Application to be approved to implement revised entry requirements for independent prescribing courses

**Submission template, 2022/23 academic year v1.0**

## Introduction

Changes to the requirements for entry to accredited independent prescribing courses were agreed by the GPhC in May 2022 after carefully considering feedback from a public consultation. These changes to the standards mean pharmacists will no longer need to have two years of practice and relevant experience in a specific clinical or therapeutic area to enrol in an independent prescribing course.

Instead, applicantsmust now have relevant experience in a pharmacy setting and be able to recognise, understand and articulate the skills and attributes required by a prescriber. This experience and awareness will act as the basis of their prescribing practice whilst training. Applicants must also identify an area of clinical or therapeutic practice on which to base their learning.

Guidance to support these changes has been published and the implementation date for the revised elements of the standards for education and training of pharmacist independent prescribers is 1 October 2022.

## Approved against revised aspects of standards

From 1 October 2022, the accreditation and reaccreditation of all independent prescribing courses will be to the revised standards. Any course provider wishing to implement the revised entry requirements before their next reaccreditation process has been completed, should prepare an application using this template and submit it to the GPhC along with supporting evidence.

The information provided will be reviewed by the GPhC Education team and an outcome given on approval, normally be within two weeks. Once approval has been given pharmacists may be accepted in line with the revised entry requirements.

All course providers must continue to apply the previous entry requirements until approval has been given either through completion of this application process or as part of the reaccreditation process.

## Reference documents

* [GPhC standards for the education and training of pharmacist independent prescribers, January 2019, updated October 2022](https://www.pharmacyregulation.org/education/education-standards)
* [Guidance to support the implementation of the standards for the education and training of pharmacist independent prescribers, October 2022](https://www.pharmacyregulation.org/education/approval-courses/accreditation-guidance)

## This template

This template should be used by any provider of a GPhC-accredited independent prescribing course that wishes to implement the revised entry requirements before their next reaccreditation event.

## Guidance on completion of this template

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| * Next to each criterion, please provide a narrative to explain how that criterion will be met. Except where a single piece information or lists are asked for, this narrative must be written in prose. Reference to links, file names, or module titles on their own are not acceptable.
* Should your commentary relate to more than one criterion, it does not need to be repeated. Simply include a note referencing to the relevant commentary, e.g. ‘please refer to commentary under criterion 1.2’.
* Full reference must be made within the narrative to the documents that you are providing as supporting evidence.
* Any diagrams or images should be submitted separately as documentary evidence and not embedded within the template.
* Hyperlinks may be used within your commentary to signpost to evidence, but please check that the links are not broken, and that external access is permitted.
* Please provide documentary evidence as appendices to support the information that you have provided within the template. To help guide you, there is a list of required appendices at the end this document. Please make sure these are included. We suggest that it is not necessary to submit more than **5** documents.
* Supporting documents should be included as appendices and should be provided separately from the submission template.
* Following review of your submission document and associated evidence, you may be asked to submit additional items of evidence or further information. If this is necessary, we will discuss this with you.
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## Support and further information

If you have any questions when preparing your submission, please contact the GPhC Education team ateducation@pharmacyregulation.org

The GPhC is committed to compliance with the General Data Protection Regulation (GDPR), details for our privacy policy can be found on our [website](https://www.pharmacyregulation.org/privacy-policy).

**[Please delete this guidance page before submitting your application]**

# Background course information:

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| **Academic year:** 2022/23 |
| **Name of course provider:**  |
| **Contact name:**  |
| **Job title:**  |
| **Address:**  |
| **Telephone/mobile:**  |
| **Email:**  |

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| **Course name (used on university advertising):** |
| **Date of next planned intake to the course:** |

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| Summary of course changes to meet the revised requirements for entry |
| **Please use this section to provide a brief overview of adaptations that have been made to your admissions and selection processes to ensure that all entrants meet the revised entry requirements. Further detail should be provided next to the relevant standards later in this document.** |
| **Provider’s commentary** Please type your commentary hereXXX(expand as necessary) |

