



England and Wales: Foundation Trainee Pharmacist Recruitment Applicant Handbook

For programmes commencing 2027



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Foreword

Welcome to the Applicant Handbook, which supports the National Foundation Trainee Pharmacist Recruitment Scheme for England and Wales.

NHS England and Health Education and Improvement Wales (HEIW) have been working with pharmacy employers, students and trainees, training providers and recruitment specialists to develop a recruitment system which is transparent, fair and robust. The National Recruitment Scheme uses tried and tested IT systems and selection methodologies and provides a mechanism for all first iteration job offers to be issued on the same day. We recognise that applicants will have different reasons for wanting to train in different sectors or locations and to support this, we have developed an enhanced preferencing system designed to maximise choice.

Don't forget that the **only way to obtain a foundation training place in England, Wales and Scotland is via their National Recruitment Schemes**. This comprehensive Handbook will tell you everything you need to know about the England and Wales National Recruitment Scheme to make sure you are fully prepared for all aspects of the process. If you are applying to vacancies in Scotland, you will need to access the Public Services Delivery Scotland (PSD Scotland) applicant handbook which can be found [here](#).

Please take your time to read through this handbook; we encourage you to provide feedback to ensure we continuously improve the experience we offer you and those who will follow you.

Good luck with your application!

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Pharmacy Dean, London and National Professional Lead for Foundation Training Recruitment

1. Introduction

Applying for a foundation training programme is an important decision and can seem like a daunting task. There are many factors to consider when thinking about where you would wish to complete your training.

The aim of the National Recruitment Scheme (NRS) is to have a fair, equitable and transparent recruitment process for all. Applying through the online portal (Oriol) requires you to submit one application in order to apply for all foundation training places in England and Wales.

It is important to remember that **the only way to obtain a foundation training place in England and Wales is via the NRS**. It is therefore essential that you understand and follow the NRS process and select a training place from the many thousands on offer.

This Applicant Handbook is designed to provide the necessary information to support you in making a successful application for foundation training programmes commencing in July/August 2027. The sections are set out to follow the stages of the national application process in chronological order, as far as possible. The handbook also explains how to access the online application system (Oriol) and what information you need to provide to support your application.

Representatives from the British Pharmaceutical Students' Association (BPSA) as well as employers have helped to create this handbook to ensure all important points are covered.

The Pharmacy National Recruitment Office (PNRO) is hosted by NHS England and manages recruitment into foundation training programmes across England and Wales.

The Oriol Applicant User Guide is available for Oriol system-specific guidance via the Resource Bank section of the [Oriol](#) system.

The [National Recruitment Scheme website](#) is updated regularly with the latest application information; we recommend that you visit this often to ensure you stay up to date, in particular the [Student Zone](#) page.

It is a requirement of your application that you read, understand and comply in full with the Applicant Terms of Participation ([Appendix A](#)), which set out our expectation of applicants applying to the National Recruitment Scheme.

If your query cannot be answered by the information found on the website or through this handbook, please go to the [Enquiries and Support portal](#). There is an [FAQ](#) function which we advise you to look through before submitting an enquiry.

1.1 General overview of 2027 recruitment

In 2021 the regulator for pharmacy, the General Pharmaceutical Council, published revised standards and updated learning outcomes for the initial education and training of Pharmacists. Universities updated their MPharm undergraduate degrees to align to these. Foundation training has been similarly revised to reflect these changes, with some key aspects described below.

- All students graduating on the 2021 learning outcomes will qualify as independent prescribers
- All training programmes will be quality managed by NHS England for England programmes and HEIW for Welsh programmes
- The National Recruitment Scheme (NRS) is the ONLY route to obtain a foundation training programme. You MUST register with Oriol and sit the NRS assessments to if you wish to commence foundation training in 2027
- Most programmes will require some element of training in a different location, especially for the prescribing element. You should be prepared for this.
- Anyone who has graduated on the 2011 learning outcomes (Interim Learning Outcomes) will get equal access to training programmes, but MUST still register with the NRS and sit the NRS assessments

Applying for a training place in England and Wales

Applicants for programmes starting in 2027 must submit an application online to the National Recruitment Scheme via the Oriol portal and sit the NRS assessments which consist of a Situational Judgement Test (SJT) and Numeracy test. Further information on the application process and the assessments can be found later in this handbook.

Applying for a training place in Scotland

Applicants for programmes in Scotland are required to complete a separate application on Oriol but will sit the same assessments as for the England and Wales vacancy.

Scotland will be using the same selection methods as England and Wales and will follow the same recruitment timeline.

Further information is available at [Public Services Delivery Scotland \(PSD Scotland\)](#).

Applying for a training place in England and Wales, and in Scotland

Applicants who apply to England, Wales and Scotland vacancies will need to preference within each vacancy on Oriol.

However, you will only be required to sit the SJT and numeracy test once and your score will be used in both applications.

Applicant Terms of Participation

As part of your application, you will be required to confirm your agreement to abide by the Applicant Terms of Participation ([Appendix A](#)). These Terms set out NHS England's expectation of applicant conduct during the recruitment process and into your training year. By ticking the confirmation boxes, you are indicating that you will comply in full with these Terms. You **must** ensure that you have read and understood these terms in full before submitting your application, as failure to adhere to these Terms may adversely impact your eligibility to enter training.

Applicants are reminded that they must **consistently demonstrate** the attitudes and behaviours expected of pharmacy professionals, as described in the [GPhC Standards for pharmacy professionals](#), **throughout their training programme** to join the register and be fit to practise.

IMPORTANT: This Applicant Handbook contains guidance on the process for applying to England and Wales only. If you have questions regarding the process in Scotland please contact Public Services Delivery Scotland (PSD Scotland) directly by submitting a support request on their [helpdesk](#) or visit the PSD Scotland [website](#).

1.2 Recruitment timeline

Key dates are listed below. Further detail regarding each of these steps is provided later within this handbook.

Recruitment Activity	Date (Time)
Oriel applications open	15 th June 2026 (12:00pm GMT)
Oriel applications close	3 rd July 2026 (10:00am GMT)
Foundation training programme information available on Oriel	15 th June 2026
Preferencing window opens	29 th July 2026
Invitation to SJT/Numeracy test selection centre opens	3 rd August 2026
Invitation to SJT/Numeracy test selection centre closes	14 th August 2026

SJT/Numeracy test selection centre held	21 st September 2026 – 1 st October 2026
Preferencing window closes	22 nd October 2026
First iteration of offers made	4 th November 2026
Offers hold deadline	20 th November 2026
Offers upgrade deadline	25 th November 2026
Employers/host organisations informed of trainees recruited	Mid December 2026
Employers advised to contact recruited trainees	Mid December 2026 to March 2027
Programmes commence	July/August 2027

*If you have not been contacted by your employer by early March, please contact the PNRO via the [Enquiries and Support portal](#)

Please note that all dates above are **subject to change** and we recommend you check the [National Recruitment Scheme website](#) for any updates.

1.3 Applying for foundation training commencing in 2027

Applications open on 15th June 2026 at 12:00pm GMT (UK local time) and close on 3rd July 2026 at 10:00am GMT (UK local time).

IMPORTANT: You must apply within the application window if you wish to obtain a training place; there is no other route to foundation training for 2027. If you miss the application window you will not be able to obtain a training place, and late applications will not be accepted under any circumstances.

All applications must be made via the [Oriel recruitment portal](#) using the nationally agreed application form.

- You can register on the Oriel system at any time but please note that **registering on the Oriel recruitment portal is only the first step**, and a confirmation of this registration will automatically be sent to you. After this confirmation, you **must complete and submit the actual application by the deadline**. Please refer to the additional guidance, which can be accessed via the [Resource Bank](#) on the Oriel system.

- Communication between yourself and the PNRO will primarily be via Oriel/email - we recommend that you opt in for emails (please use emails you will always have access to) and SMS when registering on Oriel. You should check your email account and Oriel account a minimum of once every 48 hours. Failure to do so may result in your missing vital information in relation to your application. Please also check spam or junk-mail to ensure correspondence has not been filtered by your provider.
- You will only need to submit one application.
- You will not be asked to provide a supporting statement to demonstrate that you meet the person specification as part of your application.

1.4 Employers participating in the England and Wales NRS

All employers and host organisations participating in the NRS are required to sign up to NHS England's [Terms of Participation](#), which include adherence to NHS England's Quality Framework and Standards. This sets out the standards that trainees can expect within their training programmes. For training programmes in Wales, in addition to the quality framework in Wales all host organisations sign a training agreement with HEIW and HEIW quality manage all host organisations.

A wide variety of organisations can employ foundation trainee pharmacists, including hospitals, community pharmacy, general practice and health and justice. Oriel allows you to filter employers by hospital, community pharmacy, general practice and other sectors.

Multi-sector rotations and prescribing settings

Many programmes in England will require you to spend 13 weeks or longer away from your main training site in another sector of practice. This is called a multi-sector rotation. This allows you to experience training in a different environment and in some cases also ensures that you are spending time training in a prescribing learning setting under the supervision of someone who is already an independent prescriber. Oriel allows you to filter programmes that provide a multi-sector rotation of 13 weeks or longer.

Wales will only be offering multi-sector programmes. In Wales, all trainees are employed by NHS Wales Shared Services Partnership (NWSSP) through a single lead employment model. This means irrespective of the programmes you preference, your terms and conditions of employment are the same.

Please note in both Wales and England, as well as information being shared with the employer, your information will be shared with organisations who will host you during your foundation training, Health Education and Improvement Wales (HEIW) and NHS England as required.

Some trainee pharmacists will not qualify as independent prescribers (for example those graduating on the 2011 learning outcomes and those who have entered training via the overseas pharmacists' assessment programme (OSPAP)). Employers/host organisations are committed to accept and support the training needs of applicants irrespective of their route to foundation training. See [Section 1.1](#) for more information.

In cases where employers have recruited multiple trainees on both the 2011 (Interim) and 2021 (Full) learning outcomes, access to prescribing learning settings will be prioritised for those trainees who will require these to fulfil GPhC learning outcomes specifically linked to prescribing.

A full list of foundation training programmes included within the NRS will be available to view on Oriel from 15th June 2026 by selecting the **Pharmacy Programmes** option from the Oriel landing page.

1.5 Reapplication by previous applicants

In rare cases, applicants who have applied in previous rounds of the NRS (but did not commence training) wish to reapply in subsequent rounds to gain access to all training places available in those rounds. Such applicants may do so through Oriel so long as they meet the [eligibility criteria](#). However, it is imperative to note that a new application is required, necessitating the completion of both the SJT and the numeracy test once again. Previous applications and associated assessment scores will not be carried over to subsequent recruitment rounds. All returning applicants are required to engage in the full NRS application process to be considered for foundation training.

Applicants who have **previously commenced Foundation Pharmacist training** but did not complete the programme, **must check their eligibility** with NHS England before applying to, preferencing, or accepting a post through the NRS.

2. Before you apply

2.1 Eligibility to apply

Before beginning your application, it is important to determine whether you are eligible to apply or not. You must meet certain eligibility criteria in order to be considered for foundation training programmes.

IMPORTANT: We strongly advise that you read the [Person Specification](#), [Job Description](#) and [Professional Attributes Framework](#) before starting an application. (See [Appendices B](#), [C](#) and [D](#)).

Applicants who are eligible to apply for the foundation training programmes via the NRS are as follows:

- All current third year UK MPharm undergraduates*
- UK MPharm graduates
- Overseas Pharmacists' Assessment Programme (OSPAP) students
- OSPAP graduates

* Any current third year UK MPharm student who has not consented for their School of Pharmacy (SoP) to provide their details as requested by the PNRO will not be eligible to apply. This means they will not be able to obtain a foundation training place for 2027.

The following applicant types are not eligible to apply:

- European Economic Area (EEA) Pharmacists or an EEA Pharmacist requiring adaptation training
- Applicants who have failed their registration assessment and are awaiting a second or final attempt

Applicants who have previously banked training with the GPhC must contact the [PNRO](#) for further guidance.

Please note that the duration of all training programmes recruited to is 52 weeks.

Pharmacy careers advice and support is available from the [GPhC](#) and [Health Careers](#) websites. Further advice can be obtained from the [Pharmacist Support](#).

2.2 Overseas applicants – eligibility

Some pharmacy graduates will require a work visa to enable them to undertake foundation training in the UK. It is the graduate’s own responsibility to ensure that they follow the government’s visa processes correctly.

For visa and immigration guidance please visit

<https://www.gov.uk/government/organisations/uk-visas-and-immigration>. Please be aware that NHS England is not able to provide any advice regarding immigration queries.

IMPORTANT: Applicants who require a visa must ensure they carefully review programme details before preferencing. You must only preference programmes that are able to support your required visa route. For Skilled Worker Visa applicants, only programmes displaying ‘**SWV**’ within the programme preference title can provide sponsorship. It is the applicant’s responsibility to select appropriate programmes. Preferencing programmes that do not offer the required visa support may result in difficulties later in the recruitment process, as offers cannot be progressed where visa sponsorship is not available. See **Section 4.5** for more details.

2.3 Accessing the Oriel system

You can **register** on the Oriel system at any point to familiarise yourself with the system before the application window opens on 15th June 2026). You are encouraged to do so.

To access and register you will need to [visit Oriel](#) and select ‘Pharmacy Programme’.

The screenshot shows the Oriel system interface. On the left, under 'Applicants', there are four options: 'UK Foundation programme', 'Medical and Public Health Specialties', 'Dental Specialties', and 'Pharmacy Programme' (which is circled in red). Below these is 'Healthcare Sciences'. The central 'Welcome to Oriel' section provides instructions for applicants and assessors, lists supported browsers (Chrome, Edge, Safari, Firefox), and includes a 'Login' button. The right section, 'Not an Applicant?', offers options for 'Assessors' and 'Employers'.

When registering, current MPharm students will need to ensure their forename and surname are entered in the same way as the information provided by their School of Pharmacy (SoP) and is the same as indicated in their passport/main identification documents. This is used throughout the recruitment process and consistency is imperative.

If you need to check the information that was provided by your SoP please contact them directly.

If you have made any errors in creating your account and need to amend your personal details, this can be done by clicking on 'Profile' once you are logged into Oriel.

IMPORTANT: Any third year UK MPharm student who has not consented for their SoP to provide their details as requested by the PNRO will not be eligible to apply to the NRS and will therefore not be able to obtain a foundation training place for 2027.

IMPORTANT: You will be asked to enter your email address. This email address is the primary means of contact between the applicant and the PNRO, so it is imperative that the email address you enter is one that you check on a regular basis and is valid until the end of the recruitment process **including outside of term time**. After the offers process is complete, employers may send written correspondence to the postal address of their successful applicant, so it is important that the postal information you enter is up-to-date and valid until the end of the recruitment process.

Once you have registered you will be able to log into your Oriel account using your email address with the password you have created. You will also be able to navigate around your own personal dashboard, which is where you are able to view all messages sent from Oriel and review your application.

From 15th June 2026 until 3rd July 2026, you should **complete and submit the NRS application form**. All sections of the application form must be completed and submitted before the deadline (see below for further details on individual sections). The only information you will be able to change after submitting your application is the order of your programme preferences, your referee details, and your personal contact details.

IMPORTANT: Please ensure you have a reliable working internet connection. We recommend you submit your application in plenty of time and well before the final deadline. Late submissions will not be permitted.

Further details on how to complete each section of the application are provided in **section 3.1** of this handbook.

We encourage you to register before the application window opens (15th June 2026 – 3rd July 2026), for the following reasons:

- To familiarise yourself with the Oriel system.
- The personal section of your application can be completed as part of registration. This will be saved on the system and brought forward into your application, saving you time during the application window.

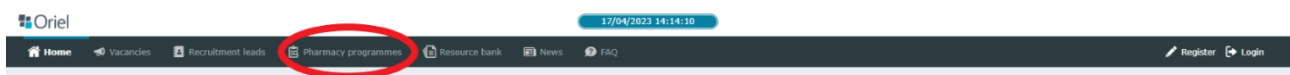
IMPORTANT: If you are locked out of your Oriel account and are unable to unlock it yourself, please contact the [PNRO immediately via the Enquiries and Support Portal](#) and they will be able to unlock it on your behalf. The PNRO will aim to do this within 24 hours (excluding weekends and Bank Holidays).

Please note your account only locks after five failed attempts at logging into your account, or five failed attempts at resetting your password.

2.4 Viewing foundation training programmes on Oriel

From 15th June 2026, you will be able to see all the foundation training programmes being recruited to via the NRS. We strongly recommend that you look through these as early as possible to get an idea of the types of programmes available and what you might be interested in applying for.

To view the foundation training programmes, you will need to select Pharmacy Programmes from the main menu bar within Oriel.



Once you have selected Pharmacy Programmes you will be able to use filters to help narrow down the programmes that are displayed to you. The filters are as follows:

- Recruiting for*
- Training Programme**
- Employer Name
- Employer Type (hospital, community pharmacy, general practice or other)***

- Size of organisation (for community pharmacy employers only – number of branches)
- Specialty (for hospital only)
- Skilled Worker Visa
- Region
- Location (county/sector)
- Number of rotations****

* Please note this filter is to be used to differentiate between training programmes being offered in England and Wales, and in Scotland.

** You must ensure this filter is set to ‘**Foundation Pharmacy**’ only. Selecting this option will allow you to see the programmes that are available within the NRS.

*** Employer Types with ‘other’ are further split to distance selling/internet pharmacy, Integrated Care Board, Health and Justice, Industry and others.

**** The NRS uses the term ‘rotations’ and the Scotland Recruitment Scheme uses the term ‘placements’.

By clicking on ‘**View full programme details**’ within a programme you will be able to see the full programme details.

