C DIF across all cognitive subtests and comparisons. Of these occurrences, 1 occurred in the male/female comparison; 3 occurred in the age<20/>35 comparison; 2 in the white/black comparison; 1 in the white/Asian comparison; and 3 in the white/Chinese comparison. For the pre-test items, there was one occurrence of Category C DIF in the male/female comparison group.

Within the SJT there were no occurrences of Category C DIF in operation items. Within the pre-test items there were 4 occurrences.

Items with Category C DIF have content and wording examined for the potential bias. These items will either be revised or retired based on the review in the item writing workshops.

These analyses, which are performed annually, reassure UKCAT that the test is fair and reliable.

Future plans

The Board and Consortium confirmed its 3-5 year strategy during 2013. Many of the aims included in this strategy had been achieved or partially achieved and the Board has revisited these recently and updated as necessary.

Key Aims

- Increase research output in order that UKCAT can create a test which better identifies the traits required in medical and dental students, provides an evidence base for widening participation in medical and dental admissions and impacts positively on UKCAT's reputation.
- Become more active in the widening participation agenda in the UK, using our research record, database and services to candidates to position us within this debate.
- Increase flexibility within test delivery in order that we can market the test internationally.

These aims will be achieved by focusing activity on four themes.

Theme 1: Governance

UKCAT will have a reputation as a forward thinking, dynamic organisation at the centre of developments in admissions to medicine and dentistry in the UK.

Key objectives within this theme include:

- Discussion of alternative business models in order to respond to requests to offer the test to other HEIs/Markets.
- Engagement with non-UKCAT medical and dental schools regarding the benefits of joining the Consortium.
- Creation of a more detailed UKCAT Communication Strategy.

- Strengthening links with the General Medical Council, General Dental Council, Medical Schools Council, Dental Schools Council, UK Foundation Programmes Office and other bodies.
- Engagement with other professions regarding the benefits of using the test (or version thereof).

Theme 2: Research Development

UKCAT will position itself as a UK leader in undertaking and supporting research regarding admissions into medicine and dentistry, prioritising research outputs leading to improvement in the test and its use.

Key objectives within this theme include:

- Building on established collaborations with HEIs and other stakeholders to identify research opportunities around widening access.
- Using UKCAT data to support/ deliver research into widening access.
- Consideration of how best to ensure effective dissemination of research.
- Increasing research outputs which inform the development of the test, its better usage and the evidence base regarding admissions to UK medical and dental schools.
- Continuing to develop the UKCAT database incorporating the maximum amount of progression data and other relevant data sources.

Theme 3: Improving and Developing the Test

The UKCAT test will be improved based on research and other evidence. Opportunities to further expand use of the test (or aspects of the test) both nationally and internationally will be identified.

Key objectives within this theme include:

- Using validity studies to develop the test and inform its use
- Build on work to date to undertake a complete review of test content.
- Identify research required for ongoing improvements to test content and quality.
- Understand the measurement model underpinning each subtest and use this to develop test content/structure

Theme 4: Delivering the Test and the Candidate Experience

The candidate experience from initial communication to sitting the test will be the best possible.

Key objectives within this theme include:

- Continuing to build on established collaborations with HEIs and other stakeholders, using these links to communicate with widening access candidates.
- Conducting focus groups to improve to candidate experience.
- Improving and speeding up results delivery.
- Using our data to identify a set of fixed reports to be circulated to schools annually.

The Board and its sub-groups are charged with achieving the objectives outlined above. The Board monitors performance against these objectives at its regular meetings through reports from the Chairs of these groups. These objectives inform the work of the UKCAT office.

Financial Review

2015/16 Outturn

UKCAT has delivered a deficit in 2015/16 (8% turnover). This deficit has been planned. In order to meet the demands of the UKCAT strategy, the Board has recognised the need to increase operating costs over the next few years particularly in the areas of research and widening participation.

In 2015/16 UKCAT made the decision to invest part of its reserves for the longer term in order to attract a better return on these funds. Working with a financial advisor, UKCAT made the decision to place funds with the Seven Investment Management (7IM) in the 7IM Sustainable Balance Strategy.

UKCAT Financial Controls Document

The Board has approved a financial controls document which covers the governance of financial transactions within the organisation. The document will be reviewed on an annual basis.

Reserves Policy

UKCAT needs financial reserves to:

- meet contractual liabilities should the organisation cease to exist. This includes redundancy pay, amounts due to creditors and commitments under leases.
- meet unexpected costs like break down of essential office equipment, staff cover in relation to illness, maternity leave and parental leave.
- meet any legal costs defending the charity's interest.
- replace equipment when required.
- meet the costs of one-off developments to the test or its delivery.
- meet the organisation's fixed costs in the event of a significant fall in candidate numbers
- undertake and provide infrastructural support for a programme of research which may span several years with the costs of research varying significantly between those years.