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| Part 2: Standards for pharmacist independent prescribing course providers |
| Standard 1 – Selection and entry requirements. |
| **Selection processes must be clear, consistent and unbiased, comply with relevant legislation and ensure that applicants meet course entry requirements.** |
| **Standard met/will be met? Yes** [ ]  **No** [ ]  **(GPhC use only)** |
| 1. **Selection criteria must be clear and must include meeting all the entry requirements in these standards.**
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| **The entry requirements, showing revised elements in bold:*** 1. *Applicants are registered as a pharmacist with the General Pharmaceutical Council (GPhC) or, in Northern Ireland, with the Pharmaceutical Society of Northern Ireland (PSNI).*
	2. *Applicants are in good standing with the GPhC and/or PSNI and any other healthcare regulator with which they are registered.*
	3. ***Applicants must have relevant experience in a UK pharmacy setting and be able to recognise, understand and articulate the skills and attributes required by a prescriber to act as the foundation of their prescribing practice whilst training.***
	4. ***For the purposes of developing their independent prescribing practice applicants must identify an area of clinical or therapeutic practice on which to base their learning.***
	5. *Applicants must have a designated prescribing practitioner who has agreed to supervise their learning in practice. The applicant’s designated prescribing practitioner must be a registered healthcare professional in Great Britain or Northern Ireland with legal independent prescribing rights, who is suitably experienced and qualified to carry out this supervisory role, and who has demonstrated CPD or revalidation relevant to this role. Although an applicant may be supervised by more than one person, only one prescriber must be the designated prescribing practitioner. The designated prescribing practitioner is the person who will certify that successful pharmacists are competent to practise as independent prescribers.*
 |
| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |
| 1. **Selectors must apply the selection criteria consistently, in an unbiased way and in a way that meets the requirements of relevant legislation.**
 |
| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |
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| 1. **Course providers must provide clear guidance on the type of experience a pharmacist should have before applying to the course. This guidance must be available to applicants before they make an application.**
 |
| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |
| 1. **Course providers must check at the selection stage that they are satisfied each applicant has:**
* **relevant experience in a UK pharmacy setting**
* **the ability to recognise, understand and articulate the skills and attributes required by a prescriber, and**
* **an identified area of clinical or therapeutic practice.**

**This must be clearly demonstrated and detailed by the pharmacist as part of the selection process.** |
| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |
| 1. **A course provider must fully evaluate each application and decide if the applicant has sufficient and relevant experience to begin a course to train as an independent prescriber. If the course provider decides that there is insufficient relevant experience, they must reject the application, clearly setting out the reasons behind this decision.**
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| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |
| 1. **Course providers must ensure that all the entry requirements have been met before the start date of a course on which an applicant is enrolled.**
 |
| **Provider’s commentary** Please type your commentary hereXX(expand as necessary) |
| **GPhC use only:****Criterion met/will be met? Yes** [ ]  **No** [ ]  |
| **GPhC commentary:**X |

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| **Documentary evidence** |
| **Please list below the documents that you are providing as supporting evidence.**We suggest that no more than **5** pieces of documentary evidence are provided. Please make sure that within your appendices you include:* A copy of the revised student application form for the course
* Revised selection policies/processes and/or application or interview proformas to reflect the changes to the entry requirements
* Revised information and guidance for potential applications (this could alternatively be provided as a web link within your commentary)
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| **Referencing documentary evidence*** Please give each piece of evidence a clear and meaningful title. For ease of reference, supporting documents should be numbered accordingly, e.g. **Appendix 1 -** **Course application form**
* The document title referred to in your commentary should be identical to the name of the relevant .PDF file you have provided.
* When referencing supporting documents within the submission, please indicate the document clearly (for example, in **bold**) and use the full name and appendix number throughout, e.g. **Course Application form (Appendix 1)**
* Please ensure that all file names are concise and do not contain any special characters including: **/ \ : \* ? ” < > | # { } % ~ &**
* Please ensure that file names are no more than 80 characters.
 |
| **Appendix 1 - XXX****Appendix 2 - XXX****Appendix 3 - XXX**(expand as necessary) |

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| Submitting your documentation to the GPhC**You must send the following electronically via email or through a secure link:*** A **Word** and a **PDF** version of your submission document
* A **PDF** version of each item of documentary evidence

 **@**envelope**education@pharmacyregulation.org** |