Q
Advanced search filters: On

Advanced search

Recruiting for:

Employer type:

Skilled worker visa:

No. of placements/rotations:

Training programme:

Size of organisation (community pharmacy only):

Region:

Employer name:

Specialty (hospital only):

Location (sector):

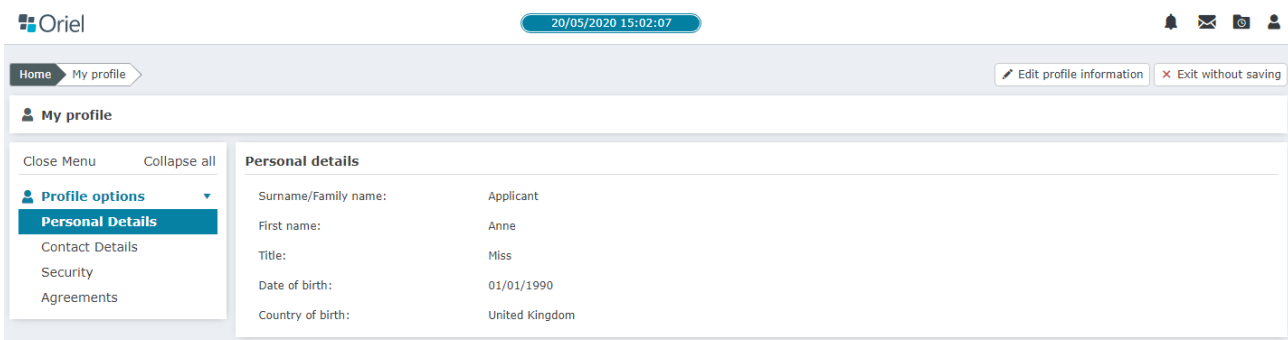
Pharmacy programmes (589)

(Imaan Healthcare GP & Community) Meltham Pharmacy/HEEGP/ Huddersfield/HD9 4AE & HD6 1AT/0322: (Imaan Healthcare GP & Community) Meltham Pharmacy/HEEGP/ Huddersfield/HD9 4AE & HD6 1AT		View full programme details	Go to vacancy advert
Training programme:	Foundation Pharmacy		
Employer name:	Imaan Healthcare		
Programme title:	(Imaan Healthcare GP & Community) Meltham Pharmacy/HEEGP/ Huddersfield/HD9 4AE & HD6 1AT		
Location (sector):	West Yorkshire (Pharmacy)		
Employer type:	Primary Care		
Size of organisation:	Medium (25-200)		
Skilled worker visa:	No		
Number of placements/rotations:	2		
Places available:	2		

2.5 Contacting you

Remember to **check your email and Oriel account every 48 hours throughout the NRS process**. We will endeavour to use your email address to prompt you to check your Oriel account for information at relevant times throughout the application process. **It is crucial that you also log in to Oriel directly** to view messages as emails can be wrongly directed into spam or junk folders.

The PNRO is not responsible for applicants missing any important information or deadlines because of messages not being checked. If you need to change your email address for any reason, use the **'My Profile'** option on Oriel. The PNRO may need to text you during the application process, so it is important to make sure the mobile number you enter as part of your application is an active one.



2.6 Getting ahead of the game

Before you start your application, we strongly recommend you take the following actions:

- Identify all recruitment deadlines and add [relevant dates](#) to your calendar with reminders so you can stay organised and prepare ahead of time. Ensure your full name is the same as on your passport/main identification and that provided by your School of Pharmacy (SoP) (if applicable).
- Collate any evidence you may be required to upload as part of your application e.g. pharmacy degree certificate if you are an MPharm graduate or OSPAP confirmation/evidence if you are about to commence an OSPAP qualification.
- Ensure you know your student ID number as you will be asked for this as part of your application if you are a current third year MPharm student.
- Ensure you have read the [person specification, job description and professional attributes framework](#).

- Read and understand the Applicant Terms of Participation (you will be required to confirm that you will comply with these as part of your application)
- If applicable, ensure you are aware of how your visa requirements will affect your application.
- Identify and contact your referees.
- Ensure your passport is valid (in date) as this will be required as part of the document checking process during your assessment.
- Start viewing the programmes early. These will be available from 15th June 2026. All the programmes available can be viewed by selecting 'Pharmacy Programme' from the main menu within Oriel and by visiting the [employers section](#) of the NRS website.

3. Applying for a foundation training programme

3.1 Completing the application form

IMPORTANT: You must ensure you select the Foundation Pharmacy – FPharm vacancy when applying.

The screenshot shows the Oriel recruitment system interface. The search criteria are set to 'Pharmacy X' and 'Foundation Pharmacy X'. The results show one vacancy: 'PNRO - Foundation Pharmacy - FPharm'.

Staff group:	Pharmacy
Training programme:	Foundation Pharmacy
Post type:	Foundation Trainee Pharmacist
Post commencing from:	August 2022
Recruiting for:	England, Wales
Opening:	Sun 08/05/2022 - 12:00
Closing:	Wed 22/06/2022 - 12:00

PNRO - Foundation Pharmacy - FPharm

Vacancy ID: PNRO/23-24/859/FPharm/1-R1A

Training programme: Foundation Pharmacy

Staff group: Pharmacy

Post type: Foundation Trainee Pharmacist

Post commencing from: August 2022

Duration (months): 12

Recruitment lead: Pharmacy National Recruitment Office

Recruiting for: England, Wales

Opening: Sunday 08 May 2022 12:00

Closing: Wednesday 22 June 2022 12:00

Information

Foundation Pharmacist Training

Applicants are invited to selection to Foundation Pharmacist Training in England and Wales.

The General Pharmaceutical Council (GPhC) [website](#) provides comprehensive information about Foundation Pharmacist training and its requirements.

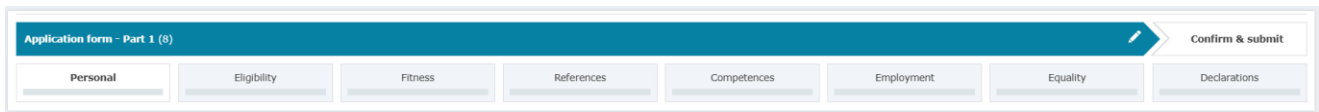
All Trust and Health Boards are being recruited to via the Oriel system. A large number of primary care employers have also chosen to opt in to the scheme. A full list of employers participating can be found on the [England and Wales Foundation Pharmacist Recruitment website](#).

All of the programmes being recruited to via the Oriel system are 12 months in length. A full list of the programmes can be viewed via the Oriel system by selecting the 'Pharmacy Programmes' option from the main menu within the pharmacy staff group from 08 June 2022.

You can use the 'Training Programme' filter to select 'Foundation Pharmacy'.

You must apply between 15th June 2026 and 3rd July 2026

Part 1: Application form



Each section is displayed across the top of the screen on the Oriel system and is further explained below:

1. Personal
2. Eligibility
3. Fitness to practise
4. References
5. Competences
6. Employment
7. Equality
8. Declaration

The Oriel system will allow you to save and return to your application at any point during the application window (**15th June 2026 to 3rd July 2026**). You do not have to complete and submit your application in one attempt. However, you must ensure that you submit your application before the deadline.

IMPORTANT: When you select “submit”, the page on Oriel will change, informing you that you have submitted your application. You will also receive an email confirming that you have successfully submitted your application. You will only be able to edit your contact details, referee details and preferences (during the preferencing window) from this point onwards.

The following headings represent the different sections within the application form and provide you with the information and detail you will need to complete these sections; **we recommend you read through this section in advance of completing the application form.**

1. Personal

This section of the application will only be used for employment and identification purposes. The information you will be asked to provide includes:

- Your personal details, e.g., name, address, telephone numbers*, etc.
- If you would like to request special circumstances (please see [section 3.3](#) of this handbook for further information).
- If you would like to request reasonable adjustments at a test centre (please see [section 3.2](#) of this handbook for further information).
- If you would like to request reasonable adjustments in the workplace (please see [section 3.2](#) of this handbook for further information).
- We will also ask you to enter the type of applicant you are in this section. The type of applicant you are will determine the documentation we will require you to provide as part of your application. Please see [section 2.1](#) of this handbook for the types of applicants who are eligible to apply.
- You must declare any personal relationship with a non-executive director, senior officer, or equivalent leader of a healthcare organisation or pharmacy. Where such an organisation has advertised a programme via Oriel, you **must not** rank that organisation as one of your preferences, as this constitutes a perceived conflict of interest. Failure to disclose a relevant relationship will result in automatic disqualification from consideration.

*You must ensure this information is up to date, checked regularly and ensure your full name is the same as on your passport/main identification documents and is the name provided by your School of Pharmacy (SoP) (if applicable). If the name provided by your SoP does not match the name on your passport/main identification documents you will use for ID verification at Pearson Professional Assessments Test Centres, please contact your SoP and ask them to notify the Pharmacy National Recruitment Office immediately to confirm the change before you submit your application.

MPharm students

Current third year MPharm students will be asked to enter the following information:

- SoP name (from a drop-down list)
- Student University ID

This information and your forename and surname will be verified against the nominee list provided by your SoP, so it is essential that the information you enter matches this. Please pay close attention to spacing, hyphens, special characters, double-barrelled first names, and whether your middle name has been included in your first name. If you need to check the information that was provided by your SoP, please contact them directly or check your online student record.

If you need to amend your name on your Oriel account, this can be done by logging into Oriel and going to the 'Profile' section.

Current third year UK MPharm students will not be asked to upload any documentation to support the '**Personal**' section as part of their application.

IMPORTANT: Any third year UK MPharm student who has not consented for their SoP to provide their details as requested by the PNRO will not be eligible to apply to the NRS and will therefore not be able to obtain a foundation training place for 2027.

MPharm graduates

MPharm graduates will be asked to upload a copy of their MPharm certificate to the Oriel system as part of their application.

OSPAP students

OSPAP applicants will be required to upload the following documentation when submitting their application:

- A copy of the GPhC letter confirming their eligibility to apply for an OSPAP programme
- Their School of Pharmacy (SoP) OSPAP acceptance letter

If all documents are not available at the time of application:

- You must still submit your application before the deadline.
- Upload any documentation you currently have available.
- The PNRO will contact you after the application window has closed if any further documentation is required.
- Failure to apply during the application window means you will not be able to obtain a training place.

If your OSPAP School of Pharmacy changes at any point after you have submitted your application, you must:

- Notify the PNRO immediately using the [Applicant Support Portal](#)
- Provide updated supporting information, including:
 - Your new SoP OSPAP acceptance letter
 - Any revised documentation related to your GPhC eligibility (if applicable)
 - Any other evidence required to confirm your updated circumstances

This ensures your application remains accurate and that the PNRO can verify your eligibility and documentation before programme allocations are made.

1 Screening

Please read these statements and answer the question below to agree to this honesty policy;

a) I agree to complete the online application form myself

b) I agree to only submit one application and understand that should I be found to have submitted more than one application I could be disqualified from the recruitment process and/or may have any subsequent offer of a position on the programme withdrawn

Please note, if you do not agree to the above, you will not be able to go any further in the recruitment process.

• Do you agree with the above two statements? Yes

• Which of the following applicant types are you?

• Have you commenced your OSPAP training programme? Yes No

• Have you received confirmation from the GPhC that you have received approval to complete an OSPAP course? Yes No

OSPAP graduates

OSPAP graduates will be required to upload either of the following documentation when submitting their application:

- A copy of their OSPAP Postgraduate Diploma or
- Master's certificate.

Please note: all requested documentation needs to be uploaded to the personal section of your application.

Personal (1 of 8)

Screening

Please read these statements and answer the question below to agree to this honesty policy;

a) I agree to complete the online application form myself
 b) I agree to only submit one application and understand that should I be found to have submitted more than one application I could be disqualified from the recruitment process and/or may have any subsequent offer of a position on the programme withdrawn

Please note, if you do not agree to the above, you will not be able to go any further in the recruitment process.

* Do you agree with the above two statements? Yes

* Which of the following applicant types are you? OSPAP Graduate

* Have you failed your registration assessment and are you awaiting another attempt? Yes No

* Please upload your OSPAP degree certificate

OR

You can attach a maximum of 5 documents(s)

IMPORTANT: We encourage all applicants who are required to upload documentation to collate it in advance of the application window to save time during this process.

2. Eligibility

Professional registration

This section of the application is where you declare if you hold or have ever held a professional registration with a statutory organisation. A statutory organisation is a professional regulator e.g. the General Pharmaceutical Council or General Medical Council.

Please note: this information is not used as part of your application but is passed onto your employer/host organisation if you are successfully appointed.

Right to work in the UK

In this section you will be asked to indicate your nationality (country pertaining to your nationality) and answer the relevant questions around your right to work in the UK. You will also be asked to provide details of your **current immigration status (personal status)**.

IMPORTANT: We require you to enter your current immigration status (at the time of application) on your Oriel application form, however, please note at the post-offer stage you will be required to confirm your right to work status as part of the employer's pre-employment checks.

Example: Applicant with no right to work status at application stage

Ali currently has no immigration status in the UK and will be applying for a visa for his OSPAP course after the application window closes. Ali will need to select the option 'no immigration status in the UK' as at the time of application, he currently has no right to work status. If Ali receives a visa subsequently after closure of Oriel applications, he will only be required to provide the right to work evidence as part of his pre-employment checks to his employer.

Please note:

- You should refer to [UK Visas and Immigration - GOV.UK](#) for up-to-date information regarding the right to work in the UK.
- Please be aware that NHS England is unable to provide any advice regarding immigration queries.
- You should refer to the [EU Settlement Scheme \(settled and pre-settled status\): Overview - GOV.UK](#) for up to date information if applicable.

Not all the programmes included in the NRS will be available to applicants requiring a **Skilled Worker Visa** (SWV). Programmes where a SWV can be sponsored will be clearly identified to you through the preferencing page of the application, via the use of the letters SWV within the programme preference title (Please refer to [Section 4.5](#) of this guide for further details).

If you require a SWV for your foundation training, **you must only preference programmes displaying SWV within the programme preference title**, to be offered places by employers who can provide SWV sponsorship.

If you will be applying via the **Graduate Visa** route, all programmes will be available for you to preference. However, in all cases, and regardless of the route of application, please note that immigration checks will form part of pre-employment checks, and **it is your responsibility** to ensure you have an up-to-date visa status and documentation. If it is found during pre-employment checks that you do not meet the eligibility requirements, **the employer can withdraw their offer** of foundation training.

Graduate eligibility

If you are an MPharm or OSPAP graduate, you must have completed your degree/course successfully and applied to register with the GPhC within 8 years and 4 years respectively of the date you began your degree/course, to be eligible to apply.

It is the responsibility of all applicants to ensure they remain within these time limits. If you are at risk of exceeding your permitted timeframe, you must take proactive steps to contact the GPhC for guidance as early as possible if you believe you may require an extension or are unsure about your eligibility.

3. Fitness to Practise

In this section of the application, you will be asked to provide details of any unspent and spent convictions, investigations and/or warnings regarding your fitness to practise.

IMPORTANT: Fitness to Practise information is collected on behalf of employers and as part of pre-employment checks and will be passed on to relevant employers by the PNRO once a programme offer has been accepted. Fitness to practise information is not reviewed as part of the application process.

You will not need to submit any further information relating to Fitness to Practise questions.

Fitness to Practise is part of pre-employment checks. Please note if you have declared you have previous convictions/have breached Fitness to Practice conduct, this will be reviewed by your employer as part of pre-employment checks before a formal offer of employment is made. Any discussions or decisions arising from disclosures made will be conducted exclusively between you and the employing organisation.

4. References

You are required to provide details of two referees as part of your application. One of these must be an academic reference. The other reference can be either:

- Employment *or*
- Character

If you have previously been employed, it is expected that you will provide an employment rather than a character reference.

Character references should be sought from personal acquaintances that are not related to you, and who do not hold any financial arrangements with you. This could be, for example, a friend (especially one who holds a recognised profession; see examples [here](#)), a teammate, coach, or local religious/community leader.

Referees should be contacted in advance to ensure they are happy to provide a reference for you.

Referees will not be contacted before you have accepted an offer, and the upgrading window is complete.

IMPORTANT: References are collected on behalf of employers/host organisations as part of pre-employment checks and both references and referee contact details will be passed on by the PNRO once a programme offer has been accepted. References are not reviewed as part of the application process. Offers of employment are, however, subject to receipt of satisfactory references.

Referees will be asked to provide references electronically via the Oriel system. Once references are requested, referees will receive an email from the Oriel system. Please ensure your referees check their junk mail folder to avoid your employment offer being delayed.

Referee FAQs are available on the [Enquiries and Support Portal](#).

Updating referees on Oriel

You are able to amend your nominated referee details before the offer deadline. You can do so up until the referee has submitted a reference on your behalf, by going back into your original application and amending the name and email addresses on the reference section accordingly.

To update your references, follow these steps.

- Login to Oriel.
- On your Dashboard, click on 'Applications'.
- On your actual submitted pharmacy application select 'Update References'
- Edit the information and ensure you click on 'Submit Changes' when done.

Helping your referees

If your referee is unable to complete the reference on Oriel, this can be managed by yourself and your future employer/host organisation directly, outside of the Oriel system. Once your employer has received your details, they will contact you and you will be able to go over any details that may need to be addressed such as missing references, prior to your start date and the issuing of an employment contract. As your contract is between you and your employer, it is acceptable to send references to them directly if required. If you have references that have not been submitted on Oriel, please share these with your employer directly.

5. Competences

In this section you will be asked to provide details of your primary pharmacy qualification, and the date of achievement. If you have not yet completed your primary pharmacy qualification i.e., MPharm degree or equivalent, please enter the anticipated date of achievement.

OSPAP applicants

If you have completed or are currently undertaking an OSPAP qualification you will be asked to enter the name of the institution at which you are undertaking/completed the qualification and the date of achievement. If you have not yet completed your OSPAP qualification, please enter the anticipated date of achievement.

6. Employment

In this section you will need to enter details of any employment you have undertaken up to the start date of the programme (July/August 2027). It may be that you have no employment history as of the date you are applying, in which case answer 'Yes' to 'I have no employment history.'

