Six-month placement - Guidance

You may want to show this guidance to any pharmacist who is considering employing or supervising you for your six-month work placement.

Why do I have to complete a six-month placement?

Under the registration assessment regulations, you have to have a further six-month period of supervised employment in a patient-facing establishment before you can sit the registration assessment, if:

- you have failed the registration assessment twice
- more than 18 months has passed between your first and second attempt at the assessment, or
- more than 12 months has passed since you completed a six-month period of supervised employment.

The placement will allow you to maintain and enhance your knowledge and skills in the pharmacy environment, and will let you focus in particular on framework areas where you performed less well in your previous attempts at the assessment. A contingency placement may also be necessary if you are approaching your time limit (1.2).

Six-month placement requirements

To give you the best chance of deciding when you are ready to make a further attempt at the assessment, you will need to reflect on your own developmental needs. You should aim to complete a placement that can support your individual needs and enhance your understanding of the application of current pharmacy knowledge in practice, therefore we do not specify a minimum weekly time commitment.

The following rules apply to your six-month placement:

- The placement must be in a patient-facing pharmacy role under the supervision of a pharmacist. However, the placement does not have to be at an approved pre-registration training establishment with a pre-registration tutor.

- You cannot begin a six-month placement until you have submitted this form and have received confirmation from the GPhC. Please see below for the placement start date deadlines in order to be eligible for the 2020 registration assessments.

  Important: You must tell us beforehand, because your eligibility to sit the assessment might be affected if you do not. If we do not receive your notification before you start the placement, any time you work before we get the notification will not count as part of your six-month placement. That is, the placement (if we approve it) will be taken as having started on the day we received your notification.
• So that you are eligible to sit the assessment again, at the end of your placement the supervising pharmacist will need to sign a declaration confirming the dates you have worked. The declaration will also say that they do not know of any reason that would prevent your registration as a pharmacist. You will need to submit the completed declaration with your assessment entry application. We will send a declaration form to your supervising pharmacist when your placement has been approved.

The wording of the declaration is:

*I declare that I know of nothing to raise within the GPhC Standards for Pharmacy Professionals about the actions, professional performance or health of this trainee that would prevent their registration as a pharmacist.*

**Where can I do my six-month placement?**

Some find it beneficial to undertake the six-month placement in a different establishment from where they did their pre-registration training. Your preparation for a final attempt at the registration assessment may be improved by the different experience this would give you.

Under the Pre-registration Scheme Requirements – see section 2.17 of the pre-registration manual – pre-registration tutors are only permitted to take on one pre-registration trainee, therefore, your supervising pharmacist must not already be a pre-registration tutor. This is to ensure that all trainees are treated fairly and that their individual training needs are met, in a robust structure that meets all of the GPhC’s required learning outcomes. The supervising pharmacist must work the same hours as you in order to be able to sign the declaration at the end of the six months.

**Six-month placement cut-off dates**

To be eligible to sit the assessment you must have completed your six-month placement by the deadline for receipt of assessment entries.

To be eligible for the assessments held in 2020 you must keep to the dates below:

- To be eligible for the **June 2020 sitting** you must have started training, notified us, and received approval from the GPhC by **Friday 8 November 2019**
- To be eligible for the **September 2020 sitting** you must have started training, notified us, and received approval from the GPhC by **Friday 7 February 2020**

You must keep to these dates or your eligibility to sit the assessment might be affected.
Where do I send my notification form?

Scan and email your form to: prereg@pharmacyregulation.org

Or you can send it by post, but it will take longer to reach us. Post your form (by a traceable method, such as 'Royal Mail Signed For') to:

**Six-Month Placement**  
Customer Services Team  
General Pharmaceutical Council  
25 Canada Square  
London  
E14 5LQ

Once we have received your notification form we will send you an acknowledgement. If you do not receive this acknowledgement within ten working days of sending your notification to us, email the pre-registration team to check that it has been received:  
prereg@pharmacyregulation.org

The information that you give us on this form will be used to track and record your notification of your six-month placement so that we can make sure you are eligible for any further attempts at the registration assessment, when it is deemed a six-month placement is required. These requirements are detailed in the registration assessment regulations. For further information on regarding the GPhC's privacy policy, please see the following link:

[https://www.pharmacyregulation.org/privacy-policy](https://www.pharmacyregulation.org/privacy-policy)
Notification of six-month placement

(This form is to be filled in by the prospective supervising pharmacist)

The details below are for a pre-registration trainee who has already completed 52 weeks of pre-registration training, resulting in a signed final declaration. They must now undertake a further six-month period of employment in a pharmacy before sitting the registration assessment (under regulations 1.24 – 1.26 of the registration assessment regulations).

Trainee's full name

Trainee's pre-registration number

Trainee's email address

Name of supervising pharmacist

My GPhC number

I confirm that I will be acting as supervising pharmacist for the above trainee, at the following premises:

Please give the full name and address of the pharmacy including its postcode and GPhC premises registration or training site number

The trainee's period of work experience will start on

and finish on

I am aware that I will be required to complete a declaration at the end of the six-month period, confirming completion of this placement so that the trainee may attempt the registration assessment. In accordance with the GPhC Standards for Pharmacy Professionals, I will challenge poor practice and behaviours and tell the GPhC if I consider at the end of the placement that the actions, professional performance or health of this individual may adversely affect patient care or public safety.
To the trainee
Please make sure that you submit this form before the date you want to start your placement, so that we can confirm its suitability. We cannot recognise any time you may have worked before we receive the form. Your application should be posted by a traceable method, such as recorded delivery.