Expenditure in 2015/16 totalled £1.9m. Current reserves stand at £0.59m (31% of annual expenditure). UKCAT aims to have reserves in the region of 20 – 25% of annual expenditure. The Board has undertaken a strategic review of activities and spending priorities in order to bring reserves within this range in the future.

The Board of Trustees reviews the level of reserves at each Board meeting. The current level of reserves will be considered particularly carefully before any agreed increase in the candidate fee.

Members' Liability

The Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

Trustees' Responsibility Statement

The Trustees (who are also directors of UKCAT Consortium for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of Information to Auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- the Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any information needed by the charitable company's auditors in connection with preparing their report and to establish that the charitable company's auditors are aware of that information.

Auditors

The auditors, Lakin Rose Limited, have indicated their willingness to continue in office. The Designated Trustees will propose a motion re appointing the auditors at a meeting of the Trustees.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies 23rd November 2016 and signed on their behalf by:

A handwritten signature in black ink that reads "N.P. Siesage". The signature is written in a cursive style with a long horizontal stroke at the bottom.

Mr Nigel Siesage

Independent Auditors' Report to the members of the UKCAT Consortium

We have audited the financial statements of UK CAT Consortium for the year ended 31 March 2016 set out on pages 25-30. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.



Scope of the audit of financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

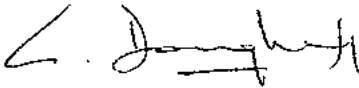
Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and to take advantage of the small companies' exemption from the requirement to prepare a Strategic report or in preparing the Trustees' report..



Christopher Dougherty (Senior statutory auditor)

for and on behalf of

Lakin Rose Limited

Chartered Accountants

Statutory Auditors

Pioneer House
Vision Park
Histon
Cambridge CB24 9NL

Date: 16 December 2016

Statement of Financial Activities

(Incorporating Income and Expenditure Account)

For the year ended 31 March 2016

	Note	Unrestricted funds 2016 £	Total funds 2015 £
INCOME FROM			
Investments	2	5,174	6,523
Charitable activities:			
Testing fees - clinical aptitude testing		1,772,075	1,831,935
Contributions from members		12,000	6,000
TOTAL INCOME		1,789,249	1,844,458
EXPENDITURE ON:			
Charitable activities - clinical aptitude testing		1,895,362	1,845,608
Charitable activities - Governance costs	5	4,200	3,600
TOTAL EXPENDITURE		1,899,562	1,849,208
NET EXPENDITURE BEFORE OTHER GAINS & LOSSES		(110,313)	(4,750)
Gains/(losses) on investment assets		4,743	-
NET MOVEMENT IN FUNDS		(105,570)	(4,750)
RECONCILIATION OF FUNDS:			
<i>Total funds brought forward</i>		<u>691,198</u>	<u>695,948</u>
TOTAL FUNDS CARRIED FORWARD		<u>585,628</u>	<u>691,198</u>

The notes on pages 27 to 30 form part of these financial statements.

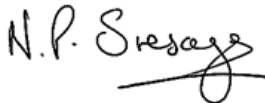
Balance Sheet

As at 31 March 2016

	Note	£	2016 £	£	2015 £
CURRENT ASSETS					
Debtors	8	15,381		1,748	
Investments	9	273,543			
Cash at bank		<u>564,078</u>		<u>845,542</u>	
		853,002		847,290	
CREDITORS: amounts falling due within one year	10	<u>(267,374)</u>		<u>(156,092)</u>	
NET CURRENT ASSETS			<u>585,628</u>		<u>691,198</u>
NET ASSETS			<u>£585,628</u>		<u>£691,198</u>
CHARITY FUNDS					
Unrestricted funds	11		<u>585,628</u>		<u>691,198</u>
TOTAL FUNDS			<u>£585,628</u>		<u>£691,198</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Trustees on 23rd November 2016 and signed on their behalf, by:



Mr N Siesage

The notes on pages 27 to 30 form part of these financial statements.

Notes to the Financial Statements for the Year Ended 31 March 2016

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Accounting and reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

1.2 Company status

The charity is a company limited by guarantee. The members of the charity are the medical and dental schools who have chosen to implement the clinical aptitude test. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

1.4 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Candidate testing fees are recognised in the period in which testing occurs.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity.

1.6 Cash flow

The financial statements do not include a Cash flow statement because the charitable charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective January 2015).

1.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.

1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

2 INVESTMENT INCOME

	Unrestricted funds 2016 £	Total funds 2015 £
Bank interest receivable	1,024	2,269
Other interest receivable	4,150	4,254
	<u>£5,174</u>	<u>£6,523</u>

In 2015, of the total investment income, £6,523 was to unrestricted funds and £NIL was to restricted funds.