You can enter details of both paid and voluntary work. **Do not** include details of placements undertaken as part of your MPharm or OSPAP degree/course.

IMPORTANT: Information relating to your employment history will not be used to assess your application. This information is collected on behalf of employers/host organisations.

If you have employment gaps the system will allow you to enter the reason for the gap and the date which it covers. The reason for having a gap can be simply, for example, that you

returned to your studies, or that you went travelling. This information will not be used to assess your application.

7. Equality

This section includes equal opportunities monitoring information required by the NHS to monitor their recruitment practices. The fields are mandatory, but you may choose the option 'I do not wish to disclose'. This information will not be used to assess your application, but is essential for NHS England to evaluate the NRS, review equality within selection processes and make improvements where identified. Equal opportunities monitoring information is collected on behalf of employers/host organisations and will be passed on to employers, in full, by the PNRO once a programme offer has been accepted. It will also be used to review equality within selection processes.

8. Declaration

In this section you will be required to confirm that you have read and understood several declarations. Please note the Oriel system will not allow you to submit an application until all sections of the application form and all declarations have been completed.

By entering your details on Oriel, you are agreeing to this data being shared with, amongst others, your School of Pharmacy, being used in any evaluation studies related to foundation training recruitment and for quality assurance of programmes (including information being shared with relevant third parties if required).

1 Applicant Terms of Participation

As part of your application submission, you will be required to confirm your agreement to abide by the [Applicant Terms of Participation](#).
 These Terms set out NHS England's expectation of applicant conduct during the recruitment process and into your training year.
 By ticking the confirmation box, you are indicating that you will comply in full with these Terms. You **must** ensure that you have read and understood these terms in full before submitting your application, as failure to adhere to these Terms may adversely impact your eligibility to enter training.

I have read, understood and agreed to comply with these Applicant Terms of Participation

2 Data protection

- Your personal data will be held in secure conditions. If you are successful, the data will be passed to your new employer and training organisation (if relevant). Access will be restricted to those who deal with your application and subsequent employment. The data collected in the equal opportunities monitoring questionnaire is shared in full with your employer and for reporting purposes. I consent to the use of my personal data in the ways described above.
- I give consent for my data that is collected through ORIEL to be shared with Work Psychology Group, strictly for research purposes only, to help evaluate the recruitment process (at a group level only), and to improve the selection methods for future use (By giving consent, I am agreeing to: the research team contacting me on my email address I have provided regarding evaluation activities, data relating to my performance during my Foundation training being shared and data relating to my GPhC Registration Exam being shared).

Yes
 No
- By submitting your details to the National Recruitment Scheme you understand that your assessment results may be shared with your School of Pharmacy.

3 Declarations

Important: The Data Protection Act 2018 requires us to advise you that we will be processing your personal data. Processing includes: holding, obtaining, recording, using, sharing and deleting information. The Data Protection Act 2018 defines 'sensitive personal data' as racial or ethnic origin, political opinions, religious or other beliefs, trade union membership, physical or mental health, sexual life, criminal offences, criminal convictions, criminal proceedings, disposal or sentence.

The information that you provide in this Application Form will be processed in accordance with the Data Protection Act 2018. It will be used for the purpose of determining your application for this position. It will also be used for purposes of enquiries in relation to the prevention and detection of fraud.

Once a decision has been made concerning your appointment, the recruiting organisation will not retain this declaration for any longer than is necessary [see further details in 'Guidance Notes for Applicants']. This declaration will be kept securely and in confidence. Access to this information will be restricted to designated persons within the employing organisation who are authorised to view it as a necessary part of their work.

Declaration 1: I declare that the information I have given in support of my application, including information supplied on this form and any attached appendices, is, to the best of my knowledge and belief true and complete. I understand that if it is subsequently discovered that any statement is false or misleading, or that I have withheld relevant information, particularly on criminal convictions and/or fitness to practise and/or have breached the confidentiality guidance (2009) stipulated by the General Pharmaceutical Council/any other licensing or regulatory body of which I am a member, my application may be disqualified. If I have already been appointed, I understand that I may be dismissed and I may be reported to the General Pharmaceutical Council or any other licensing/regulatory body of which I am a member.

Declaration 2: I declare that my answers to the questions on this form, any attached appendices and any other application forms required by individual Deaneries/NHS England recruitment offices are my own work and are not copied or reproduced from any other sources. I understand that if any of my answers are discovered not to be original, my application may be disqualified.

Declaration 3: I understand that if I am allocated to a training opportunity, any subsequent contract of employment will be subject to satisfactory pre-employment checks and subject to a condition that the information provided on the application form or any related documents is correct. I also understand that pre-employment checks will be carried out to review and confirm the details of my application.

Declaration 4: I understand that if recommended for training I will be subject to a Disclosure and Barring Service (DBS) check (previously known as CRB) or the Protection of Vulnerable Groups Scheme (PVG) in Scotland. I am aware that I must inform the National Recruitment Office/Deanery/NHS England recruitment office of any new criminal convictions, police investigations or fitness to practise proceedings that arise after the completion of this application form.

Declaration 5: I have read and understand the Fair Privacy Notice and understand that my Personal and Sensitive Personal Data will be processed in the manner set out in this Notice.

4 Candidate declaration

If you give any information which you know to be false, or you withhold relevant information, this may lead to your application being rejected or, if you have already been appointed, to your dismissal

I declare that the information I have given is, to the best of my knowledge or belief, true and complete.

I agree to the above declaration

Once your application is accepted, you will receive an email via Oriel confirming it has been submitted successfully. You will be able to access your submitted application through your dashboard. You will be able to view your entire submitted application, but you can only amend your personal details, referee details and preferences (during the preferencing window) after submission.

IMPORTANT: You should ensure that you submit your application well in advance of the application deadline to avoid any last-minute problems e.g. issues with your local PC or internet connection that may prevent you submitting it on time.

Confirm and submit (review)

1 Application submission
 Before you submit your application, please make sure that you have reviewed all of your responses to ensure that you have provided accurate information.

To review your application in full, you can either click on the print icon above the page tracker, or click here to generate a printed copy of your application.

Pressing the submit button at the bottom of this page will automatically submit your application.

By pressing the submit button, you are confirming that you understand that you will NOT be able to add, amend or remove ANY information entered against the application once the submission has been completed.

Once your application has been submitted, you will be able to view a read-only format of your submitted application from your application summary screen.

You must have completed all the mandatory field within the application, and reviewed and confirmed the below declaration, in order to submit your application.

I confirm that I have reviewed the content of my application and, to the best of my knowledge and belief, the information I have given in support of my application, including information supplied on this form and in any attached documents, is true and complete.

Remember: LATE APPLICATIONS WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.

Please note that support is available via [Enquiries and Support Portal](#) Monday to Friday, 09:00 – 17:00 GMT (UK local time). This is particularly important if you are submitting your application from overseas where there may be a significant time difference.

IMPORTANT: Applicants are urged to consider the ramifications of withdrawing their application during the recruitment process, as the PNRO cannot reinstate withdrawn applications. It is crucial to exercise caution and thoughtful consideration before making any

decisions regarding application withdrawal, as the only route to obtaining a foundation training place is via the NRS.

3.2 Reasonable adjustments

Requesting reasonable adjustments for the NRS assessments

If you wish to request reasonable adjustments (for example extra time requirements, adjustments due to visual impairments or ongoing medical conditions) during the recruitment process, you should read [Appendix E](#) and fill in the 'Request for Adjustments' section on your application form. See below 'Disability and special arrangements for recruitment process' section of Oriel application form to make your request:

5 Disability and special arrangements for the recruitment process

* Do you have a disability, health condition, or are pregnant or breastfeeding and require specific arrangements/adjustments to enable you to attend an assessment / computer based test selection process?
 Yes
 No

For all circumstances, you will be required to provide supporting evidence.

* Have you read the guidance in the applicant handbook regarding requesting adjustments?
 Yes
 No

* Do you require any time related and/or non-time related adjustments?

* Please briefly explain why you require the reasonable adjustment(s) you have requested. ?

Words allowed 200, words entered 0

The application form and supporting documentation must be submitted **by 10:00am GMT (UK local time) on 3rd July 2026**

Please note, any approval of reasonable adjustments is only for the application process. For adjustments required in the workplace, see below.

If you have a change in your situation that has occurred after the application window has closed, please contact us via the [Enquiries and Support Portal](#) to receive further guidance.

Requesting reasonable adjustments in the workplace

If you think you will require reasonable adjustments for your training, it is your responsibility to let the PNRO and your employer know. To support you to do this, the application form asks specific questions around any workplace adjustments required. This information will not be used to determine your appointability through the recruitment process but will help your employer provide the best training environment for you. Provided information may be shared with potential employers prior to offers being made, to discuss what reasonable adjustments

may be needed. In all cases, the information you provide will be shared with your confirmed employer at the end of the selection process.

NHS England or your employer may contact you to discuss your request in more detail.

IMPORTANT: Please note that employers and/or rotation/placement providers are responsible for considering and making reasonable adjustments within the direct working/training environment. NHS England cannot make or authorise reasonable adjustments on behalf of employers or rotation/placement providers.

The role of NHS England when provided with your information is to:

- Signpost you to suitable resources to help support workplace adjustments and/or
- Share your requirements with employers to help them consider the requested adjustments

Providing this information does not guarantee that adjustments can or will be made. Employers are expected to carefully consider all requests for workplace adjustments, which includes consideration of the reasonableness of the requested adjustments. It is unlikely that adjustments which are not reasonable would be made.

As part of your request, it may also be helpful to review the [Special Circumstances policy in Section 3.3](#) to determine whether it applies to your situation. This ensures that any relevant workplace adjustments—particularly those relating to accessibility needs (e.g., if you are a wheelchair user)—can be appropriately considered.

IMPORTANT: Employers cannot provide reasonable adjustments for the GPhC common registration assessment. Any adjustments for the assessment must be requested directly through your GPhC application form, following the guidance provided on the GPhC website. It is important to understand the distinction between workplace adjustments and assessment-related adjustments, and to ensure that each type is requested at the correct stage.

3.3 Special circumstances

As part of the NRS, a formal process has been introduced to support applicants with special circumstances. This could be for example, that you have caring responsibilities for someone who is disabled or have a medical condition that requires you to be placed in a particular region for your training. If you wish to request special circumstances, you should read the policy: **Trainee Pharmacists (England and Wales) Special Circumstance Policy** and fill in the Request for Special Circumstances form. (Please see [Appendix F](#)).

The form and supporting documentation should then be sent to england.pharmacyspecialcircs@nhs.net by 10:00am GMT (UK local time) on 3rd July 2026.

Please Note: Being approved for special circumstances means your approval applies to the specific geographical region(s) you selected, not to a particular sector, borough, or council area. NHS England/HEIW will assess your request only on the basis of the geographical region, the criterion under which you applied, and the supporting evidence you provided. They will not make allocations at a more detailed or localised level beyond the region.

It is the applicant's responsibility to ensure they preference programmes within that approved region that meet their personal requirements. Pre-allocation of programmes will be based solely on the programmes ranked in the applicants 'Preference' or 'No Preference' (if applicable) category once the preferencing window has closed, not on the applicant's exact home address or preferred local area. Please refer to [Appendix F](#) for further information about the regions and sectors.

For example, if you are approved for special circumstances under the criterion of being a primary carer and you select the North East region, the approval applies to the entire North East region, not to a specific city such as Newcastle or Sunderland.

It is therefore your responsibility to preference programme options within the North East that suit your needs—for example, programmes in towns with suitable travel distance or support arrangements. NHS England/HEIW will only place you in one of your ranked preferences in the approved region (in this example, the North East region) not in a specific locality within that region.

IMPORTANT: Requesting reasonable adjustments or special circumstances will not negatively impact your application. These policies are to enable NHS England/HEIW to provide the appropriate support to those applicants that need it.

4. Preferencing foundation training programmes

4.1 What is preferencing?

Preferencing is a process within the Oriel system that allows you to choose and rank the programmes that you are interested in applying for.

A large number of places are available, so it is extremely important that you give yourself enough time to review and think about what type of programme you are interested in undertaking.

In previous years, a number of applicants were not offered places because they did not preference enough programmes or only those that were known to be extremely popular. There were also applicants that were made offers against preferences they were not 100% happy to undertake. To avoid these preferencing issues, we recommend thinking carefully about the programme content before preferencing; are you happy with the hours? Is the commute reasonable/economical? These are just a few of the factors you should be considering.

IMPORTANT: All programme information can be viewed from 15th June 2026 via the Oriel platform. You must take care and attention to preference accurately. ONLY preference those programmes and locations that you would be happy to train in.

We strongly recommend that you start reviewing programmes before the preferencing window (29th July – 22nd October 2026). You may also wish to undertake some research such as visiting employer websites or attending open days. Links to the websites for all employers offering training programmes as part of the NRS will be available as part of the programme information, where provided.

You should preference as widely as possible, taking into consideration the points above, to maximise your chance of securing a place through the scheme, however **you should only preference places you are willing to accept.**

For further information about preferencing and fill rates from previous recruitment rounds, please visit the [NRS website](#).

When is the preferencing window and what do I need to do?

The preferencing window is the time period during which you will be asked to preference all the foundation training programmes you are willing to accept.

During this period, you will need to log into your Oriel account, access the preferencing page of your application and choose the programmes you are willing to accept. Remember that this is the only route to obtaining a foundation training place.

The preferencing window is open between 29th July – 22nd October 2026. You will be notified via the Oriel system when the preferencing window is open.

Please click [here](#) to view a video guide on how to preference.

IMPORTANT: You will have access to the programme information via the 'Pharmacy Programmes' section of the Oriel system from 15th June 2026. We strongly advise you to

start reviewing programmes as early as possible to save time during the preferencing window.

Changes to programmes

During the preferencing window, the PNRO will communicate to you regarding any changes to programme information. We advise you to review these changes and amend your preferences as needed. You will not be allocated to any programme that has been withdrawn, even if you have ranked it as one of your preferences. Withdrawn programmes will be clearly identified on Oriel, with the number of 'Places Available' set to '0'.

Enhanced preferencing

Enhanced preferencing comes into effect after offers have been made. It is designed to provide an opportunity for applicants to change their preferences at a very late stage.

For applicants who have accepted a programme, there will be an option to select upgrade options which not only includes programmes that were originally ranked higher than the offered programme, but also those that were ranked lower. Applicants who have not received an offer will have the ability to amend their preferences up until the final round of offers. This includes re-ranking programmes from within the 'Preference' category or moving preferences from within the 'No Preference' and 'Not Wanted' categories (for further information about preferencing categories see [section 4.4](#) of the handbook).

Enhanced preferencing will take place between offer rounds and applicants will be informed via Oriel when this functionality is available. Further information on enhanced preferencing and offers can be found in [section 6.3](#).

IMPORTANT: A preference resubmission or re-ranking of programmes does not automatically ensure an offer upgrade, and applicants should be mindful of this aspect throughout the application process.

4.2 Terminology: programmes, places and rotations

You will see the words **programme**, **places** and **rotations** used in reference to your preferencing. Please see the table below for an explanation of each:

Term	Description
Programme	The programme is the foundation training position that is being offered to you. All programmes are 52 weeks in length.
Places	Places relates to the number of trainees that can be appointed to a programme. Some programmes can accommodate only a single trainee whereas other programmes may have multiple trainees undertaking an identical training programme.
Rotations	<p>Training programmes may be made up of a single placement of 52 weeks or of smaller constituent parts.</p> <p>Rotations represent a constituent part of a programme. They reflect the practice setting you will be undertaking your training in.</p> <p>A rotation is a minimum of 13 weeks in length.</p> <p>Programmes can have a maximum of four rotations within them.</p> <p>Rotations may be, for example, in the following practice settings:</p> <ul style="list-style-type: none"> • Integrated Care Systems • General Practice • Hospital • Community Pharmacy • Health and Justice (Prison) • Mental Health • Industry

4.3 Programme information

Every programme being recruited to through the NRS will be listed in the preferencing section of the application. Programmes will be displayed as preference codes and will be presented in the following way:

Name of main employer*/Town/Postcode/Unique code

For example: NORTH BRISTOL NHS TRUST/Bristol/BS10 5NB/0001

Please note: The letters SWV within the programme preference code denotes a programme where Skilled Worker Visa sponsorship can be provided (please refer to [Section 4.5](#) of the handbook for further information).

*For Wales this will be host organisation

IMPORTANT: If you are not subject to any visa restrictions or are applying via the Graduate Visa route you will be able to preference all the programmes listed on Oriel, including the programmes that are marked with SWV.

You will be able to download and export a spreadsheet version of all the programmes being recruited to from the preferencing section of the application.

By clicking on the preference code, you will be able to view the following information about each of the programmes available as part of the NRS:

- Employer/host organisation name
- Programme title
- Programme description
- Region
- Location (county/sector)
- Employer type
- Size of the community pharmacy organisation (defined by number of branches)
- Whether that employer is a licensed Skilled Worker Visa sponsor or not
- Number of rotations
- Places available

- Salary
- Training provider*
- Employer website
- Hours per week as per employment contract

IMPORTANT: Programme information is correct at the time of publication on Oriel but is subject to change until verified by employers/host organisations.

IMPORTANT: Different salaries may be displayed on Oriel in programme information for multi-sector programmes that look identical except for the employer listed. Secondary care employers are required to pay employees according to nationally agreed pay scales whereas employers in other sectors of practice are not. Please be aware of this when preferencing.

*Please note that the training provider information is indicative **at the time of application** and may be subject to change. All employers will ensure that your training programme offers the breadth of experience required for you to meet the GPhC Learning Outcomes for the foundation training year, including access to a mandatory core NHS England-commissioned training offer in addition to any training provided by the employer/listed training provider.

