

Guidance for PMST Applicants



Faculty of
Pharmaceutical
Medicine

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1. Introduction

It is important that you read this guidance in full before you complete the Associate (Trainee) Membership and Pharmaceutical Medicine Application Form.

Before you decide to enrol on to the PMST programme, you should discuss this with your employer. You should also consider the following questions:

- Do you know why you want to enrol on to PMST?
- Do you have the time to commit to undertake the 4-year PMST programme?
- Do you work in a pharmaceutical organisation that will fully support you and give you the opportunity and time to complete at least three modules in the workplace (including the Interpersonal Management and Leadership Skills [IML] module)?

2. How do I enrol on to the PMST programme?

You must complete and return the forms listed below:

- a) Associate (Trainee) Membership and Pharmaceutical Medicine Specialty Training Application Form;
- a) Certificate of Professional and Clinical Competencies for Pharmaceutical Medicine (you might have to submit more than one completed Certificate);
- c) Individualised PMST Programme Form;
- d) Local Education Provider (LEP) Agreement (may not be necessary if you are working for a pharmaceutical organisation that is a GMC-approved LEP).

3. What do I need to do?

You must:

- a) be GMC registered with a licence to practise;
- b) be working in pharmaceutical medicine in the UK for a UK-based pharmaceutical organisation¹ that is a GMC-approved LEP;
- c) have completed at least 4 years of clinical training and/or experience;
- d) have an approved Educational Supervisor in pharmaceutical medicine.

If you are working for a pharmaceutical organisation that is not an approved LEP, you must first arrange for a Deanery Specialty Adviser to visit your organisation to assess its suitability to be approved as an LEP and to sign the organisation's LEP Agreement if they are satisfied that it will support your training. Once you receive confirmation from the Pharmaceutical Medicine Deanery ('the Deanery') that your pharmaceutical organisation has been approved by the GMC, you can submit your application to enrol on to PMST.

4. What evidence do I need to submit with my application form?

¹ A pharmaceutical organisation includes a pharmaceutical company, a clinical research organisation, a regulatory authority, an academic institution (if the unit or department you work in conducts research or studies that is relevant to pharmaceutical medicine) and a hospital (if the unit or department you work in conducts work that is relevant to pharmaceutical medicine).

The types of evidence you can use for your application to enrol on to PMST are listed in Table 1 below. Please be advised that this is not an exhaustive list.

The evidence must:

- a) support the clinical posts that you are relying for eligibility (i.e. completion of at least 4 years clinical training and/or experience) to enrol on to the PMST programme;
- b) demonstrate that you have achieved the professional and clinical competencies for enrolment on to PMST.

4.1 Doctors who completed UK-approved clinical training

Doctors who completed UK-approved training should include the following type of evidence of their professional and clinical competencies for eligibility to enrol on to PMST:

- a) UK Foundation Programme F1 and F2 ARCP outcome forms;
- b) UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission;
- c) Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice;
- d) 360-degree multi-source feedback.

4.2 Doctors who completed approved overseas clinical training

Doctors who completed approved overseas clinical training should include the following type of evidence of their professional and clinical competencies for eligibility to enrol on to PMST:

- a) internship completion certificate(s), specialist or GP certificate(s);
- b) regulatory authority or royal college (e.g. Royal Australasian College of Physicians) letter confirming completion of approved overseas training;
- c) reference from employing hospital(s) commenting favourably upon your competence as a clinician.

4.3 Doctors who partially completed approved clinical training

Doctors who partially completed UK-approved clinical training, approved overseas clinical training or both, and gained the remainder of their clinical experience in non-training clinical posts before leaving clinical practice to work in pharmaceutical medicine, should include the following type of evidence of their professional and clinical competencies for eligibility to enrol on to PMST:

- UK Foundation Programme F1 and F2 ARCP outcome forms
- UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission
- Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice;
- 360-degree multi-source feedback
- Internship completion certificate(s), specialist or GP certificate(s)
- Regulatory authority or royal college (e.g. Royal Australasian College of Physicians) letter confirming completion of approved overseas training
- Reference from employing hospital(s) commenting favourably upon your competence as a clinician.

