



Fellowships and Awards: application and nomination process

Nominations and applications are accepted from mid-January to mid-April and are reviewed by the Fellowship and Awards Committee which meets in early May. Fellowships and Awards are announced in May after the meeting and awardees are invited to attend FPM's Awards Ceremony held at the Royal College of Physicians, London, in late June or early July.

The following information summarises the application process for Ordinary Fellowship and the nomination process for Honorary Fellowship, Honorary Membership, Membership by Distinction, the President's Medal and the Volunteer Award.

Contact us at membership@fpm.org.uk if you would like more information or advice on applying for Fellowship or nominating for an award.

1. Ordinary Fellowship applications

Who can apply

Members of FPM (MFPM) are eligible to apply for Ordinary Fellowship by one of two routes:

Membership (MFPM) for eight years or more: If you have held Membership (MFPM) for eight years or more, you are invited to apply for Fellowship. The eight years is calculated from the date you were awarded Membership to the end of May when the Fellowship and Awards Committee meets. However, if you have any gaps in your Membership you will not become eligible to apply until the equivalent of eight full years has been fulfilled.

Members (MFPM) who have been of the GMC Specialist Register for Pharmaceutical Medicine for at least two years: If you are a Member (MFPM) and have been on the GMC Specialist Register for Pharmaceutical Medicine either through a CCT (Certificate of Completion of Training) or CESR (Certificate of Eligibility for Specialist Register) for at least two years, you are invited to apply for Fellowship. The two years is calculated from the date of registration on the GMC Specialist Register to the end of May when the Fellowship and Awards Committee meets.

How to apply

In addition to providing information on the two criteria detailed below, you will need to submit a full curriculum vitae and a declaration of support for your application from an FPM Fellow. Applicants must be in good standing with subscription fees for the current year fully paid. If you are eligible, we will email you in late January to invite you to apply for Fellowship.

The Fellowship and Awards Committee can ONLY use the information you submit to make a decision so please provide sufficient detail and provide examples wherever possible. Information must be provided for each criteria as just providing a reference to the CV will not be acceptable.

Criteria 1. Contribution in the practice and science of pharmaceutical medicine

Describe your most notable achievements while working in pharmaceutical medicine. This may include work done either as an individual or as part of a team and may be within a pharmaceutical company or elsewhere.

Examples include guideline or regulation development, membership of committees or working groups, leadership (could include project teams or functional groups leadership), teaching and lecturing (within or additional to employment and a regular activity over a period of time), presentations and publications including any recent research (ideally in peer-reviewed journals) and conference abstracts (with evidence of presentations), appraising and assessing (including supervising and mentoring, examining, refereeing and editing). A broad range of activities appropriate to pharmaceutical medicine such as medicines regulation, clinical pharmacology, statistics and data management, clinical development, healthcare marketplace, drug safety and surveillance and interpersonal and management skills will be accepted.

Criteria 2. Contribution to the Faculty of Pharmaceutical Medicine or its aims

Describe any direct or indirect activities you have undertaken to support the aims of the Faculty of Pharmaceutical Medicine as stated in the mission statement: advancing the science and practice of pharmaceutical medicine for the benefit of the public. It is expected that examples should represent sustained contributions over a period of time.

Examples could include activities that **directly** support FPM such as: membership of committees or working groups, contributions to the FPM Journal, supervision of education activities (acting as a PMST Educational Supervisor or Specialty Adviser) or acting as examiner for Diploma or other examinations, or participation as a speaker or delegate at FPM meetings and symposia. It is recognised that not all members may be able to directly support FPM activities, so examples could include activities that **indirectly** support FPM's aims such as: promoting standard setting, education or training within organisations, encouraging colleagues to enrol in programmes such as PMST or to sit the Diploma in Pharmaceutical Medicine or other FPM examinations, promoting FPM membership to colleagues, promoting the FPM's work in countries or work environments where FPM representation is low and knowledge of its aims is limited.

2. Honorary Fellowship and Honorary Membership nominations

Who can nominate

Nominations for Honorary awards can only be made by FPM Fellows who are in good standing, with subscription fees for the current year fully paid.

How to nominate

To nominate an individual a statement of support is needed which details how the nominee fulfils the relevant criteria detailed below, this should be between 300-1000 words long. All nominations must be supported by a seconder who is an FPM Fellow.