4.4 Preference categories

The preference section presents you with three categories which you can move your preferences between:

- No Preference
- Not Wanted
- Preference

The screenshot shows a web-based interface for selecting preferences. At the top, there are several filter options:

- Employer name:** Select All, Boots UK
- Employer type:** Select All, General Practice, Hospital, Other, Community Pharmacy
- Skilled worker visa:** Select All, No, Yes
- Size of org. (community pharmacy only):** Select All, Independent (1-5), Large (200+), Medium (25-200), Small (6-24)
- Speciality (hospital):** Select All, Cancer Specialist Centre, Cardiothoracic, Children's Hospital, Community, Ophthalmology Specialist Centre
- Location (Sector):** Select All, Berkshire, Buckinghamshire and Oxfordshire (Pharmacy), Hampshire and Isle of Wight (Pharmacy), Leicester, Leicestershire and Rutland (Pharmacy), Pembrokeshire, Sussex
- Number of Placements/Rotations:** Select All, 2, 3, 4
- Start date:** Select All, 01/09/2026, 28/07/2026

Below the filters, there are three columns for preference selection:

- Preference (0):** Apply Filtering, Search: , Select All, Select None
- No Preference (19):** Apply Filtering, Search: , Select All, Select None. This column contains a list of 19 programmes, each with a search bar and a 'Select None' button. The programmes listed include:
 - Boots+Weston Lane Surgery/19-29, Above Bar St, Southampton/SO14 7DX/0088 (places:1)
 - Oxford University Hospitals NHSFT + HMP Bullingdon/Oxford + Bicester/OX3 9DU + OX25 1PZ/SWV/3100 (places:1)
 - Withybush General Hospital + GP St Thomas Surgery + Clunderwen Pcy IP/Haverfordwest/SA61 2PV/SWV/0016 (places:1)
 - Superdrug Pharmacy/Northampton/NK1 2EB/3287 (places:1)
 - Withybush General Hospital + GP St Thomas Surgery + Clunderwen Pcy IP/Haverfordwest/SA61 2PZ/SWV/3704 (places:1)
 - Withybush General Hospital + GP St Thomas Surgery + Clunderwen Pcy IP/Haverfordwest/SA61 2PX/SWV/0015 (places:1)
 - Withybush General Hospital + GP St Thomas Surgery + Clunderwen Pcy IP/Haverfordwest/SA27 2PZ/SWV/0025 (places:1)
 - Boots+Weston Lane Surgery/19-29, Above Bar St, Southampton/SO14 7DX+SO14 7DX/3851 (places:1)
- Not Wanted (0):** Apply Filtering, Search: , Select All, Select None

At the bottom right, there is a link: [Click here to download the preferences in an Excel compatible file \(.csv\).](#)

When you first look at the preferencing section of your application, by default, all the programmes listed will sit within the 'No Preference' category and you are responsible for moving them to the correct columns.

Preference: This is the category you should move all the programmes **you would be happiest to accept** into. You will need to rank all the programmes you move into this category starting with the number 1. This number indicates the order in which you would like the programme to be considered. **Oriel will select from this list first** and will only move on to your 'No Preference' list if all your ranked programmes have already been filled by other applicants.

No Preference: This is your 'I don't mind' category. All the programmes will initially sit in this category. This will mean that **you are willing to accept any of these programmes** should you not be successful in being offered any of your **Preference** programmes. They will not be offered to you in any set order as they are not ranked in this section. If there are programmes which you are most interested in, you are advised to rank these within the **Preference** category.

Not Wanted: This is your 'rejected' category, and you should move all the programmes you are not willing to accept here. You will **never be made an offer for any of the programmes you move into this category** after you have submitted your preferences.

If you do not wish to rank programmes, leave them in the **No Preference** section.

If you do *not* actively rank your preferred programmes in the '**Preference**' column, you may be **randomly allocated any available programme** from the **3,500+ programmes (4,000 places)** left in the '**No Preference**' column. This is highly likely to result in an **unfavourable or unwanted location**.

If you have done this in error and it is identified after the closure of the Preferencing Window, it is essential that you use **Enhanced Preferencing** to correct this. Please refer to [Sections 6.2 and 6.3](#) for further guidance.

IMPORTANT: Ensure that **all programmes you want** are ranked in your 'Preference' column. Ensure that **all programmes you do not want** are moved to the 'Not Wanted' column. Do not leave any unsuitable programmes in the 'No Preference' column. Any programme left in 'No Preference' may still be considered for allocation if the offer-matching algorithm runs, and all programmes you ranked in the 'Preference' column have been allocated to higher-ranked applicants

IMPORTANT: You may have as many programmes in each category as you wish however, the more programmes you preference, the higher the chances that you will receive an offer.

Remember, any programme within your 'Preference' or 'No Preference' category could be offered to you, so you must be sure that you are willing to work for the employer at the location(s) specified. You should, for example, check to see how long it will take you to get to the site(s) via the method of transportation you plan to use when you begin your training.

IMPORTANT: Ensure all programmes you do not want are added to your 'Not Wanted' list as the default section for all programmes is the 'No Preference' category and there will not be further opportunities to make changes to your offer after the Upgrade Deadline.

4.5 Skilled Worker Visa (SWV) sponsorship

Applicants who require a SWV sponsor will be able to filter out all the programmes that cannot support their application through the preferencing section and move them to the 'Not Wanted' category.

All the programmes where SWV sponsorship can be provided will have the letters SWV within their preference code. Programmes that cannot support those requiring SWV sponsorship will not contain SWV within their preference code (see example below). Confirmation of immigration and employment status forms part of pre-employment checks. It is applicants' responsibility to select the correct programmes for their employment situation. **Employers will reject applications** where applicants have incorrectly selected programmes that do not offer the visa sponsorship required.

NORTH BRISTOL NHS TRUST/Bristol/BS10 5NB/SWV/0001 – Able to sponsor Skilled Worker Visa applicants

NORTH BRISTOL NHS TRUST/Bristol/BS10 5NB/0002 – Not able to sponsor Skilled Worker Visa applicants as ‘SWV’ is missing from the preference code

IMPORTANT: For multi-sector programmes advertised as offering Skilled Worker Visa sponsorship, there may be more than one sponsoring organisation across the different sectors or rotations. You should take this into account when ranking your preferences, particularly to ensure the programme meets your visa sponsorship requirements throughout the full training year.

If you are unsure of your visa status, please visit the [UK Visas & Immigration website](#) for up-to-date information.

4.6 Preferencing with consideration for reasonable adjustments

Applicants seeking reasonable adjustments in the workplace, such as wheelchair access, are encouraged to complete the relevant section in the application form (see also [Section 3.2](#) of this handbook). The programme description may provide some insight into whether the chosen programme can accommodate the reasonable adjustment effectively. Less than full time working requests will be considered by the employer in line with GPhC guidance, which defines less than full time working as at least 17.5 hours per week worked over at least three days per week.

Furthermore, applicants who may be required to stay in a certain geographical area due to specific special circumstances, can apply for this via the special circumstances process, as detailed in [Appendix F: Foundation Training Special Circumstances Policy](#) within this handbook.

4.7 Filters

To aid the process of preferencing programmes there are a number of filters you can apply to refine the programmes displayed. The filters are as follows:

Filter	Description
Location (Sector) - the location the programme is based in.	This is a useful filter for those applicants who are especially interested in working in a specific geographic location (please see Appendix G for a full list of counties/sectors).

<p>Employer type i.e., Hospital, community pharmacy, general practice & other</p>	<p>Applicants will be able to filter by either hospital, community pharmacy, general practice & other. In the case of multi-sector foundation training programmes e.g., 26 weeks in different sectors, the employer type refers to the lead employer. You will find information about the employer for the remaining 26 weeks in the programme title and more information under “Rotations”- see below for further information.</p> <p>The employer type category Other, covers employers who fall under the following categories:</p> <ul style="list-style-type: none"> • Distance selling/internet pharmacy • Integrated Care Board • Health and Justice • Industry • Other <p>For Wales, all programmes are advertised under Other employer as all trainees will be NHS employed via a single lead employer model.</p> <p>For details regarding these training programmes including the rotations, please review the programme information. To bulk review the programmes, you can also export out information from Oriel to assist you in preferencing your programmes.</p>
<p>Size of organisation - applies to community pharmacy only</p>	<p>This filter allows applicants to refine by employer size i.e., number of community pharmacy branches.</p>
<p>Specialty - applies to Hospital employers only</p>	<p>This is a useful filter for those applicants who are especially interested in gaining experience in a particular specialty. The specialties are as follows:</p> <ul style="list-style-type: none"> • Acute Trust • Mental Health Trust

	<ul style="list-style-type: none"> • Cancer Specialist Centre • Cardiothoracic • Children’s Hospital • Ophthalmology Specialist Centre • Orthopaedics Specialist Centre • Community • Private • Other
<p>Number of rotations - the number of rotations within a programme</p>	<p>This filter allows applicants to filter programmes according to how many rotations of 13 weeks or longer they contain. If you are interested in a programme containing more than one rotation you should use this filter. Once filtered you will be able to see the individual rotation details by selecting a preference code. This is where you will find all multi-sector programmes e.g.: 26 weeks hospital/26 weeks community or 39 weeks community/13 weeks general practice.</p>
<p>Licensed Skilled Worker Visa Sponsor - If the employer is able to provide Skilled Worker visa sponsorship</p>	<p>This filter is extremely important to applicants who require a Skilled Worker Visa. Using this filter will allow these applicants to immediately move the programmes they cannot apply for (those without SWV in the preference code) into the ‘Not Wanted’ category.</p>

You will also be able to search for individual employers/host organisations by name using the preference search box. There is one search box per preference category.

4.8 Bulk preferencing

You will be able to move programmes in bulk from within the preferencing section of the application. This will be especially useful if you know you are not interested in a certain type of programme e.g. if you are only interested in working in community pharmacy, general practice or other programmes you could use the filtering tool to show all hospital programmes and then bulk preference them into the 'Not Wanted' category.

We recommend that applicants who require a Skilled Worker Visa use the bulk preferencing tool to move all the programmes that cannot support a Skilled Worker Visa application to the 'Not Wanted' category.

5. Processing applications and National Recruitment Scheme assessments

5.1 Longlisting

The longlisting process takes place after the application window closes (from 3rd July 2026 onwards) and is undertaken by the PNRO to check the eligibility of the applicants applying. As part of the longlisting process, you may be required to provide additional information/documentation to support your application. Please ensure that you closely monitor your Oriel account on a regular basis and respond promptly to any requests, as failure to respond by specified deadlines may result in your application being withdrawn from the recruitment process. Please refer to [Section 3.1](#) to see all documentation required to complete your application form.

5.2 Invitation to attend National Recruitment Scheme assessments

All successfully longlisted applicants will be invited to undertake Situational Judgement Test (SJT) and numeracy assessments. These assessments will be undertaken at a Pearson Professional Assessments test centre, or via remote online testing in exceptional circumstances.

Pearson Professional Assessments is a multinational publishing and education company that specialises in facilitating computer-based tests and has a large number of test centres within the United Kingdom and abroad.

The invitation to attend SJT/numeracy assessments will be sent via Oriel and will contain instructions on how to register and book a slot. Please note, this email **is not** confirmation you have booked an assessment slot. Once you have booked a slot, you will receive an email from Pearson Professional Assessments with the booking details.

Once the invitation is received applicants will need to register and book an available appointment slot. To register, applicants will need to enter the following:

- First Name* (middle name is not required)
- Surname*
- **Oriel PIN****
- Exam ID/PIN (will be generated on Oriel by the PNRO prior to the booking window)

*The PNRO will email you these details as you have entered them in your Oriel account, stating exactly how you should enter this information. If you do not follow these instructions the system will not accept your registration.

** Every applicant is assigned an Oriel PIN when they submit an application. The PNRO will email this information to all applicants. You can also find your Oriel PIN by signing into your Oriel account. **This PIN will also be required when you register with the GPhC.**

If you experience any issues when creating a login, please first check that your details have been entered accurately. If the issue persists, contact Pearson Professional Assessments customer services for further assistance.

Booking a Pearson Professional Assessments test centre when you require reasonable adjustments

If you have had additional time to sit the assessments agreed as a reasonable adjustment* you will have the ability to book your own slot through the Pearson Professional Assessments website. When you register on the website it will recognise that you require additional time and will only allow you to book onto slots that can accommodate your need for additional time.

Should you require reasonable adjustments beyond additional time, you will be required to complete a Special Accommodations form via the Pearson Professional Assessments website. The PNRO will provide the relevant link through an email sent via Oriel. During the booking window, you will be contacted directly by the Pearson Professional Assessments team to facilitate the arrangement of a suitable test centre.

IMPORTANT: All reasonable adjustments must be requested during the application window on Oriel as any adjustments approved will need to be applied to your SJT/numeracy test account prior to you booking a slot at an available test centre.

*For the full reasonable adjustments policy please see [Appendix E](#).

Pearson Professional Assessments test centres

The booking window for the SJT/numeracy test is between 3rd August – 14th August 2026 (subject to change).

To find the location of your nearest Pearson Professional Assessments test centre, visit the [Pearson Professional Assessments Test Centre search function](#).

Please note: The location of Pearson Professional Assessments selection centres is subject to change and outside the control of NHS England.

IMPORTANT: You need to arrive at the Pearson Professional Assessments centre to sit your SJT/numeracy assessments 15 minutes before the time you have booked. If you arrive more than 15 minutes late to your appointment, you may be refused admission.

5.3 Expenses

Whilst NHS England does not reimburse expenses incurred, it is recommended that you book travel and accommodation (if needed) as early as possible.

5.4 Methods of assessment

The criteria that you will be assessed against come directly from the foundation trainee pharmacist Person Specification and Professional Attributes Framework (available in [Appendices B and D](#)). You are encouraged to read both documents thoroughly to aid your preparation.

IMPORTANT: All applicants are encouraged to prepare thoroughly for the assessment process. [Free learning packages](#) are available which help provide a deeper understanding of key areas of the Professional Attributes Framework.

Numeracy Test

The numeracy test will be undertaken directly before the SJT. This assessment is designed to test numeracy with less clinical context than the GPhC registration assessment. It is 20 minutes in duration.

The numeracy test is designed to provide assurance of an applicant's ability to carry out basic pharmaceutical calculations. Ten questions must be completed in 20 minutes. The calculations are not provided in a clinical context and are designed to test mathematical ability rather than practice-based knowledge.

You are advised to bring your own calculator to the numeracy test. Calculators will also be available on-screen as part of the test. Please note the following:

Only the following models are permitted Pearson (all the below models are also approved for the GPhC registration assessment):

1. Aurora DT210



2. Aurora HC133



3. Casio SL-300SV



4. Casio HS-8VA



5. Casio MX-8S-WE* (also known as MX-8S*)



6. Casio MX 8B-WE*/ MX 8B*



7. Catiga CD-8185



8. Casio MS-80F



9. Casio SL-460L-W



10. Lexibook C208



- You are responsible for making sure that your calculator works on the day. You may wish to consider bringing a spare as there will be no replacement calculators provided at the test centre (however, the on-screen calculator will be available for use should you need it).
- You cannot share a calculator with another candidate during the assessment.
- Your calculator will be visually inspected prior to the start of the assessment. Other items, such as spare calculators, calculator covers, keystroke cards, instruction manuals, spare batteries, memory aids, stickers or any sticky notes attached to your

calculator are not permitted in the testing room. These items must be stored in your secure locker outside of the testing room, and test centre staff will permit you to retrieve them if needed.

- Your calculator must remain on your desk in full view throughout your assessment.
- You may not use calculators on smartphones, tablets, smartwatches, or equivalent technology.

Part 1 of the GPhC registration assessment is based upon the framework outlined in the table below. Some framework domains are more complex in nature and so better suited to developing skills in the final year of the MPharm and during foundation training. Other areas however should be developed by the end of the third year of the MPharm and were therefore used in the development of the numeracy test for the NRS.

For the numeracy assessment note the following:

- You will be required to enter numerical answers only; the addition of units is not required.
- Where an answer is required to a number of decimal places, this will be clearly stated in the question text. Answers requiring a whole number input **will not allow inputting of decimals** and will flag as an input error. Please read the question carefully to avoid confusion.

GPhC Registration Assessment Framework Calculation Skills	Covered in National Recruitment Scheme Numeracy Test?
Doses and dose regimens	Yes
Dosage and unit conversions	Yes
Estimations of kidney function	No
Displacement volumes and values	No
Concentrations (e.g. expressed as w/v, % or 1 in x)	Yes

Dilutions	Yes
Molecular weight	No
Using provided formulae	Yes
Infusion rates	No
Pharmacokinetics	No
Health economics	No
Quantities to supply	Yes

Situational Judgement Test

SJTs are a measurement methodology designed to assess judgement in work-relevant situations. The foundation training SJT has been designed to assess the professional attributes expected of a foundation trainee pharmacist. The scenarios have been written by subject matter experts who work closely with trainee pharmacists. This ensures that the scenarios presented are realistic and fair and provide an accurate reflection of what trainee pharmacists encounter in their role.

The SJT will be an online test undertaken at a Pearson Professional Assessments test centre examining five of the attributes from within the foundation training Professional Attributes Framework. It will consist of 52 scenarios to be completed in 104 minutes. When responding to each scenario you will be asked to place yourself in the role of a trainee pharmacist and indicate what you should do in response to the situation presented.

Within the SJT there will be two types of response format:

- Rank five responses in order of appropriateness in response to the scenario
- Multiple choice where you will be required to select the three most appropriate actions (out of a total of 8) in response to the scenario

The SJT directly tests the following attributes from the Professional Attributes Framework:

- Person-centred care

- Multi-professional collaboration and leadership
- Professional integrity and ethics
- Problem solving, clinical analysis and decision making
- Communication and consultation skills

However, as many of the attributes are interlinked, successful SJT performance requires the candidate to utilise other behaviours within the PAF that are not directly tested.

Applicants are advised that a glossary is provided and is accessible throughout the test to check definitions of words or terms marked with an asterisk*.