4.4 Certificate of Professional and Clinical Competencies for Pharmaceutical Medicine

All pharmaceutical physicians applying to enrol on to PMST must have the Certificate of Professional and Clinical Competencies for Pharmaceutical Medicine completed by a Consultant, a GP supervisor or an Educational Supervisor in pharmaceutical medicine who can verify that the pharmaceutical physician has achieved the competencies to enrol on to PMST. At least **42 of the 52 listed competencies**, which must include all the key competencies, must be signed off. You may have to submit more than one Certificate.

You must ensure that the signatory completing the Certificate has access to the evidence of your competencies, whether that evidence is on the trainee e-portfolio you used during your clinical training or a paper-based portfolio.

Table1: The types of evidence you could use to demonstrate achievement of the professional and clinical competencies for pharmaceutical medicine

Professional competencies (please refer to Certificate of Professional and Clinical Competencies in Pharmaceutical Medicine for numbers)	
Competency	Types of evidence
1.1(i) Demonstrate knowledge of, and to practise appropriate procedures for, valid consent (key competency)	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
1.1(ii) Use of resources effectively for patient benefit	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
1.1(iii) Show initiative and resilience to cope with changing circumstances	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice

	<ul style="list-style-type: none"> - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.1(iv) Work effectively in the face of uncertainty	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.1(v) Capacity to take responsibility for own actions	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

<p>1.1(vi) Demonstrate a non-judgemental approach to others and show a respect for all</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.1(vii) Demonstrate you understand the effects of health inequality on public health and recognises effective health promotion</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>1.2(i) Evidence of time management and prioritisation in decision-making</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback

	<ul style="list-style-type: none"> - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.2(ii) Demonstrate the knowledge, skills and behaviours to be able to communicate effectively with patients, relatives and colleagues 1) within a consultation, 2) breaking bad news and 3) complaints and medical error (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>1.2(iii) Demonstrate the knowledge, skills and behaviours to be able to educate patients effectively to reduce ill health</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.

Professional competencies

(please refer to Certificate of Professional and Clinical Competencies in Pharmaceutical Medicine for numbers)

Competency	Types of evidence
1.2(iv) Demonstrate the capacity to work effectively under pressure	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission <ul style="list-style-type: none">- Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice- 360-degree multi-source feedback- Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.2(v) Demonstrate the ability to communicate effectively with colleagues and the wider multidisciplinary team (key competency)	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission <ul style="list-style-type: none">- Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice- 360-degree multi-source feedback- Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.2(vi) Demonstrate clarity in written and spoken communications, and a capacity to adapt language to the situation as appropriate (key competency)	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission

	<ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.2(vii) Demonstrate basic information technology skills	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
1.2(viii) Demonstrate an analytical/scientific approach to solve problems and to make decisions	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

<p>1.3(i) Able to demonstrate a knowledge of the legal framework for medical practice in the UK</p>	<ul style="list-style-type: none"> -- UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.3(ii) Understands, respects and demonstrates the values of the NHS Constitution</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>1.4(i) Demonstrate ability to work effectively with colleagues as a team that best serves patients' interests (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.

<p>1.4(ii) Demonstrate ability to always practise with probity in a professional and non-discriminatory manner in situations concerning 1) doctor-patient relationships, 2) health and personal stress and 3) patients, colleagues and others (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>1.4(iii) Evidence of involvement of in the management of people or projects commensurate with experience</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core and/or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.4(iv) Evidence of effective multidisciplinary team working and capacity to work with others</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core and/or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

<p>1.4(v) Evidence of effective leadership in medicine</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.4(vi) Demonstrate awareness of the limits of your competence and when to request senior or more experienced help (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.4(vii) Demonstrate ability to work without direct supervision where appropriate</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

<p>1.5(i) Demonstrate the knowledge, skills and behaviours to teach and train other healthcare professionals</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.5(ii) Demonstrate being open to feedback and valuing appraisal</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Clinical and/or educational supervisor's report - Annual appraisal report (training and/or revalidation) - Self-reflection.
<p>1.6(i) Demonstrate that you understand clinical governance</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

<p>1.6(ii) Demonstrate the use of evidence and evidence-based guidelines in clinical practice (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>1.6(iii) Ensures that research is undertaken in accordance with medical ethics and confidentiality (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.
<p>1.6(iv) Ability to demonstrate an understanding of basic research methodology</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - 360-degree multi-source feedback - Reference(s) from employing pharmaceutical organisation(s) or hospital(s) commenting favourably upon on your competence as a clinician or as a pharmaceutical physician.

