

Preregistration Pharmacist Recruitment Proposals

Advertise	<ul style="list-style-type: none">• 3 adverts – 12 month <u>prereg</u>, sandwich P1, sandwich P2• One advert for hospital, community and split, Links to detailed info on posts• Advertised for 2 months before applications open
Apply	<ul style="list-style-type: none">• Apply in August• Self assess• Preference after <u>longlisting</u> - minimum of 30 places, filtered
<u>Longlist</u>	<ul style="list-style-type: none">• Screen eligibility eg degree, HEI student lists, <u>GPhC</u> letter• Fitness to practice• Time limits ie <u>8</u> years to registration
Shortlist	<ul style="list-style-type: none">• Self assessment. Checked at selection
Select	<ul style="list-style-type: none">• Selection centres across England using one standard methodology• Determined by outputs of professional attributes framework project• Students attend one centre only and book online
Offer	<ul style="list-style-type: none">• All students ranked in order of performance at selection & self assessment. Matched to their preferences• Exceptional circumstances will be <u>preallocated</u>• All offers made simultaneously. 48 hours to accept or decline then opt in upgrades will be applied. References sought• HEIs and employers informed
Clear	<ul style="list-style-type: none">• Last resort. Avoided if possible

1. Adverts

In 2017 2 posts will be advertised:-

- 12 month training posts
- University of Bradford sandwich MPharm preregistration placement 1

There will be one job description and person specification covering all 12 month posts. Employers may provide further detail about the roles and responsibilities within their specific post although the core as outlined in the advertised person specification must be adhered to. Employers can provide further details about their organisations or training programmes. Posts can be advertised as individual posts or clustered in batches.

2. Apply

Students can register on the system in June and July and can navigate information about all of the posts. They can submit applications in August. There may be an element of self assessment in the application form which would be validated through portfolios at a selection centre. This has yet to be determined. Students will be asked to filter posts to preference them. They can select by location and sector (this includes placements of 3 months or longer). Hospitals may be filtered further by specialty. Community pharmacies can be filtered further by the numbers of pharmacies. Posts filtered positively can then be ranked in prioritised order or left with as selected but not ranked.

3. Longlisting

Done by a central recruitment team. This will include flagging applications which need to be followed up/ queried or are not eligible to proceed eg unlikely to meet GPhC requirement for registration to occur within 8 years of commencing MPharm.

4. Shortlisting

There will be no shortlisting of application forms. All eligible students to apply will attend a selection centre or equivalent.

5. Selection

Selection will be based on the person specification and Professional Attributes Framework. The development of methods will be procured in Sept 2016. Feedback from employers thus far indicates a preference for situational judgement tests and selection centres or multiple mini interviews, There will be a face to face element and employers are expected to contribute to this. The number of selection centres is yet to be determined and will be administered by HEE. Students will attend one selection centre only which they can select and book onto online.

6. Offers

Students will be given a score depending on their performance during the selection process. These scores will be used to rank students and their score will determine which post on their preferred list they are offered. There will be a restricted list of special circumstances which would prioritise students to receive posts in particular locations providing they scored above a threshold score. All

offers would be made by a central HEE team on the same day. Students can accept or reject offers. If they reject an offer they will be removed from the system. When accepting, they can accept the post as is or accept but take a higher ranked post on their list if one becomes available (upgrading). Upgrading will be automated by the ORIEL system. Once upgrading is complete employers will be provided with successful applicant details.

7. Clearing

Provision will be made for clearing in 2017 although the aim is to avoid it if possible.