REMINDER: All applicants are encouraged to prepare thoroughly for the assessment process. [Free learning packages](#) are available which help provide a deeper understanding of key areas of the Professional Attributes Framework.

SJT/numeracy test sample paper

The NRS [Student Zone](#) has resources to help support applicants, and also contains a sample paper which consists of 35 SJT scenarios presented in the two formats described above, and 10 numeracy test questions.

The paper is presented in an online computer-based format which looks and behaves like the real test you will sit when visiting a Pearson Professional Assessments test centre. This will allow you to become familiar with the general functionality of the interface while answering questions which have undergone the same creation and testing process as the real questions. Click [here](#) to access the sample paper.

Sitting the SJT/numeracy test at a Pearson Professional Assessments test centre

You will need to arrive 15 minutes before your booked time. The SJT/numeracy test will be sat at a computer. You will first sit the numeracy test, followed directly by the SJT. You may be sat with people who are taking non-NHS England tests e.g., driver theory tests. All tests are sat under exam conditions, and Pearson Professional Assessments staff will be there to assist should you have any issues on the day.

All applicants attending NRS assessments at Pearson Professional Assessments test centres should expect enhanced security checks during test centre check-in. This includes a brief security scan (hand-held wands) conducted by trained test centre staff to maintain

exam integrity. All unauthorised electronic devices (including mobile phones and smart watches) must be powered off and stored before entering the testing area. Applicants with approved medical or religious exemptions should ensure this has been agreed in advance.

Please note all seats in the test room are near to the test room door, but if you have a preference to sit as near as possible to the door, you can request this at the test centre during the check-in and the administrator will seat you accordingly if they are able to do so.

You will be offered a whiteboard and pen during the check in process, to take notes/work through calculations during your test. This must be handed back at the end of the test session. **Please note this whiteboard is not erasable;** should you fill up your whiteboard, you can request another. Your whiteboard will need to be returned when requesting another.

No note paper of any kind is permitted.

You can find further guidance on what to expect at a Pearson Professional Assessments test centre by visiting [Exam Resources and Test Preparation - Pearson VUE](#)

IMPORTANT: If you experience any form of disruption during the course of your assessments, please ensure you receive a case ID at the relevant test centre. If you wish to raise a concern regarding your assessment, this must be done on the day of the assessment by contacting the PRNO via our [Enquiries and Support Portal](#). Concerns will not be considered where they are raised at a later date.

5.5 Pearson Professional Assessments test centre documentation

Please note that ID requirements are set by Pearson Professional Assessments and are mandatory for all applicants sitting any assessment at a Pearson Professional Assessments test centre. **You will be refused entry** if you arrive with incorrect evidence.

You will be required to present one form of original (no photocopies), valid (unexpired) government issued ID that includes your name, photograph, and signature.

The first and last name that you used to register **must** match exactly the first and last name on the ID that is presented when attending on your test day. Pay attention to any middle names that are included but not initially provided during registration, for example.

IMPORTANT: If the name on your passport is different to your current name, you will need to bring evidence of the name change, for example an original marriage certificate or other appropriate documentation, as well as a copy of said document.

To view the full ID policy, including any additional allowances to this policy, please visit <http://www.pearsonvue.com/policies/1.pdf>

If you have any questions or concerns about the ID you are required to bring with you to the test centre, please contact [Pearson Professional Assessments Customer Service](#).

If you arrive more than 15 minutes late to your booked time, you may be refused admission.

Should your name change between the submission of your application and the sitting of your NRS assessments please notify the PNRO via the [Enquiries and Support Portal](#). Should you also have any queries concerning the format of your name or the validity of your identification documents, please notify the PNRO through the Enquiries and Support Portal so that appropriate advice may be offered.

5.6 Scoring guidance

You will receive individual feedback about your performance by no later than 30th December 2026. This will include:

- Overall score for SJT
- Numeracy test score
- Score breakdown by SJT attributes

This information will be available on your Oriel dashboard. Please click on 'interview' as highlighted below to view your score.

The screenshot shows the Oriel dashboard with the 'Applications' tab selected. The 'My applications' section displays one application: 'PNRO - Foundation Pharmacy - FPharm' with a status of 'Submitted'. The 'Applications details' section shows a progress bar with four stages: 'APPLY' (Completed), 'LONGLIST' (Completed), 'INTERVIEW' (Completed), and 'OFFER' (Not started). The 'INTERVIEW' stage is highlighted with a red box, and a tooltip shows a score of '49.00 out of 50.00'.

Minimum thresholds for the numeracy test and SJT help identify those applicants who may need extra support to achieve the required standard to commence foundation training. These thresholds vary every year according to the performance of the cohort of applicants as a whole and are arrived at using an evidence-based standard setting process, including statistical analysis of the questions being asked.

IMPORTANT: All applicants, including those who fall below the minimum threshold in either the numeracy test or the SJT, will be eligible to receive an offer of foundation training. NHS England will provide all Schools of Pharmacy (SoPs) with scoring breakdowns for their student cohorts so that targeted support may be offered to applicants where required, before they start their foundation training.

Situational Judgement Test Scoring

Your SJT score is used to provide you with your overall rank within the NRS. As applicants sit multiple SJT papers, SJT scores are equated. This is to ensure that your final SJT score accounts for the differences between papers.

Numeracy Test Scoring

Your score for the numeracy test is between 1 to 10.

The score you receive for your numeracy test will not be included within your total score but may be used as a tiebreaker (see below). However, as described above, applicants who score below the minimum threshold for the cohort will be highlighted to their SoP for further support if required.

Tiebreaks

Your SJT score will be used to rank you against all applicants within the NRS. Each applicant requires a unique rank, therefore in the event of a tied SJT score, various metrics will be used as tiebreakers until all applicants have been differentiated and can therefore be given a different rank.

1. Trial items: each assessment has a number of scenarios that measure the same attributes and are developed following the same process as the scored items being tested. As they are being trialled, they do not contribute to your SJT score, but are used as the first tiebreaker in the case of tied SJT scores.
2. SJT attributes: if the score is still equal, the scores received will be differentiated using the attributes measured within the SJT. These will be based upon stakeholder rankings of the importance of each attribute.

3. Numeracy test score: if scores remain tied, your score from the numeracy test will be used.

Therefore, in the event of a tied score, scoring information in the following order will be used as tiebreaks:

- SJT Trial Item Total Score
- Person-Centred Care SJT Score
- Professional Integrity & Ethics SJT Score
- Problem Solving, Clinical Analysis & Decision Making SJT Score
- Multi-Professional Collaboration & Leadership SJT Score
- Numeracy Test Score

6. Offers process

Offers will be coordinated through the Oriel system by the PNRO, according to your rank and the order with which you ranked your programme preferences.

If you are ranked first, you will be offered your first preference followed by the person who ranked second being offered their first preference, unless it has already been offered to you as the person who ranked first, in which instance they would get their second preference and so on.

Example: How Foundation Pharmacy offers will work.

Kate's top three programme preferences were: Pharmacy A, Pharmacy B and Pharmacy C. Kate ranked 1001 following the NRS assessments, meaning 1000 applicants ranked higher than her. When it was Kate's turn to be allocated a programme, all of the programmes within Pharmacy A and Pharmacy B had been filled by higher ranking applicants. There was still a programme place vacant within Pharmacy C, therefore Kate was sent an offer for this programme.

You will be notified of offers via your Oriel account. This notification can be received at any point during the offers window from early November onwards.

Accept

- If you accept an offer this means you are 100% satisfied to complete your foundation training with this employer/host organisation.
- By accepting an offer on Oriel, you are agreeing to commence this training programme.
- The offer you accept on Oriel is a formal indication of your intent to commence training and not a formal contract of employment. You will subsequently receive a formal contract directly from the employer/host organisation.
- Once an offer has been accepted you will be removed from the offers process unless you choose to opt in to offer upgrades (**See [Section 6.2](#) below**).
- Accepting an offer which you subsequently decline has severe implications for yourself, employers/host organisations and other applicants who preferenced that programme.
- Your SoP will be informed if you decline a previously accepted offer without valid reasons for doing so, and you will be directed to apply for the next round of the NRS, for the 2028 training year

If you have applied to both the England and Wales vacancy and the Scotland vacancy, accepting an offer for one will automatically result in the other offer being rejected by the system. Rejected offers cannot be reinstated under any circumstances.

Decline

- If you decline an offer, you will not be eligible to receive any subsequent offers, so declining an offer is something to consider very carefully.
- **You must not preference a programme you would not be willing to accept.**

Hold

- Only applicants **who have applied to both the England and Wales, and the Scotland vacancies** (see [Section 6.4](#)) can hold offers.

6.2 Upgrading

Upgrading is an optional feature in Oriel that helps you receive the highest-ranked programme still available to you after you have received an offer. If you choose to opt in, the system will automatically try to move you to a programme you ranked higher on your preference list, should a place become available.

To be considered for an upgrade, **you will first need to either ACCEPT or HOLD your received offer before you can OPT IN for upgrades**

Placement/Rotation	Setting	Length
1	Hospital	13 week(s)
2	General Practice	13 week(s)
3	Other	26 week(s)

Offer / Information

PENDING OFFER
 You can accept or hold only one offer. Offers that are not accepted, held or declined will automatically expire 48 hours after the date/time the offer was made.
 This offer can be registered for automatic upgrades until **15:00 on Thursday 02 Apr 2026** and can be held (with or without the automatic upgrades option) until **13:30 on Thursday 02 Apr 2026**.
 Declined and expired offers will be recycled and offered to another applicant.
 If you have a genuine reason for not responding to the offer within the time limit, you should contact the relevant recruiting organisation.

Offer / Active Applications + Offers In The Same Round
 No applications/offers returned

Once an Offer is ACCEPTED or HELD, you will need to tick the 'I wish to OPT IN to automatic upgrades' box as seen in the screenshot below:

Offer / Information

YOU HAVE ACCEPTED THIS OFFER

If you opt to accept with upgrades you are agreeing that should one of your higher preferences be upgraded it is not possible for your previous offer to be reinstated.

The upgrade deadline for this offer is currently **15:00 on Thursday 02 Apr 2026**.

Please note deadline dates are subject to change.

I wish to 'OPT IN' to automatic upgrades

Offer / Active Applications + Offers In The Same Round
 No applications/offers returned

How Upgrading Works

- When you receive an offer, you will be able to make either of the following decisions:
 - **Accept**
 - **Accept with upgrades**
 - **Hold** (only if you also applied to the Scotland vacancy),
 - **Hold with upgrades** (only if you also applied to the Scotland vacancy).
 - **Decline** (this ultimately removes you from the recruitment process)
- If you '**Accept with upgrades**' or '**Hold with upgrades**' within the 48hr response window, the Oriel matching algorithm will subsequently be run and the system will:
 1. Look at your ranked list.
 2. Identify all programmes you placed **above your current offer**.
 3. Automatically upgrade you if one of those programmes becomes available.
- Upgrades can happen at specific intervals up **until the upgrade deadline at the end of November**.

IMPORTANT: If your offer is upgraded, you cannot revert to the original offer if you change your mind, as the original offer is completely replaced by the upgraded offer. However, if you do not receive an upgraded offer, your original offer will remain unchanged and secure.

When Upgrades Run

Upgrades run at specific intervals during the offer window. You have 48 hours to take action on your first offer before the system locks your choices for the next offer round or iteration.

Opting In or Out

You may opt in or opt out of upgrades at any time during your 48-hour response period after a new offer or an upgraded offer is made, or between offer rounds, until the upgrade deadline – this is helpful if you are happy with current offer and wish to opt out of further upgrades before the end of the Offer window. However please note the below exception:

Once the matching process for an offer round begins, your choices are **locked** until the next offer round.

What Happens when you Receive an Upgrade

You will normally be notified by email and via Oriel with the subject line “**Offer Upgraded Once Accepted**” if you receive an upgraded offer. The upgraded offer is accepted automatically.

The notification will state which programme you have been upgraded to. If you are happy with this upgrade and do not wish to receive any further upgrades, you can choose to **opt out** of the upgrade process. **Please ensure you opt out within the 48-hour window** before the next offer-matching cycle runs.

Exceptions and Important Notes About Upgrading

- **Upgrading is not guaranteed.** It depends on several factors, including:
 - Whether programmes ranked **higher on your preference list** become available.
 - The **popularity** of programmes ranked above your current offer (e.g., multi-sector programmes in certain locations are often highly competitive and may already have been offered and accepted by other applicants).
 - Your **rank relative to other applicants** who are also eligible for and interested in the same programmes. Applicants ranked higher than you will always be considered for upgrades first.
- **You will not receive notifications if you have *not* been upgraded.**
If you have opted in to upgrades and receive no notification during a matching cycle, it simply means no upgraded offer was available for you in that round. You may remain opted in until the upgrade deadline, or opt out at any point if you are satisfied with your current offer.
- **Only programmes ranked above your current accepted offer** are considered for potential upgrades.
- **Upgrading ends at the Upgrade Deadline: 25 November 2026.**
After this date, all accepted offers become final.

IMPORTANT: Once the offer matching process commences you are unable to make any changes on Oriel. Ensure all decisions are made prior to this.

Should I ‘Opt In’ for Upgrades?

Common Upgrade-related queries	Recommended action
“I like my offer but would prefer a programme or programmes higher on my list of ranked preferences.”	Accept with upgrades and ensure all programmes listed above current offer are programmes you are willing to accept
“I have changed my mind about my current offer, and want to be considered for other programmes”	Amend this by accepting with upgrades and use enhanced preferencing to edit list of preferred programmes – See Section 6.3 for more. Please note that an upgrade is not guaranteed. If no upgrade is offered you will need to accept your current offer or be removed from the process
“I only want this employer/programme and don’t want any changes/upgrades.”	Accept - Do NOT opt in to upgrades
“I have received an upgraded offer after opting in, and I am satisfied with my current upgraded offer.”	OPT OUT of upgrades immediately you get notified of the upgrade
“I am deciding between England/Wales and Scotland offers.”	Hold / Hold with upgrades and ensure all programmes above current offer are programmes you are willing to accept
“I don’t want to risk losing my current offer as it meets my requirements.”	Accept - Do NOT opt in to upgrades

Application / Upgrade Preferences						
Preference Rank	Trng. Prog.	Dual Trng. Prog.	Grade	Region	Offer Code	Description
1	Foundation Pharmacy		FPham	WALES	Morrison Hospital - GP Swansea Bay - Well Gorseion/Swansea/546 6NLSWV/1837	
2	Foundation Pharmacy		FPham	HEEW	Badham Pharmacy/Bishops Cleeve/QL52 BLR/TZ/0063	

Application / Current Offer							
Preference Rank	Trng. Prog.	Dual Trng. Prog.	Grade	Region	Offer Code	Description	Application Status
3	Foundation Pharmacy		FPham	HEKSS	Frimley Health NHS Foundation Trust/Frimley/OU16 7UJ/Day Lewis PLC/Camberley/OU15 2HJ/SWV/0723		Offer accepted with upgrades

Page 1 of 1 Pages: 1 Total records: 0

[Update Preferences](#)

Application / Preference Update

Application ID: PNRO/25-26/2472/FPPharm/1-R1A/0000283033/00001
 Training Programme: FOUNDATION PHARMACY
 Recruiting for: England, Wales
 Grade applied to: FPPharm
 Last save: Monday 29 April 2024 08:30

Any preference which is ranked higher to the one which you were offered to will be by default opted in to automatic upgrades.

Session will time out in 59:14 minutes. (Note: you cannot save this page after your session has expired)

Filter options

Employer name	Employer type	Skilled worker visa	Size of org. (community pharmacy only)	Specialty (Hospital)	Location (Sector)	Number of Placements/Rotations	Start date
<input type="checkbox"/> Select All <input type="checkbox"/> Boots UK	<input type="checkbox"/> Select All <input type="checkbox"/> General Practice <input type="checkbox"/> Hospital <input type="checkbox"/> Other <input type="checkbox"/> Community Pharmacy	<input type="checkbox"/> Select All <input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Select All <input type="checkbox"/> Independent (1-5) <input type="checkbox"/> Large (200+) <input type="checkbox"/> Medium (25-200) <input type="checkbox"/> Small (6-24)	<input type="checkbox"/> Select All <input type="checkbox"/> Cancer Specialist Centre <input type="checkbox"/> Cardiothoracic <input type="checkbox"/> Children's Hospital <input type="checkbox"/> Community <input type="checkbox"/> Ophthalmology Specialist Centre	<input type="checkbox"/> Select All <input type="checkbox"/> Berkshire, Buckinghamshire and Oxfordshire (Pharmacy) <input type="checkbox"/> Hampshire and Isle of Wight (Pharmacy) <input type="checkbox"/> Leicester, Leicestershire and Rutland (Pharmacy) <input type="checkbox"/> Pembrokeshire <input type="checkbox"/> Sussex	<input type="checkbox"/> Select All <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	<input type="checkbox"/> Select All <input type="checkbox"/> 01/08/2026 <input type="checkbox"/> 28/07/2026

[Undo last conference movement](#)

Preference (2)
 Apply Filtering
 Search...
 Select All Select None
 Rank:1: Morriston Hospital = GP Swansea Bay = Well Gorseion/Swansea/S46 6NU/SWV/1837 (places:2)
 Rank:2: Primley Health NHS Foundation Trust/Primley/GU16 7UJ/Day Lewis PLC/Camberley/GU15 2HU/SWV/0733 (places:1) **OFFER**

No Preference (0)
 Apply Filtering
 Search...
 Select All Select None

Not Wanted (125)
 Apply Filtering
 Search...
 Select All Select None
 [Imaan Healthcare GP & Community] Alton Pharmacy/Alton/GU34 1ET/3 (places:2)
 [Imaan Healthcare GP & Community] Imaan Pharmacy/Bexhill on Sea/TN40 2SW/14 (places:2)
 Neath Port Talbot Hospital = GP Swansea Bay = Vale of Neath Pharmacy/Port Talbot/S412 7BU/SWV/1846 (places:1)
 [Imaan Healthcare GP & Community] Lacey Pharmacy/Girneby/DN37 7HX/19 (places:2)

[Click here to download the preferences in an Excel compatible file \(.csv\).](#)

On Oriel, the upgraded programme or current offer you accept can easily be identified by the word **‘OFFER’** displayed in red against it. This programme cannot be moved to the **‘Not Wanted’** column.

