



The European Society of
Regional Anaesthesia & Pain Therapy
Crossing Boundaries, Transforming Care



T&C for ESRA-DPM External Examination Centre Version 4 – October 2024

Societies interested in hosting the ESRA European Diploma of Pain Medicine part 2 viva examination, need to agree with the following rules to ensure a successful examination.

The examination should be organised in conjunction with a national congress, workshop or event.

1. Promotion

ESRA and the local organiser agree to promote the examination and the local congress to their members and participants. ESRA will send mailshots to its membership announcing the examination taking place during the local event and will also publish it on its website. The local society should have a dedicated page or corner on its website to promote the ESRA European Diploma of Pain Medicine examination and should include the examination in the promotional messages sent for the congress or the event.

2. Applications

Online applications are done using the system ESRA selects. The ESRA Office is responsible to check the applications and communicate with the candidates. Online applications are normally open for a duration of 3 months, applications usually open 4 months before the examination and close 1 month before.

All examination fees are collected directly online through the ESRA system and the fees are kept by ESRA to cover the administration and organisation costs.

The examination fees are the same for all ESRA European Diploma of Pain Medicine viva examinations and are published on the ESRA website. All candidates need to be active ESRA members.

3. Registration to the local congress, meeting or workshop

It is up to the local organiser to decide if registration to the local congress or event is mandatory to take the ESRA European Diploma of Pain Medicine examination. The ESRA Office needs to know this at least 5 months prior to the examination to make sure

candidates are informed about this issue before the applications will open. In case congress registration is needed, the registration fees will be kept by the local organiser.

4. Onsite logistics

The local organiser should commit to help the ESRA Office with the logistics onsite, to book appropriate rooms for the examination. The local organiser will also hire local staff to take care of the registration onsite and invigilate during the examination. The ESRA Office will send the detailed requirements to the responsible person, will be available to answer any question and train the local staff.

The local organiser agrees to cover all the local costs including room rental, catering for examinees and examiners, printing as well as local staff.

5. Number of candidates

The aim of ESRA is to offer a high-quality assessment of knowledge. This should however be a cost neutral process for ESRA and thus will require a minimum amount of candidates. The minimum number of candidates to open a centre is 10 and the maximum number of candidates per examination day is 25. Candidates will be informed before the opening of applications that in case the minimum number of candidates cannot be reached, the examination will be cancelled and the examination fees will be refunded.

6. Examiners

At least 8 ESRA European Diploma of Pain Medicine examiners are needed to run a successful exam. The local society should agree to invite the ESRA European Diploma of Pain Medicine examiners as faculty members of the local congress. In this way, international speakers who can help with lectures or workshops can be added to the congress programme.

The local organiser agrees to cover accommodation for all examiners and to help with the visa and local immigration formalities if necessary. ESRA will cover the travel costs for all examiners according to the usual reimbursement policy.

It is the responsibility of the ESRA Office to invite the examiners for the local examination and to inform the local organiser who will attend the exam. It is then up to the local organiser to invite the examiners for the congress and give them their scientific tasks.

7. Preparation of the schedule and viva questions

It is the responsibility of ESRA to prepare the schedule for the viva examination as well as the viva questions. The local organiser is not involved in those tasks.