3 DIRECT COSTS

	Clinical aptitude testing £	Total 2016 £	Total 2015 £
Testing provider's charges – testing	1,393,890	1,393,890	1,440,107
Testing provider's charges - other	88,509	88,509	66,712
	<u>£1,482,399</u>	<u>£1,482,399</u>	<u>£1,506,819</u>

4 SUPPORT COSTS

	Clinical aptitude testing £	Total 2016 £	Total 2015 £
Office and administration recharges	158,000	158,000	148,604
Data management	32,431	32,431	39,745
Hotels, travel and subsistence	15,874	15,874	18,638
Meetings and hospitality	11,932	11,932	11,639
Premises	16,013	16,013	17,289
Research	136,850	136,850	75,702
Sundry expenses	16,165	16,165	15,768
Legal fees	22,938	22,938	8,654
Insurance	2,612	2,612	2,576
Bank charges	148	148	174
	<u>£412,963</u>	<u>£412,963</u>	<u>£338,789</u>

5 GOVERNANCE COSTS

	Unrestricted funds 2016 £	Total funds 2015 £
Auditors' remuneration	£ 4,200	£ 3,600

6 AUDITORS' REMUNERATION

The Auditor's remuneration amounts to an Audit fee of £2,700 (2015, £2,100), and accountancy fee of £1,500 (2015, £1,500).

7 STAFF COSTS

During the year, no Trustees received any remuneration or benefits in kind (2015, £nil).

9 Trustees received reimbursement of expenses amounting to £4,578 in the current year, (2015, 7 trustees, £7,657). The charity has no employees.

The charity has no employees other than the Trustees, who did not receive any remuneration (2015, £NIL).

No employee received remuneration amounting to more than £60,000 in either year.

8 DEBTORS

	2016	2015
	£	£
Other debtors	<u>£15,381</u>	<u>£1,748</u>

9 CURRENT ASSET INVESTMENTS

	2016	2015
	£	£
Listed investments	<u>£ 273,543</u>	<u>£ -</u>

Listed investments

The market value of the listed investments at 31 March 2016 was £273,543 (2015, £NIL).

10 CREDITORS: Amounts falling due within one year

	2016	2015
	£	£
Trade creditors	-	2,171
Accruals and deferred income	<u>267,374</u>	<u>153,921</u>
	<u>£267,374</u>	<u>£156,092</u>

11 STATEMENT OF FUNDS

	Brought Forward	Income	Expenditure	Gains/ (Losses)	Carried Forward
	£	£	£	£	£
Unrestricted funds					
General Funds	<u>£ 691,198</u>	<u>£ 1,789,249</u>	<u>£ (1,899,562)</u>	<u>£ 4,743</u>	<u>£ 585,628</u>

SUMMARY OF FUNDS

	Brought Forward	Income	Expenditure	Gains/ (Losses)	Carried Forward
	£	£	£	£	£
General funds	<u>£ 691,198</u>	<u>£ 1,789,249</u>	<u>£ (1,899,562)</u>	<u>£ 4,743</u>	<u>£ 585,628</u>

UKCAT Consortium

Charity Trustees

Mr Nigel Siesage, University of Leicester, Chair

Dr Lyndon Cabot, King's College London

Professor Jennifer Higham, Medical Schools' Council (appointed 1 August 2016)

Mr Adrian Husbands, University of Buckingham

Mrs Martine Lowes, University of Nottingham

Dr Robert McAndrew, University of Cardiff

Professor John McLachlan, University of Durham

Dr Sandra Nicholson, Queen Mary University of London

Professor Brian Pollard, University of Manchester

Dr Katie Petty Saphon, Medical Schools' Council

Dr Fiona Stewart, University of Dundee

Mr Paul Teulon, King's College London

Professor Iain Cameron, Medical Schools' Council (resigned on 31 July 2016)

Company Secretary

Significant elements of the day to day management of UKCAT are delegated to the Chief Operating Officer and Company Secretary, Rachel Greatrix.

Professional Advisors

Bank: Natwest, Nottingham University Branch, University Park, Nottingham NG7 2AG

Solicitors: Browne Jacobson, Mowbray House, Castle Meadow Road, Nottingham NG2 1BJ

Auditors: Lakin Rose Limited, Pioneer House, Vision Park, Cambridge CB24 9NL

Consortium Members 2015/16

University of Aberdeen	University of Liverpool
University of Birmingham	University of Manchester
Cardiff University	University of Newcastle
University of Dundee	University of Nottingham
University of Durham	University of Plymouth
University of East Anglia	Queen Mary, University of London
University of Exeter	Queen's University, Belfast
University of Edinburgh	University of Sheffield
University of Glasgow	University of Southampton
Hull York Medical School	University of St Andrews
Keele University	St George's, University of London
King's College London	University of Warwick
University of Leicester	



Fairness
Wider participation

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www.ukcat.ac.uk

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