Any programme in the **‘Preference’** column, that is ranked ABOVE your current offer – or any that you re-rank above it after opting in – will be considered for upgrades. This includes programmes you originally ranked higher as well as those you previously ranked lower but have now moved higher than your current offer.

Example: how upgrades work

Let’s say you originally ranked the following programmes in your **‘Preference’** column:

1. Programme A
2. Programme B
3. Programme C

- You get an offer for Programme B. It’s now marked in red as **‘OFFER’**.
- You cannot move Programme B to **‘Not Wanted’**.
- You can be considered for an upgrade for Programme A if available, because it was ranked higher.
- If you now move Programme C above Programme B during the 48-hour preferencing window, the Oriel matching system will also consider Programme C for an upgrade. This action is known as enhanced preferencing. See [Section 6.3](#)

You will never receive an offer for a programme that is ranked or you re-rank lower than the **‘OFFER’** programme.

Please note: Upgrades are automatic if you 'Accept with upgrades'. If a preferred programme becomes available before the upgrade deadline, the current offer will automatically be upgraded. Applicants are notified of the upgrade via a message within their Oriel account. After an upgrade has been made, there is no opportunity to revert to the previous offer.

IMPORTANT: If you 'Accept with upgrades', ensure **all** programmes you rank in your 'Preference' categories above your current offer are programmes that you are willing to accept.

6.3 Enhanced preferencing and offers

Enhanced preferencing is a feature within the Oriel system that gives applicants additional flexibility **after the first round of offers have been released**. It allows you to **review and adjust your programme preferences** between offer rounds so that your most up-to-date choices can be considered in later offer matching cycles for either upgrades or receiving your first offer.

Enhanced preferencing is open to:

- **Applicants with an offer:** can refine lists to control what they may be upgraded to.
- **Applicants without an offer:** can continue adjusting preferences until the final offer round.

Enhanced preferencing is designed to help you respond to changing circumstances and maximise your chances of receiving a programme that best suits your needs.

There will be rounds of Enhanced preferencing **after the first set of offers are released** (from 4 November 2026) and **until the upgrade deadline** (25 November 2026).

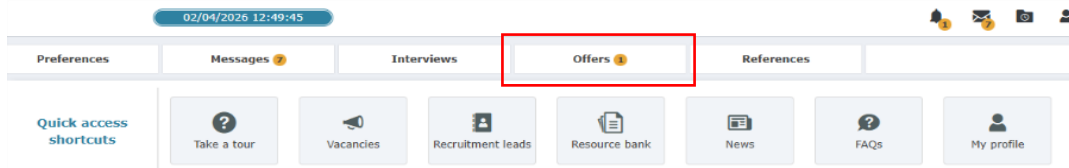
You will receive notifications via Oriel when enhanced preferencing becomes available and when it closes between offer matching cycles. During the offer matching process itself, preferencing will temporarily close to allow the PNRO to run the offer matching algorithm and prepare the next round of offers.

How to access enhanced preferencing on Oriel

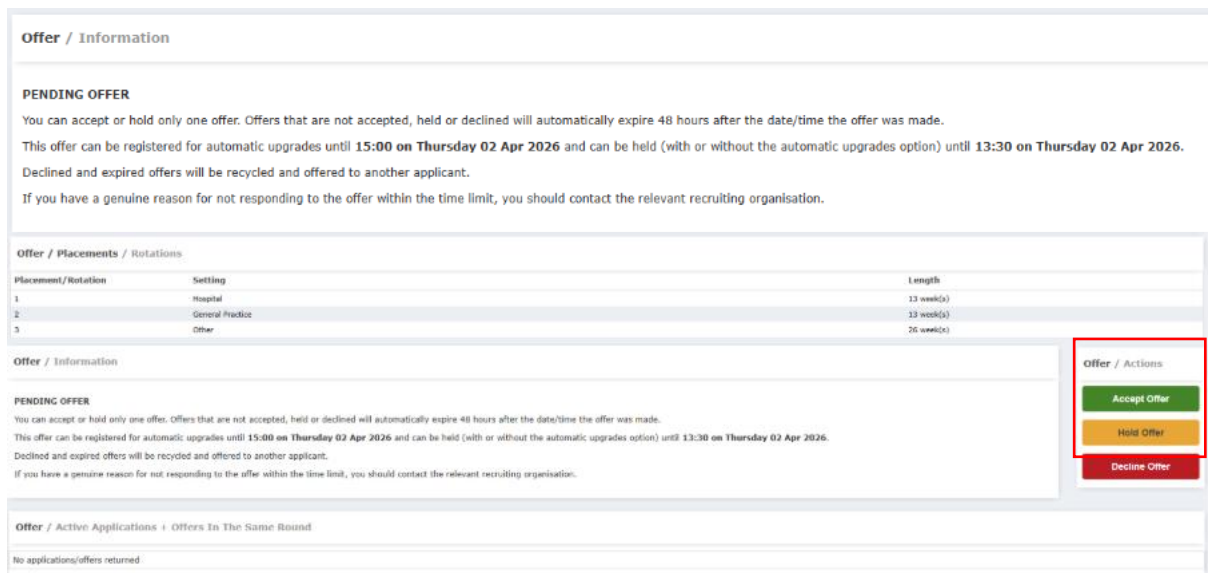
For applicants who have received an offer - Once notified via email that the preferencing window is open for 48hrs, do the following:

- Log in to Oriel

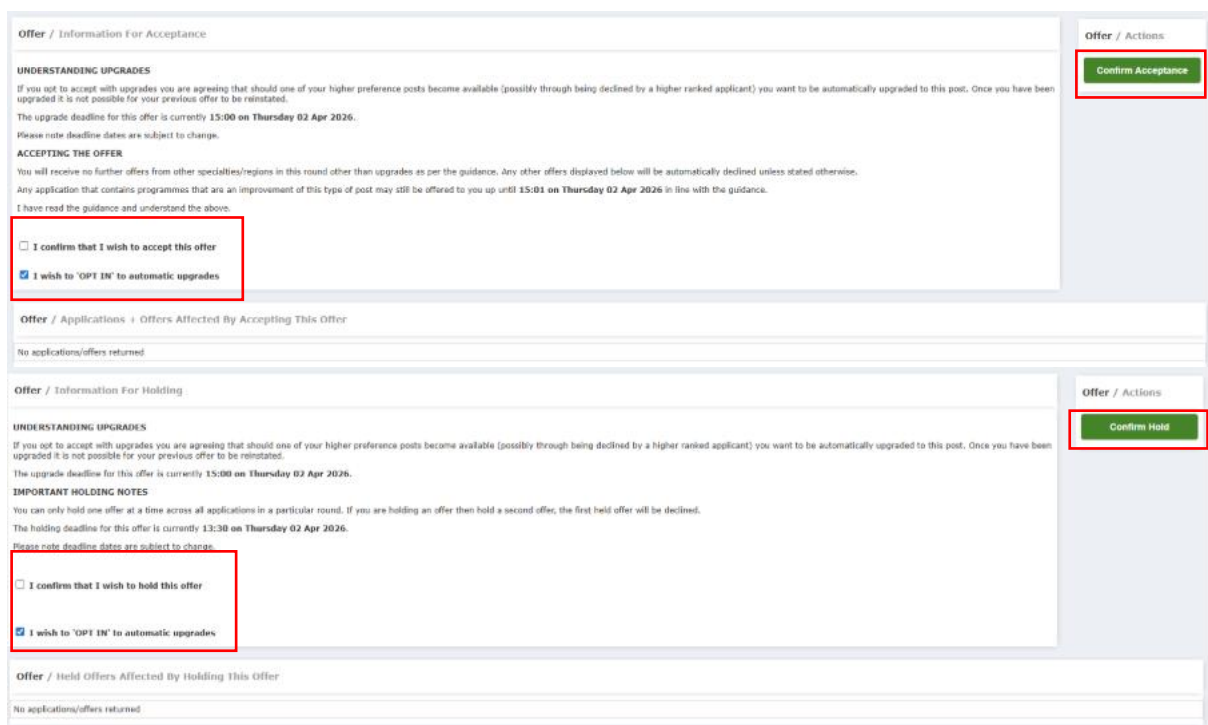
- Go to 'Offers' tab on your Dashboard and select your pharmacy offer



- Ensure either 'Accept Offer' or 'Hold Offer' options have been selected



- Tick the 'I confirm that I wish to accept/hold the offer' and 'I wish to OPT IN to automatic upgrades' box and then 'Confirm Acceptance' (if you accept the offer) or 'Confirm Hold' (if you hold the offer)



- Click on 'Upgrade PNRO preferencing' button

- You can opt in or out of upgrades at any time after the offer is accepted/held while the preferencing window is open. To opt in, select the “I wish to OPT IN to automatic upgrades” box. To opt out, clear the “I wish to OPT IN to automatic upgrades” box. Then click “Save Opt In/Out”.
- If you are satisfied with your upgraded offer, please opt out immediately. Otherwise, you will be considered for further upgrades. An upgraded offer cannot be reinstated once replaced**

Offer / Information

YOU HAVE ACCEPTED THIS OFFER

If you opt to accept with upgrades you are agreeing that should one of your higher pre been upgraded it is not possible for your previous offer to be reinstated.

The upgrade deadline for this offer is currently **15:00 on Thursday 02 Apr 2026**.

Please note deadline dates are subject to change.

I wish to 'OPT IN' to automatic upgrades

Offer / Active Applications + Offers In The Same Round

No applications/offers returned

Offer / Actions

This offer has been accepted. To update your opt in status please update the 'I wish to Opt IN to automatic upgrades' check-box to the left and press save below.

Save Opt In/Out

For applicants who do not have an offer – do the following:

- Log in to Oriel
- Go to 'Preferences' tab on your Dashboard

My dashboard Documents Applications **Preferences 1** Messages 7

Preferences

Foundation Pharmacy UPDATE PREFERENCES

Recruiting for: England, Wales
 Preference opening: Wednesday, April 01 2026 15:00
 Preference closing: Friday, April 03 2026 15:00

- Edit preferences from this page and ensure you save

Application / Preference Update

Application ID: PNRO/27-28/3072/FPharm/1-RIA/0000282891/00003
 Training Programme: FOUNDATION PHARMACY
 Recruiting for: England, Wales
 Grade applied to: FPharm
 Opening date: Wednesday 01 April 2026 15:00
 Closing date: Friday 03 April 2026 15:00
 Time to closing: **1 Day, 23 Hours and 44 Minutes**
 Last save: You have not currently saved any changes to your preference ranks.

Session will time out in 59:43 minutes. (Note: you cannot save this page after your session has expired)

Filter options

Employer name	Employer type	Skilled worker visa	Size of org. (Community pharmacy only)	Specialities/Hospital type (Hospital only)	Location (Sector)	Number of Placements/Rotations	Start date
<input type="checkbox"/> Select All <input type="checkbox"/> Boots UK	<input type="checkbox"/> Select All <input type="checkbox"/> General Practice <input type="checkbox"/> Hospital <input type="checkbox"/> Other <input type="checkbox"/> Primary Care	<input type="checkbox"/> Select All <input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Select All <input type="checkbox"/> Independent (1-5) <input type="checkbox"/> Large (200+) <input type="checkbox"/> Medium (25-200) <input type="checkbox"/> Small (6-24)	<input type="checkbox"/> Select All <input type="checkbox"/> Cancer Specialist Centre <input type="checkbox"/> Cardiothoracic <input type="checkbox"/> Children's Hospital <input type="checkbox"/> Community <input type="checkbox"/> Ophthalmology Specialist Centre	<input type="checkbox"/> Select All <input type="checkbox"/> Berkshire, Buckinghamshire and Oxfordshire (Pharmacy) <input type="checkbox"/> Bristol, North Somerset, and South Gloucestershire (Pharmacy) <input type="checkbox"/> Great <input type="checkbox"/> Hampshire and Isle of Wight (Pharmacy) <input type="checkbox"/> Leicester, Leicestershire and Rutland (Pharmacy)	<input type="checkbox"/> Select All 2 3 4	<input type="checkbox"/> Select All 01/08/2026 02/08/2026 28/07/2026

During the enhanced preferencing window, you may:

1. **Edit and re-order your ranked programme preferences** - You can move programmes higher or lower in your list, or change your order completely. For applicants with an offer, this can help you avoid being upgraded to a programme you now know you no longer want. For applicants with no offer, you can use this to re-order the ranks of the preferred programmes you wish to be considered for an offer.
2. **Add programmes you had not previously ranked** - If your circumstances change, you may widen your list (e.g., adding additional programmes locations or sectors) however, please ensure they are well researched programmes, and you will be willing to accept should you be offered.
3. **Remove programmes you no longer wish to be considered for** – This is helpful if you receive an offer but want to avoid automatic upgrades into unwanted programmes/locations.

Please note the following exceptions:

- For applicants with an offer, you can only access enhanced preferencing when you **make a decision (to accept or hold an offer) and opt in for upgrades**. Applicants with no offer can also perform enhanced preferencing.
- After the 48-hour enhanced preferencing window ends, the Oriel system locks changes to run the matching process safely. All saved changes will be considered.
- Re-ranking does not guarantee an upgrade or new offer - It simply tells the Oriel matching system your new order—availability still depends on programme availability, programme popularity and your rank.
- Errors made in re-ranking that lead to unwanted upgrades cannot be rectified so ensure changes are carefully made/saved following research of programme preferences amended
- Once the upgrade deadline has passed, preferences and Offers are final - No further amendments can be made after the upgrade window closes on the 25th of November.

Here are a couple of examples of how enhanced preferencing can be used effectively:

Example: an applicant who is yet to receive an offer

Lauren has not yet received an offer; the upgrade deadline is yet to pass. Since submitting her preference options two weeks ago she has had a change in personal circumstances and now wishes to expand her geographical choices to include 10 more programmes. She can do this by logging into her Oriel application and adding to her preference list.

Example: an applicant who has received an offer

Meera was offered her 12th preference programme and wishes to accept the offer with upgrades. However, since making her original preferences, Meera's family situation has changed and it would no longer be viable for her to travel to her 6th, 7th, 8th or 9th preferred programmes. Meera is worried that she may be offered these via the upgrade option. Enhanced preferencing will prevent this situation happening. When Meera receives her offer, she will be able to amend her preferences within the 48-hour preferencing window i.e. she can remove the programmes preferred as 6, 7, 8, and 9 from her list completely and also add new programmes that are more local to where she needs to live.

Please click [here](#) to view the different methods of amending preferences once the offer process has started.

6.4 Holding an Offer

Holding an offer is only available for applicants who have applied to both the England and Wales, and the Scotland vacancies.

If you have applied to England/Wales as well as Scotland, you may be made an offer in both vacancies. Oriel will allow you to hold one offer whilst you decide which one to accept.

The held offer can be accepted or declined up until the hold deadline which is 20th November 2026 at 12:00pm. Only **one** offer can be held at any time during the offer window. Trying to hold a second offer will result in the original held offer being rejected. Before the hold deadline passes, offers must be confirmed as 'Accept', 'Accept with upgrades' or 'Decline'. If you choose to hold, you will have two options:

Hold without upgrades:

- This option is intended for applicants who are satisfied with their first offer and would be prepared to accept it, given its high ranking in their preferences, while still wishing to consider any subsequent offer that may be received from the Scotland vacancy. In summary, this means:
- The applicant is reserving the offer
- No upgrades by preference will be made
- Offers from Scotland can still be received
- The held offer can be accepted or rejected up until the hold deadline.

Hold with upgrades:

This option is intended for applicants who have received an offer lower on their preference list and who choose to hold the offer whilst opting in for upgrades, allowing them to remain in consideration for higher-ranked programmes through upgrades while also keeping their options open to consider any subsequent offer that may be received from the Scotland vacancy. In summary, this means:

- The applicant is reserving the offer
- The held offer preference will be automatically upgraded if higher-ranked preferences become available.
- Offers from Scotland can still be received.
- Applicants who opt in to upgrades will have their offer upgraded without further contact being made with them
- The held offer can be accepted or rejected up until the hold deadline.

If no action is taken, the held offer will expire at the end of the Hold Deadline which is 20th November 2026 at 12:00pm and will be deemed to have been declined and will be offered to another applicant.

IMPORTANT: If you have applied to only one Oriel vacancy you must not hold; this option is only for those who have applied to both vacancies.

Here are some examples of 'Holding' an Offer:

Example 1: an applicant has applied to the England/Wales and the Scotland vacancies – Accepting Held Offer

Errol receives an offer from the Scotland vacancy but wants to explore his options before making a final decision. Hoping to receive an offer from the England/Wales vacancy, he places his Scotland offer on hold. A week later, he receives an offer from the England/Wales vacancy and determines that it better aligns with his future plans. Within the 48-hour decision window, he accepts the England/Wales vacancy offer, which results in the automatic declining of his Scotland offer.

Example 2: an applicant has applied to the England/Wales and the Scotland vacancies – Inaction on Held Offer

Donna receives an offer from the England/Wales vacancy but hopes to receive an offer from the Scotland vacancy before making her final decision. To keep her options open, she holds the England/Wales offer. However, after waiting for a response from the Scotland vacancy with no forthcoming offer, she forgets to take action before the hold deadline expires. As a result, she receives an email confirming that her held offer has been automatically declined due to inaction. Unfortunately, this means Donna is unable to secure a training programme.

Example 3: an applicant has applied to the England/Wales and the Scotland vacancies – Held with Upgrades

Nimisha applied to both the England & Wales and Scotland vacancies. She initially received an offer for a programme in England & Wales, but since it was lower on her list of preferences, she chose to hold the offer while opting in for potential upgrades. She was also anticipating an offer from the Scotland vacancy.