The Fellowship and Awards Committee can ONLY use the information you submit to make a decision so provide sufficient detail to show how the nominee fulfils the relevant criteria as detailed below and provide examples wherever possible.

Criteria for Honorary Fellowship

On the recommendation of the Fellowship and Awards Committee, the Board of Trustees, may bestow Honorary Fellowship on persons of eminence who may or may not be FPM members, and who have made **exceptional** contributions in the fields of research, teaching or the practice of pharmaceutical medicine, or medical or general science, or society.

Criteria of Honorary Membership

On the recommendation of the Fellowship and Awards Committee, the Board of Trustees may bestow Honorary Membership on persons who are not FPM members, and who have made **significant** contributions in the fields of research, teaching or the practice of pharmaceutical medicine, or medical or general science, or society.

Honorary Fellows and Members need not be medically qualified. Honorary Fellows and Members will not be eligible to vote or to stand for election to the Board of Trustees. Honorary awards are strictly limited.

3. Membership by Distinction nominations

Who can nominate

Nominations can only be made by FPM Fellows who are in good standing, with subscription fees for the current year fully paid.

How to nominate

To nominate an individual a statement of support is needed which details how the nominee fulfils the relevant criteria detailed below, this should be between 300-1000 words long. All nominations must be supported by a seconder who is an FPM Fellow. The Fellowship and Awards Committee can ONLY use the information you submit to make a decision so provide sufficient detail to show how the nominee fulfils the relevant criteria as detailed below and provide examples wherever possible.

The individual nominated for Membership by Distinction must be a medically qualified doctor and provide a letter of assent and a CV, which is submitted with the nomination form. The letter of assent confirms they are aware you are proposing them for Membership by Distinction and are happy for you to do so*. Members by Distinction have the same rights, privileges, and obligations as Members and pay the Membership subscription. Members by Distinction can apply for Ordinary Fellowship (FFPM).

*The doctor you are nominating just needs to write a short note to say they are happy to be nominated and, if successful, are aware they are required to pay an annual subscription (Member rate).

Criteria for Membership by Distinction

On the recommendation of the Fellowship and Awards Committee, the Board of Trustees may bestow Membership by Distinction on pharmaceutical physicians who have made a **significant** contribution in the fields of research, teaching or the practice of pharmaceutical medicine. This is an exceptional route to Membership for individuals who have made a significant contribution beyond the normal day-to-day practice of pharmaceutical medicine.

4. President's Medal

Who can nominate

All FPM members are eligible to nominate. All nominations must be supported by a seconder.

How to nominate

You can nominate either an FPM member or non-member and they do not need to be medically qualified. The award is typically made to an individual, however nominations for a team will also be considered. To nominate you need to submit a statement of support which details the nominee's contributions to pharmaceutical medicine, this should be between 300-1000 words long.

Criteria for the President's Medal

The President's Medal is the highest honour FPM can bestow, this award recognises **exceptional** individuals who have gone above and beyond to deliver fundamental and transformational change to the field of pharmaceutical medicine.

The winner will be an individual (or team) who has made a significant contribution to pharmaceutical medicine, this can have been over a long period of time or for a sustained and intensive short period.

The Fellowship and Awards Committee review all nominations on a case-by-case basis. Only the information submitted will be considered. Therefore, please think carefully about your statement in support of nomination.

5 Volunteer Award

Who can nominate

FPM members, FPM staff and lay members serving as volunteers (e.g. as a lay member of a committee) can nominate. All nominations must be supported by a seconder.

How to nominate

Anyone who has done voluntary, unpaid, work for FPM can be nominated for this award (*also* having done paid work for FPM does not exclude a person). To nominate you need to submit a statement of support which details the nominee's contributions, this should be between 300-1000 words long.

Criteria for the Volunteer award

The Volunteer Award is given to an individual in recognition of consistent and/or outstanding efforts and contributions that have helped the FPM to achieve excellence in our mission to advance the science and practice of pharmaceutical medicine.

The winner will be an individual whose contribution to FPM has gone above and beyond or has had a significant impact on our work as a charitable and professional membership body.

The Fellowship and Awards Committee review all nominations on a case-by-case basis. Only the information submitted below will be considered. Therefore, please think carefully about your statement in support of nomination.