Clinical competencies

(please refer to Certificate of Professional and Clinical Competencies in Pharmaceutical Medicine for numbers)

Competency	Types of evidence
2.1(i) Take a focussed and accurate history (key competency)	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms.Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission- Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice- PLAB- 360-degree multi-source feedback- Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(ii) Perform a focussed and accurate clinical examination (key competency)	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms.Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission- Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice- PLAB- 360-degree multi-source feedback- Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(iii) Demonstrate the application of therapeutic principles to safe prescribing and monitoring of the effects of medicines (key competency)	<ul style="list-style-type: none">- UK Foundation Programme F1 and F2 ARCP outcome forms- UK core or specialty training ARCP outcome forms.Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission

	<ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(iv) Demonstrate diagnostic decision-making and clinical reasoning	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(v) Experience managing long term conditions in a variety of settings and age groups, promoting patient self-care	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(vi) Demonstrate the knowledge, skills and behaviours to be able to manage acute presentations (key competency)	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission

	<ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(vii) Demonstrate prompt assessment and management of the acutely ill or collapsed patient	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(viii) Demonstrate appropriate decision-making and clinical reasoning	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(ix) Evidence of reassessing ill patients appropriately after starting treatment	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission

	<ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(x) Identify, assess, initiate resuscitation and manage cardio-respiratory arrest	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(xi) Identify, assess and initiate immediate management of a shocked patient	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(xii) Identify, assess, monitor appropriately, investigate and initiate the management of the unconscious patient	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission

	<ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(xiii) Identify, assess, initiate resuscitation and management of anaphylactic shock	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
2.1(xiv) Interpret haematological, biochemical and radiological investigations	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.

<p>2.2(i) Prioritises patient safety, understands risk and mechanisms for reporting adverse incidents (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>2.2(ii) Demonstrate understanding of the concepts of audit and quality improvement and their application in practice to benefit patient care</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>2.2(iii) Evidence of self-reflective practice</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. Unsatisfactory outcomes (i.e. 2 and 3) and outcome 4 (released from programme) must be included in submission - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - Clinical and/or educational supervisor's report

<p>2.3(i) Demonstrate taking prompt action if you think that patient safety, dignity or comfort is being compromised (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. <p>Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission</p> <ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>2.3(ii) Show a commitment in clinical practice to working in partnership with patients to improve their lives</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. <p>Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission</p> <ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>2.3(iii) Demonstrate treating all patients equally, as individuals, with compassion and respect for their dignity (key competency)</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. <p>Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission</p> <ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.

<p>2.3(iv) Demonstrate prioritising the patient's wishes, beliefs, expectations and needs</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. <p>Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission</p> <ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.
<p>2.3(v) Evidence of having considered the appropriateness of interventions according to patients' wishes, severity of illness and chronic or co-morbid diseases</p>	<ul style="list-style-type: none"> - UK Foundation Programme F1 and F2 ARCP outcome forms - UK core or specialty training ARCP outcome forms. <p>Unsatisfactory outcomes (i.e. 2 and 3) and Outcome 4 (released from programme) must be included in submission</p> <ul style="list-style-type: none"> - Foundation/core/specialty training workplace-based assessments, case- and/or project-based reflective practice - PLAB - 360-degree multi-source feedback - Reference(s) from employing hospital(s) commenting favourably upon on your competence as a clinician.

5. Completing the Associate (Trainee) Membership and Pharmaceutical Medicine Application Form

All sections of the Associate (Trainee) Membership & Pharmaceutical Medicine Training Application Form must be completed in full. Your application form will be returned to you if it is incomplete. Table 2 sets out the information that you must enter on your application form.