After the second round of offers, she still had not received an offer from Scotland, but she did receive an upgraded offer for a programme in England & Wales—one that was ranked 15 places higher than her initial offer. Since this new offer aligned better with her future plans, she decided to opt out of further upgrades after receiving the email notification. After receiving an offer from the Scotland vacancy, she found that the programme didn't match her aspirations. As a result, she accepted the England & Wales programme and this automatically declined her Scotland offer.

6.5 What happens after accepting an offer

After you have accepted an offer and the upgrade window has passed, your information will be released to the employer/host organisation whose programme you have accepted.

The release of information to employers will be co-ordinated nationally and will take place in mid-December 2026.

Contacting your employer

Applicants are informed of their allocated training place well before employers are. Your employer/host organisation will be informed to contact you as soon as practical to discuss next steps including the issuing of an employment contract.

In many cases, the management and onboarding of trainees is managed by specific teams and not by individual branches. Employers want you to have the best experience at first contact, but as the winter is a busy period for healthcare employers, you may not be contacted for several months after you accepted your offer on Oriel. **Wait for them to do so!** See [Section 6.6](#) below for more information.

Changes to accepted programmes

Sometimes a change in programme which is outside the control of NHS England may occur after it has been accepted on Oriel. Examples of changes include the sale of a business or a business ceasing to trade, staff changes that impact a trainee directly (e.g. the loss of required supervision) or unanticipated workforce pressures.

It is the responsibility of your employer to notify you if there will be a change to the programme you accepted via Oriel.

In some instances, the employer may be able to move your training to an alternative training site.

In exceptional circumstances where an employer is unable to facilitate your training moving to an alternative training site, they may have no alternative but to withdraw their offer of foundation training. If this occurs, please contact the PNRO via the [Enquiries and Support Portal](#). NHS England regional pharmacy teams will assist you to find an alternative foundation training programme comparable to the one you accepted via Oriel (where one exists and is available) from the list of employers registered with the NRS for that round.

[IMPORTANT:](#) Changes outside of the control of NHS England such as service re-configuration and branch closures may result in your accepted offer changing.

IMPORTANT: Alternative programmes may not be in the same sector or location as your original choice but will provide a quality-assured training experience, and you may have to be flexible to ensure your training is not delayed

IMPORTANT: If a programme change has occurred, this information will not be updated in your Oriel account and your original programme will remain displayed.

Registering with the GPhC

You are advised to read the [information on the GPhC website](#) on registering with them as a Trainee Pharmacist. Your application is usually required in June of the year you will start your training. **Please note that you cannot start your training year until you have registered with the GPhC.**

6.6 Contact with your employer

Please do not contact your employer, be patient and wait for them to contact you instead. Your employer will not be informed of your offer details until mid-December during the busy winter period for healthcare employers. Contacting employers before they have approached you may lead to misunderstandings, as they may not yet have reviewed your application or offer details, which will be released on Oriel, and may still be making the final preparations for your training placement alongside plans for pre-employment checks. This may also include allocating appropriate Designated Supervisors (DSs) and Designated Prescribing Practitioners (DPPs), ensuring capacity, and planning the support structures required for your training.

IMPORTANT: While an offer made through Oriel constitutes a formal offer of employment, it is not a formal contract with your employer. It is the responsibility of the employer to provide you with a contract of employment for the duration of your programme.

If you have not been contacted by your employer/host organisation **by the beginning of March 2027**, please contact the PNRO for assistance via the [Enquiries and Support Portal](#).

Please check your email account (the one you registered with the NRS) regularly for correspondence from your employer and ensure you reply. It is also important to check your junk/spam folder and watch out for messages or calls on your mobile phone that may be from your employer.

Your employer is responsible for issuing you with a contract of employment aligned to the programme information displayed on Oriel when you accepted your offer.

IMPORTANT: Accepted offers are subject to employer pre-employment checks which include occupational health, immigration requirements, and satisfactory

Pre-employment checks normally start between six and three months before the programme start date.

IMPORTANT: NHS England does not employ any trainees. The employer is responsible for all contractual issues including pay, hours of work and annual leave entitlement.

Expectations around study time

You are employed in a full-time foundation training role that combines service delivery with structured learning. There is no nationally mandated amount of protected study or administrative time; however, your employer is required to ensure you have sufficient time within your working hours to meet the General Pharmaceutical Council (GPhC) learning outcomes and complete required training activities. This may include attending study days, receiving supervision, completing portfolio work, reflection, and undertaking assessments. How study time is provided varies by programme, sector, and employer. You are encouraged to review programme information carefully and discuss local study arrangements with your employer after accepting an offer.

Reasonable adjustments

If you will require reasonable adjustments for your training, it is your responsibility to inform your employer and discuss your request with them in more detail. See [Section 3.2](#) for more details.

Requests for less than full time working will be considered by your employer in line with GPhC guidance.

Visas

If you accepted an offer for a programme with SWV displayed in the programme preference code and you require a SWV, you will need to tell your employer so that sponsorship can be discussed. If you will be using a graduate visa to undertake your training, please inform your employer.

IMPORTANT: Accepting an offer on Oriel shows that you are 100% intending to commence training with that employer and the employer considers the training place to be filled. Your SoP will be informed if you decline a previously accepted offer without a valid reason for doing so, and you put at risk your ability to secure a training place for 2027.

6.7 Declining a previously accepted offer

Whilst there may be valid unforeseen reasons for withdrawing from a previously accepted offer, you are advised to think very carefully before doing so.

Declining a previously accepted offer once a cycle of the NRS has been completed carries a number of significant negative ramifications which include:

- Putting your training at risk as you may be unable to secure any other suitable training post.
- Displaying a level of unprofessionalism.
- Preventing the programme from being filled by other applicants who really wanted it.
- Leaving an employer unable to re-recruit.
- Wasting taxpayers' money.
- Impacting pharmacy workforce planning.
- Affecting an employers' satisfaction with the NRS with the potential to reduce future training capacity.

IMPORTANT: The NRS is the only way to obtain a foundation training place. By declining an offer, you previously accepted via Oriel you will effectively be removing yourself from a training opportunity in 2027.

IMPORTANT: The support available from NHS England to find you an alternative training site will be limited. Only preference programmes you are willing to accept to avoid putting your training at risk.

6.8 Data Sharing

With reference to the information that you provide via Oriel, please be aware that your data will be used for the following purposes:

- Processing of your data during the recruitment process.
- Processing of successful applicant data by (among others) NHS England local recruitment offices, Health Education and Improvement Wales (HEIW) Deaneries, Royal Colleges, employing NHS organisations, the General Pharmaceutical Council
- Evaluation, research, and testing purposes, and for workforce planning and quality assurance. This may involve sharing your data with other organisations involved in these purposes such as employers/host organisations, evaluation partners, SoPs, and training and recruitment leads in NHS England, HEIW and Public Services Delivery Scotland (PSD Scotland).

Full details on how your data will be stored and processed can be found by accessing the Oriel privacy policy located at the bottom of the page [here](#).

7. Resitting academic exams

If you are required to resit some/all of your University examinations, opportunities to begin your foundation training after successful completion of your academic course are still open to you, but you must contact your employer/host organisation as soon as possible to discuss your options.

7.1 Resitting some modules

If you are required to resit some of your modules but will not need to resit the whole year, **you should inform your employer as soon as possible** that you will be starting your training in the autumn start date window. Your employer will be able to accommodate trainees starting in either the summer or autumn window.

7.2 Resitting the whole year

If you are required to resit the whole year, you will be unable to begin your training until 2028. In this case the following options will apply:

a. **Defer your training.**

Speak to your employer about deferring your training. This means that the employer will hold your place for you until you are able to start in 2028. However, you should note that **the employer is under no obligation to hold a place open for you**, and **NHS England plays no role in contractual discussions and agreements with employers**. In Wales, you should contact Health Education and Improvement Wales for consideration of a deferral. If you are unable to defer your place, then the following will apply:

b. **Choose an unfilled place from the 2028 recruitment round**

You are only required to sit the NRS assessments once, so if you must resit your academic year you will not be required to resit the SJT and numeracy test unless you want to. However, your NRS scores cannot be 'carried over' into future recruitment rounds as the assessments are different every year. If you do not want to retake your NRS assessments, you will be offered a training place from those sites with unfilled places in the 2028 recruitment round. Although there are currently more training places available than applicants, **you will have to be flexible** with the training

opportunities available as **there may not be any vacancies** in organisations/locations that you wish to work in.

c. **Resit your NRS assessments and be allocated a place**

If you want to select a training place from all those available, then you must resit your NRS assessments so that you can be ranked alongside the new cohort of applicants. This option gives you the opportunity to preference from every place available in 2028, based on your new ranking. Remember, **this option is only available** if you register with Oriel and submit your application within the application window, and resit your NRS assessments.

IMPORTANT: Please note that this section applies only to students who are required to repeat their final year prior to commencing their foundation training programme in July/August 2027. This section is not applicable to 3rd year MPharm students.

8. Start dates for Foundation Pharmacy Training Programme

To support consistent inductions and appropriate allocation of staff, Employers will ensure you begin your training on a suitable date within the below windows:

- Summer window: 12 July 2027 to 2 August 2027
- Autumn window: 18 October 2027 to 8 November 2027

Please note that you cannot choose a specific date within the two windows, as your programme start date should align with the official start date of your training as advertised on Oriel. Unless explicitly confirmed by your employer, any change to your start date (within either window) will depend on successful discussions with them. However, note that any training commencing outside of the advertised windows will not be recognised.

9. Enquiries

Should you have any queries relating to the recruitment process for Foundation Pharmacy please submit a ticket via the [Enquiries and Support Portal](#).

Feedback

If you are dissatisfied with any aspect of the recruitment process or you wish to make a complaint, please contact the PNRO via the [Enquiries and Support Portal](#).

Raising a concern or making a complaint will not negatively affect the outcome of your application.

10. Useful Links

Organisation	Link
The General Pharmaceutical Council (GPhC)	https://www.pharmacyregulation.org/
Foundation Trainee Pharmacist National Recruitment Scheme website	https://london.wtepharmacy.nhs.uk/national-recruitment/
NHS England Enquiries and Support Portal	https://hee.freshdesk.com/support/home
British Pharmaceutical Students Association (BPSA)	https://www.bpsa.co.uk/
Royal Pharmaceutical Society (RPS)	https://www.rcpharm.org/
Visas and Immigration Advice	https://www.gov.uk/government/organisations/uk-visas-and-immigration
Pharmacist Support	https://www.pharmacistsupport.org

Appendix A: Applicant Terms of Participation

These Terms of Participation apply to all applicants to the Foundation Pharmacy National Recruitment Scheme (NRS) for posts in England and Wales, administered by NHS England via the Oriel recruitment platform. By submitting an application and participating in the recruitment process, applicants are deemed to have read, understood and agreed to comply with these terms, alongside the published Applicant Handbook.

Failure to adhere to these terms may adversely impact an applicant's eligibility to enter training.

Applicants are reminded that they must consistently demonstrate **the attitudes and behaviours expected of pharmacy professionals, as described in the [GPhC Standards for pharmacy professionals](#)**, throughout their training programme **to join the register and be fit to practise.**

1. Applicant Responsibility and Due Diligence

1.1 Applicants are responsible for familiarising themselves with the timelines, requirements, structure, and rules of the recruitment process, as set out in the Applicant Handbook and associated guidance published on Oriel and the NRS website (link [here](#)).

1.2 Applicants must undertake appropriate due diligence before preferencing programmes, including (but not limited to):

- Reviewing programme descriptions in full
- Researching training sectors, locations and employing organisations
- Assessing their ability to travel to all training sites within a chosen programme for the full duration of the programme

1.3 Failure to review programme information, the Applicant Handbook, or to assess travel feasibility will not be accepted as grounds for post-allocation changes or exceptional circumstances consideration.

2. Eligibility and Accuracy of Information

2.1 Applicants must meet all eligibility criteria published in the Applicant Handbook at the point of application.

2.2 Applicants are responsible for ensuring that all information submitted via Oriel is accurate, complete and truthful, including personal details, qualifications and contact information. The email address you provide must be one that you check on a regular basis and is valid until the end of the recruitment process, including outside of term time.

2.3 Personal details entered into Oriel must match official identification and School of Pharmacy records. Inconsistencies may result in delay or withdrawal of an offer.

2.4 Misrepresentation, omission or provision of false information, including any fitness to practise issues, may result in removal from the recruitment process or withdrawal of an offer.

3. Application Timelines and Monitoring of Communications

3.1 Applicants must submit applications, undertake assessments, preference and respond within the published recruitment timelines. Late submissions will not be accepted under any circumstances.

3.2 Applicants are responsible for monitoring Oriel and registered email accounts regularly, and at least every 48 hours during key recruitment phases, as detailed in the recruitment timeline [here](#).

3.3 Failure to respond to communications or actions within required timeframes may result in automatic withdrawal from the NRS.

4. Assessments

4.1 Applicants must complete all required assessments, including the Situational Judgement Test and Numeracy assessment, within the specified assessment window to remain eligible for offers.

4.2 Assessment scores from previous recruitment cycles are not carried forward. Applicants reapplying must complete all required assessments again.

5. Preferecing and the Use of the ‘Not Wanted’ and ‘No Preference’ List

5.1 Applicants must only preference programmes they are genuinely willing and able to accept.

5.2 Applicants must actively use the ‘Not Wanted’ list to exclude any programme they would not accept under any circumstances.

5.3 Applicants must include programmes on the ‘Not Wanted’ list even where they:

- Have approved special circumstances or reasonable adjustments
- Believe certain locations will be filtered out automatically
- Assume they will not be allocated to particular programmes

5.4 Programmes placed in the ‘No Preference’ list are considered acceptable and may be allocated.

5.5 Bulk preferencing tools and filters may be used to assist applicants, however, they do not remove the requirement to review individual programme details.

5.6 Applicants must not select programmes where a potential conflict of interest exists, such as a family member who owns the business or serves as the Designated Supervisor. Additionally, applicants should avoid programmes where they or their family members are patients at the training site(s).

5.7 It is the applicant’s responsibility to ensure that they preference enough programmes in order to receive an offer.

6. Special Circumstances and Reasonable Adjustments

6.1 Applicants granted special circumstances or reasonable adjustments remain responsible for:

Notifying NHS England about special circumstances or reasonable adjustments within the required timelines

- Reviewing all programme options
- Managing preferences appropriately, including use of the ‘Not Wanted’ list

- Notifying NHS England about special circumstances or reasonable adjustments within the required timelines

6.2 Approval of special circumstances or reasonable adjustments does not guarantee allocation to a specific location, employer or programme and does not remove the requirement to comply with these Terms of Participation.

7. Offers, Acceptance and Commitment

7.1 An offer made through Oriel constitutes a formal offer of employment and training, subject to clearing pre-employment checks and training sites remaining available.

7.2 Applicants must respond to offers within the specified offer window (i.e. 48 hours). Failure to respond will result in offer expiry, automatic withdrawal from the recruitment process and ineligibility for further offers in that cycle.

7.3 Applicants must only accept an offer if they fully intend and are able to take up the post.

7.4 Applicants must not accept a Foundation Pharmacy post if they:

- Have already secured and intend to take up a Foundation Pharmacy post with another Statutory Education Body
- Have already commenced Foundation training elsewhere or will have commenced training prior to the start date of the programme
- Do not intend to start the programme if allocated

7.5 Accepting an offer and subsequently withdrawing for avoidable reasons (including travel difficulties, preference dissatisfaction, or securing an alternative post) undermines the integrity of the recruitment process, may disadvantage other applicants and impact on NHS funding.

7.6 Accepting an offer confirms you intend to start Foundation training and confirms that you will engage with the employing organisation/Statutory Education Body leading up to the programme start date.

7.7 You must not contact your employer until they have been informed of the programme allocation in late December.

7.8 Where a post is subject to change for reasons outside the employer's control, NHS England will seek to manage this through the NRS. Applicants agree to engage constructively with revised offers made as a result.

7.9 Training is funded for a period of 52 weeks for trainees working full-time. Trainees are expected to complete their training within this period. Any further funding is subject to review by the Statutory Education Body and is not guaranteed

7.10 NHS England cannot guarantee that applicants will receive an offer through the NRS. The number of funded foundation pharmacy training places in England and Wales each year is set by an annual budget setting process, informed by workforce need data.

8. Upgrading, Transfers and Post-Allocation Changes

8.1 Upgrading and reallocation can only occur through the formal Oriel process, as described in the Applicant Handbook.

8.2 Applicants who opt in for upgrades must fully engage at each stage and rank preferences carefully. Once upgraded out of a programme, trainees cannot return to their original offer.

8.3 Applicants must not seek to obtain an alternative post outside the NRS by:

- Contacting individual regions, employers or training sites
- Requesting informal transfers, swaps or exceptions
- Submitting duplicate or multiple enquiries to different regions regarding the same issue

8.4 Attempts to circumvent the national process may be escalated for review under the NRS and reported back to your School of Pharmacy.

8.5 Successful applicants must proceed in line with the programme arrangements set by the employer. This includes, but is not limited to, rotation arrangements and prescribing learning environments. Changes can only be discussed and authorised with the express consent of the employer.

9. Communication and Enquiries

9.1 Applicants must consult the Applicant Handbook and published guidance before submitting enquiries.

9.2 Enquiries must be submitted via the appropriate National Recruitment Scheme or published national contact routes and must not be duplicated across multiple regions or organisations.

9.3 Queries that are clearly addressed in the Applicant Handbook may not receive an individual response.

10. Withdrawal from the Recruitment Process

10.1 Applicants who decide not to proceed with Foundation Pharmacy training must withdraw from the recruitment process as early as possible via Oriel.