Table 2: Information that must be entered on Associate (Trainee) Membership and Pharmaceutical Medicine Application Form

Section 1: Personal details	
Field	What to complete
Title	Enter your professional title, e.g. Dr, Mr, Mrs, Ms, Miss.
Last name and forenames	Enter your last name and forename(s) as it appears on the GMC's List of Registered Medical Practitioners.
Correspondence address	Enter preferred contact details. Please enter your full home or work address including city or town, country and postal code, landline (including dialling code) and/or mobile telephone numbers and email address. Please be advised that the Deanery and the FPM will use these contact details for all their communications to you.
Mobile number	
Preferred email address	
Country of citizenship	
Gender	
Date of birth	DD/MM/YY
Section 2: Existing membership of the Faculty of Pharmaceutical Medicine	
Field	What to complete
a) Are you an existing member of the Faculty of Pharmaceutical Medicine	If you do not know the answer to any of these questions please contact the Faculty at fpm@fpm.org.uk or call 020 3696 9040. Please be advised that you must be up to date with your membership subscription. Your application will not proceed if you have not paid your subscription.
b) If your answer is "Yes" can you please indicate what class of membership you hold?	
c) Please enter your membership number.	

Section 3: Registration and licence to practise	
Field	What to complete
GMC UK registration number	Enter your seven-digit GMC registration number and the official date (DD/MM/YY) you were granted full GMC registration. Please check your registration certificate or the GMC's List of Registered Medical Practitioners for the date. Your application will be returned to you if you enter an incorrect date. Please indicate whether you hold a licence to practise with the GMC. You will not be eligible to apply for Associate (Trainee) membership and to enrol on to the PMST programme if you do not hold a licence to practise.
Other registration (please indicate country)	Enter your last name and forename(s) as it appears on the GMC's List of Registered Medical Practitioners.
Name of registration body	
Registration number	
Date of registration	
Section 4: Diploma in Pharmaceutical Medicine	
Field	What to complete
a) Have you passed the Faculty's Diploma in Pharmaceutical Medicine examination?	Tick either "Yes" or "No". If your answer is "Yes", please state the year that you passed the exam. Please be advised that you must enter the PMST programme within 7 years of passing the exam if you want it to count towards your training.
b) If your answer is "Yes", in what year did you pass the examination?	
Section 5: Degrees and diplomas – primary and specialist qualifications	
Field	What to complete
Title of qualification	Enter the full title of your primary medical qualification (PMQ) and then list any other specialist qualifications you have attained. If you have passed a UK royal college exam, please enter the details in this section.
Issuing body/country	Enter the full name of the body that issued your PMQ and specialist qualifications and the country of the issuing body.
Date of award	Enter the dates (DD/MM/YY) you were awarded your qualifications.

Section 6: Previous enrolment on the PMST programme

Field	What to complete
a) Have you ever been enrolled on to the PMST programme?	State whether you have or have not previously been enrolled on to the PMST programme. If you have, please state whether you resigned or were released from the training programme.
b) Why did you leave the training programme?	<p>If you were released from the training programme (i.e. you were issued a RITA E or an Outcome 4), you will have to request a letter of support for your application from the Postgraduate Dean for Pharmaceutical Medicine.</p> <p>Please contact the Specialty Training Manager if you have difficulty answering any of the questions in this section.</p>

Section 7: Enrolment on other specialty training programmes

Field	What to complete
a) Do you hold a current NTN in another specialty?	Please indicate whether you currently hold a NTN in another specialty and enter your NTN and the name of your deanery or HEE local office.
b) Please enter the specialty that you hold your other NTN and the name of your deanery or Health Education England (HEE) local office.	Please note that paragraph 3.18 of the Gold Guide (7th edition) states: "A trainee should not hold more than one training number (NTN or DRN) at the same time except in circumstances approved by the Postgraduate Dean." Your application on to the PMST might be postponed until the Deanery receives official confirmation from your deanery or HEE local office that your NTN has been relinquished as pharmaceutical medicine is not a dual specialty.
c) Are you on the GMC specialist register in another specialty?	

Section 8: Employment history including clinical training

Field	What to complete
Current post in pharmaceutical medicine based in the UK (please also indicate whether you are an employee or an independent pharmaceutical physician)	<p>Please read the instructions in this section carefully and provide full details of each job as requested to include your full job title/grade, the full name and address of your employing hospital and pharmaceutical organisation, a description of your duties in those jobs and the evidence you have included with your application to support the posts you are relying on for eligibility to enrol on to the PMST programme.</p> <p>It is important that you:</p> <ul style="list-style-type: none"> i) enter all clinical posts that you have held since obtaining your primary medical qualification (PMQ) ii) indicate which of these posts you are relying for your eligibility to enrol on to the PMST programme iii) list all the documentary evidence you are using to support the posts you are relying on for your eligibility to enrol on to the PMST programme. This evidence must be included with your application submission, and iv) sign and date this section.

Section 9: Your Educational Supervisor

Field	What to complete
Name of Educational Supervisor	You must have an approved Educational Supervisor (ES). Your application will be postponed until your local education provider has assigned you a named approved ES. Please enter the name and contact details of your ES.
Contact details including email address	
Has your Educational Supervisor been recognised by the Specialist Advisory Committee on Pharmaceutical Medicine?	Tick either "Yes" or "No". If you are not sure please check their entry on the GMC's List of Registered Medical Practitioners (LRMP). If the doctor is not an approved ES, they must complete the ES application form and attend the Pharmaceutical Medicine Virtual Deanery's introductory workshop for ESs. On completion of the workshop, the doctor will be granted full recognition as an ES.

Section 10: Condition of enrolment on to PMST

Field	What to complete
	Please read the conditions carefully and then sign and date the section. Your application will not be processed if you do not sign and date this section.

Section 11: Declaration – Associate (Trainee) membership & enrolment on to PMST

Field	What to complete
	Please read the declaration carefully and then sign and date it. Your application will not be processed if you do not sign and date this section.

6. How should I submit my application?

You can submit your completed application forms and documentary evidence by post or email. If you are going to send your application by email, you must sign and date each section of the Associate (Trainee) Membership & Pharmaceutical Medicine Application Form either in ink before scanning the form as a pdf file or adding an electronic signature that is date stamped.

Scanned copies of your forms and documentary evidence must be of good quality and legible or otherwise they will be returned to you and you will be asked to resubmit them. If you are including documents that are not in English, you must include a copy of the original document plus a notarised English translation of the document - copies must be of good quality and legible.

Please structure your submission in the following order:

1	A	Associate (Trainee) Membership & Pharmaceutical Medicine Application Form
	B	Evidence to support clinical posts listed in section 8 of your application form and that you are relying on for eligibility to enrol on to PMST: Clinical post #1 Evidence 1 Evidence 2 Evidence 3 Clinical post #2 Evidence 1 Evidence 2 Evidence 3
2		Certificate of Professional and Clinical Competencies for Pharmaceutical Medicine You may have to submit more than one of these Certificates to ensure that at least 42 of the 52 competencies have been assessed as having been achieved by a Consultant, GP supervisor or an Educational Supervisor in pharmaceutical medicine.
3		Individualised PMST Programme Form
4		LEP agreement (if required)

7. Who will evaluate my application?

The FPM Specialty Training Manager will carry out a preliminary check of your application forms to make sure that the forms have been completed in full and that you have submitted the required documentary evidence. Your application will then be sent to a panel, composed of a member of the FPM's Deanery Executive Group and a manager from the Joint Royal Colleges of Physicians Training Board (JRCPTB), to evaluate and approve your enrolment on to PMST.

The evaluation panel will check the documentary evidence you have submitted to support the clinical posts that you are relying on for eligibility to enrol on to PMST and your completed Certificate(s) of Professional and Clinical Competencies for Pharmaceutical Medicine. The role of the evaluation panel is not to reassess your competencies, but to satisfy itself that you have achieved the competencies based on the verifications made by your former Consultant, GP supervisor or your prospective Educational Supervisor in pharmaceutical medicine.

The evaluation panel can ask you to clarify information you have entered on your application forms or evidence you have submitted before it decides the outcome of your application. The request for clarification can be made in writing or by email, by an arranged teleconference or with a face-to-face meeting.

8. Does it matter if I received an unsatisfactory ARCP outcome?

An unsatisfactory ARCP outcome will not normally disqualify an applicant from enrolling on to PMST if the unsatisfactory outcome was to extend the applicant's completion date to re-sit an examination or an assessment, or the applicant was released from their training programme and no training issues were recorded by the ARCP panel. However, each application will be evaluated on a case-by-case basis, and an applicant may still be asked for clarification about their unsatisfactory outcome.

The application process to enrol on to the PMST programme