10.2 Applicants who accept a post and later withdraw without exceptional justification may prevent other applicants from receiving an offer and disrupt workforce planning and will not be offered subsequent training opportunities in that recruitment round.

10.3 Late withdrawal may be recorded and considered in future national recruitment cycles decisions.

11. Start Dates and Requests for Late Commencement

11.1 Foundation Pharmacist training programmes have nationally agreed start windows. Applicants are expected to be available to commence training in the Summer window, on the published start date for the programme they accept.

11.2 Requests to commence training in a later start window will only be considered in exceptional circumstances that were not known at the time of application or offer acceptance.

11.3 Approval of start date change requests is at the discretion of the employing organisation.

11.4 The only circumstances in which a late start may be considered are:

- Failure of final university examinations requiring reassessment or resit
- Exceptional circumstances arising after offer acceptance that could not reasonably have been anticipated at the time.

11.5 Requests for a late start will not be considered for reasons of personal preference, e.g. holidays, weddings, or other planned events.

11.6 Applicants who believe they may require a late start due to exceptional circumstances must contact their employer at the earliest possible opportunity.

11.7 Failure to disclose or discuss potential late start issues promptly may result in withdrawal of the offer.

12. Previous Participation in Foundation Training

12.1 Applicants who have previously commenced Foundation Pharmacist training but did not complete the programme, must check their eligibility with NHS England before applying to, preferencing, or accepting a post through the NRS.

Such applicants must not preference or accept a Foundation Pharmacist post until eligibility to re-enter Foundation training has been formally confirmed by NHS England.

12.2 Applicants who apply, preference or accept a post without confirmation of eligibility following previous non-completion of Foundation training may have their application withdrawn or offer rescinded.

12.3 It is the applicant's responsibility to seek and obtain confirmation of eligibility prior to engaging with the recruitment process. Further details can be found in the Applicant Handbook sections "Reapplication by previous applicants" and "Eligibility to apply".

13. Professional Conduct and Fairness

13.1 Applicants must behave professionally, honestly and fairly throughout the recruitment process and during the entirety of the training year to join the register and be fit to practise. The GPhC standards for pharmacy professionals can be viewed [here](#)

13.2 Unprofessional conduct that undermines the fairness, transparency or integrity of the national recruitment process, may result in removal from the current recruitment round and referral for further review.

14. Acknowledgement

14.1 By participating in the Foundation Pharmacy NRS, applicants confirm that they:

- Have read and understood these Terms of Participation and the Applicant Handbook
- Agree to comply with all recruitment rules, processes and timelines
- Accept responsibility for their preferences, decisions and actions within the process

These Terms of Participation are intended to support a fair, transparent and efficient national recruitment process and to maximise opportunities for all applicants seeking Foundation Pharmacy training in England and Wales.

Appendix B: Foundation Training Person Specification (2027 entry)

	Essential Criteria	Desirable Criteria
Eligibility	Meets the requirements for Foundation Training set by the General Pharmaceutical Council at intended start date.	
Knowledge	<p>Demonstrates knowledge of the Foundation Training scheme set by the General Pharmaceutical Council.</p> <p>Applies clinical knowledge in the practising environment; draws all knowledge together and builds upon what have learnt to benefit the person receiving care.</p>	<p>Demonstrates knowledge of Pharmacy in Practice*.</p> <p>Demonstrates awareness of roles and functions of the wider pharmacy team.</p>
Experience		<p>Demonstrates experience of direct patient or public contact in a public facing role.</p> <p>Demonstrates prior pharmacy related experience outside of the pharmacy qualification.</p>
Professional Skills and Attributes	<p>Demonstrates person-centred care*.</p> <p>Demonstrates communication and consultation skills*.</p> <p>Demonstrates problem solving, clinical analysis and decision-making*.</p> <p>Demonstrates self-directed learning and motivation*.</p> <p>Demonstrates professional integrity and ethics*.</p>	<p>Demonstrates leadership**.</p> <p>Demonstrates an awareness of quality management and organisation*.</p> <p>Demonstrates resilience and adaptability*.</p>

	<p>Demonstrates an awareness of multi-professional working*.</p> <p>Effectively uses mathematical skills in pharmaceutical calculations in the context of person-centred care.</p>	
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Notes

Some of the criteria within this person specification are underpinned by behavioural indicators within the Foundation Training Professional Attributes Framework (PAF). Where this is the case, the criteria are marked with an asterisk*. The criterion marked with two asterisks** is underpinned by behavioural indicator 5.7 within the PAF. This person specification should be read in conjunction with the PAF to ensure the reader has an understanding of the full extent of the essential and desirable criteria included within it.

Appendix C: Job Description (2027 entry)

1. General Information

- Job Title: Trainee Pharmacist
- Location: Host training organisation approved for the Foundation training year by the General Pharmaceutical Council (GPhC*)
- Hours of work: Normal weekly working hours of host training organisation with flexibility to meet the needs of the service. Limits of weekly working hours are specified by the GPhC.
- Overseen by: GPhC designated supervisor at host training organisation
- Accountable to: Employing host training organisation

2. Job Purpose

- A fixed term contract to meet the requirements of the GPhC to register as a pharmacist

3. Main Duties and Responsibilities

- To complete a structured training programme approved by the GPhC*
- To provide delivery of patient care and pharmaceutical services under supervision
- To be aware of and work within procedures and policies of the host training organisation, accepted standards of practice, relevant legislation and regulatory requirements
- To be responsible for self-directed learning
- To demonstrate competence as specified by the GPhC
- To participate in education and training programmes and other activities to develop knowledge and skills as part of a commitment to continuing professional development
- To review progress regularly with the designated supervisor and undertake formal progress reviews as specified by the GPhC*, to identify development needs
- To undertake and support quality improvement processes
- To undertake mandatory training as deemed necessary by the host training organisation

- To practice in accordance with the professional standards set by the GPhC and Statutory Education Bodies (NHS England and Health Education and Improvement Wales)
- To participate in weekend, bank holiday and late duty work rotas as required
- To undertake any other duties commensurate with the post

4. Additional information

All employees are required to adhere to all relevant policies and procedures of the host training organisation, including but not restricted to:

Confidentiality and Data Protection

Post holders must maintain the confidentiality of information about patients, staff and other health service business and must not disclose any information without prior permission.

Equal Opportunities, Equality and Diversity

Post holders must always fulfil their responsibilities with regards to legislation relating to equal opportunities, equality, and diversity.

Health and Safety

Post holders have a responsibility to comply with health and safety policies and procedures to maintain a safe environment for all.

Infection Control

Post holders have a personal obligation to act to reduce healthcare-associated infections (HCAIs). Where required they must comply with all measures in place to reduce HCAIs.

Risk Management

Post holders have a responsibility to report risks such as clinical and non-clinical accidents and incidents promptly via the employer's incident reporting system.

Safeguarding children and vulnerable adults

Post holders have a responsibility for safeguarding children and vulnerable adults in the course of their daily duties and for ensuring that they are aware of the specific duties relating to this in their role.

*Please note that from 2025 NHS England and HEIW will be assuming delegated responsibility for some of these functions on behalf of the GPhC

Appendix D: Foundation Training Professional Attributes Framework (PAF)

The Professional Attributes Framework (PAF) was created in consultation with Pharmacy subject matter experts across all sectors of practice, to gather insight into the core attributes held by successful Foundation Trainee Pharmacists and the expectations of trainees in their roles.

Applicants are advised that Attributes marked with a “*” are assessed within the SJT.

1. Person-Centred Care*

- 1.1. Demonstrates empathy and seeks to view situation from the individuals’ perspective
- 1.2. Places the person who is receiving care first, in everything they do; considers each person and the care they receive in a holistic and inclusive way
- 1.3. Respects and is sensitive to a person’s current and longer-term expectations, needs and their wider social circumstances
- 1.4. Shows genuine interest in, and compassion for, the individual; makes them feel valued
- 1.5. Works in partnership with individuals, empowering and guiding every person to make informed and safe choices regarding their personal healthcare outcomes
- 1.6. Effectively manages the expectations of the person accessing care

2. Communication and Consultation Skills*

- 2.1. Adapts approach to communication for the audience and across a variety of contexts, including virtual, written and in-person interactions
- 2.2. Identifies and interprets non-verbal cues from others
- 2.3. Effectively uses non-verbal communication
- 2.4. Recognises potential barriers to communication, considering how to communicate when non-verbal communication is limited
- 2.5. Seeks confirmation of understanding when communicating, clarifying where necessary
- 2.6. Uses appropriate questioning techniques to elicit accurate and relevant information from individuals
- 2.7. Provides accurate and clear information and advice to people receiving care and colleagues
- 2.8. Instils confidence in others through communication style

- 2.9. Effectively builds rapport; considers the differences of doing this irrespective of the environment; asks open questions and facilitates a two-way dialogue
- 2.10. Breaks down complex information in a way that can be easily understood by others
- 2.11. Actively listens to others; is focussed and attentive to what they have to say
- 2.12. Exhibits suitable levels of confidence and assertiveness when communicating; able to influence appropriately
- 2.13. Ensures that they have the relevant information before communicating
- 2.14. Considers the individual needs of the person when communicating, being mindful of the impact of differing backgrounds and circumstances

3. Problem Solving, Clinical Analysis and Decision Making*

- 3.1. Applies knowledge in the practising environment; draws all knowledge and data available together to consider the most effective approach for improving health outcomes for each individual person receiving care
- 3.2. Demonstrates proactivity and persistence when seeking a solution, whilst also demonstrating awareness of when sufficient information has been obtained
- 3.3. Knows where to find and access evidence-based information, or seeks to find out when uncertain
- 3.4. Undertakes a holistic and evidence-based approach to problem solving and decision making
- 3.5. Weighs up pros and cons of multiple options when problem solving and making decisions
- 3.6. Identifies the most important and relevant pieces of information timely and effectively
- 3.7. Critically appraises information; applies a questioning approach and seeks to further understand and explore rather than taking things at face value, to support clinical decision making
- 3.8. Undertakes a logical and systematic approach to problem solving; working through an issue or problem to find a solution
- 3.9. Uses mathematical skills in pharmaceutical calculations and interprets the outcomes, in the context of person-centred care
- 3.10. Recognises, considers and manages the risks in decision making, including where there is uncertainty and ambiguity

4. Self-directed Learning and Motivation

- 4.1. Demonstrates curiosity, enthusiasm, commitment, a desire to learn and passion for the profession
- 4.2. Takes ownership for identifying own learning gaps and development needs; records progress and stays up to date
- 4.3. Seeks, and acts upon, advice, support and feedback to assist their own learning and development; develops and draws upon own support network across the team
- 4.4. Undertakes reflective practice; analyses and evaluates how they may have done something differently or what went well, understanding that learning is a continuous process
- 4.5. Demonstrates awareness and acknowledgement of own limitations and boundaries in relation to knowledge and competence
- 4.6. Demonstrates proactivity, initiative and willingness to take on opportunities and learn
- 4.7. Is driven to achieve the highest standards of care
- 4.8. Takes opportunities to be involved in research, audit and quality improvement activities, to support one's own and the wider team's learning, development and practice
- 4.9. Is motivated to ask questions and educate oneself to better understand individual needs and experiences of patients and colleagues from all backgrounds

5. Multi-Professional Collaboration and Leadership*

- 5.1. Understands, values and respects all roles (including their own) within the immediate and wider team, as well as team members' skill sets and knowledge
- 5.2. Willing and able to facilitate others' learning through sharing own knowledge/experience and/or supporting others when learning; takes a proactive role in sharing expertise around medicine
- 5.3. Builds and maintains meaningful and trusting relationships with team members and other health and social care professionals
- 5.4. Demonstrates an awareness of other team members' workloads and pressures and adapts their interactions accordingly
- 5.5. Works collaboratively; provides assistance, support, supervision and guidance to other members of the team for the benefit of the person receiving care
- 5.6. Provides constructive feedback for both individual development and continuous improvement

- 5.7. Motivates and leads others; acts as a role model and supports others in adversity or in managing challenging situations
- 5.8. Demonstrates willingness and ability to actively learn from others
- 5.9. Demonstrates an awareness of the context, environment and available resources within the team and makes use of these through appropriate delegation to achieve person-centred outcomes
- 5.10. Takes an active role in managing conflict within the team; employs appropriate strategies to support with conflict resolution

6. Quality Focussed and Personal Organisation

- 6.1. Is consistently accurate in their work and undertakes quality assurance processes, demonstrating attention to detail
- 6.2. Keeps accurate and comprehensive records (e.g., notes, labelling) for the purposes of ensuring safe and effective care
- 6.3. Good self-management; organises own time effectively to meet the required standards
- 6.4. Able to prioritise under time pressure; understands the importance of tasks and deadlines
- 6.5. Considers the best approach to take with their work to ensure the delivery of high-quality care
- 6.6. Uses information technology appropriately to effectively manage and organise work

7. Professional Integrity and Ethics*

- 7.1. Works within the law, ethical guidelines, and regulations, including confidentiality, consent, personal safety, and safeguarding
- 7.2. Takes responsibility for self and is accountable for ones' own decisions, actions, or lack of actions
- 7.3. Demonstrates honesty and trustworthiness
- 7.4. Is open and honest about the mistakes they have made or when things have gone wrong
- 7.5. Is reliable and dependable in carrying out work duties and responsibilities
- 7.6. Recognises and values equality and diversity, treating everyone with courtesy, dignity and respect
- 7.7. Is prepared to challenge poor practice or behaviours, or speak up when errors or oversights or misuse of medicines are observed

- 7.8. Understands own clinical competence and works within this; is prepared to challenge if asked to do something outside of this

8. **Personal Wellbeing**

- 8.1. Appropriately handles and reflects on difficult situations, setbacks or challenges
- 8.2. Understands own emotions during interactions with others; does not allow emotions to influence decisions
- 8.3. Recognises when and how to seek and access support from relevant people or services to promote personal wellbeing
- 8.4. Has an awareness of own personal wellbeing and what will impact this; understands what is within ones' own control

9. **Adaptability**

- 9.1. Responds well to long-term change, and is willing to initiate change where appropriate
- 9.2. Agile; able to adapt to sudden changes in roles, demands or environment
- 9.3. Remains calm, and is able to work effectively, in high pressured or emotionally challenging situations
- 9.4. Works autonomously within the remit of their role
- 9.5. Manages uncertain or ambiguous situations, continuing to progress with necessary tasks

10. **Commitment to the Pharmacy Profession**

- 10.1. Understands and actively participates in the broader pharmacy landscape, how it is evolving and its position and interaction with the wider healthcare context, including how this aligns with the environmental sustainability and the global citizenship agenda, and the progression of a person's journey through this
- 10.2. Takes responsibility for understanding the differences associated with delivery of care across all pharmaceutical settings; proactively develops skills to work across all areas
- 10.3. Demonstrates an awareness of the business and financial responsibilities within healthcare, understands the cost implications of a decision
- 10.4. Champions the pharmacy profession to others and articulates the value that pharmacists add as part of the wider healthcare team
- 10.5. Engages in broader population health issues and seeks to address health inequalities within the local community, considering the wider implications of this on pharmacy practice

Appendix E: Reasonable Adjustments (2027 entry)

Request for Adjustments – Guidance

Please note, your approval is only for the recruitment process. Any adjustments you would require for your training post must be made via the relevant question in the application form and will be considered by and arranged with your future employer. If you are applying to both the England/Wales vacancy and the Scotland vacancy, you will need to complete the reasonable adjustment section on both application forms.

Reasonable adjustments are the practical arrangements made to provide access to the SJT and remote interviews, to ensure that no applicant is at a disadvantage on the grounds of disability or health, without changing the demands of the assessment.

Under certain circumstances, applicants have the right to request adjustments to recruitment processes. The PNRO will consider these requests and accommodate where possible and reasonable.

You must apply for reasonable adjustments as part of the national application process also submitting any relevant supporting information by the closing date at 10:00 (GMT) on 3rd July 2026. It is important to note that the Reasonable Adjustments allowed for the SJT selection assessment may differ from those you obtain for university exams.

The PNRO is aware of the requirements of the Equality Act 2010 and will make reasonable adjustments to accommodate requests provided these are made known in advance. Any requests for reasonable adjustments (e.g. wheelchair access, extra time, nursing mothers) **must be submitted as part of your Oriel Application form**. Adjustments cannot be guaranteed if contact is made after the specified deadline and no adjustments can be made on the day of the assessments if it has not been approved.

Requests will be considered if you wish to request reasonable adjustments to a specific recruitment process because you:

1. Have a disability as defined by the Equality Act 2010; and/or
2. Have other extenuating circumstances

As part of your Oriel application form you will be asked to **select the relevant adjustment and upload the supporting evidence to support the request.**

To request the adjustment, you will need to answer Yes to the question “Do you have a disability which requires any specific arrangements / adjustments to enable you to attend a computer-based test, interview or assessment, or other selection process?” in the Personal Details section of the application form and select the adjustment(s) you require from the list of options along with uploading the supporting evidence.

If you have any queries regarding Reasonable Adjustments, please contact the recruitment team on

https://lasepgmdesupport.hee.nhs.uk/support/tickets/new?form_15=true

Please note the following regarding Reasonable Adjustments:

- Separate Rooms are limited across Pearson sites so this will only be required in circumstances that demand it for medical reasons (with evidence submitted). The test rooms at our vendor's sites are usually fairly small (on average 12 seats) so this should be acceptable for most who would otherwise request a separate room for privacy.
- ‘Close access to bathroom’ is not an accommodation. All seats in the test room are not far from the test room door, but if an applicant has a preference to sit as near as possible to the door then they can just request it at the test centre during the check-in and the Administrator will seat them accordingly
- ‘Bathroom breaks’ as a specific request is not an accommodation. If you are approved for reasonable adjustments the breaks are included in the extra time/Pause the Clock adjustments you have been allocated
- Coloured Screen Overlay may not be required as the exam provides 10 alternate screen colours via the ‘Colour Scheme’ function to aid applicants who have a specific preference – This is available for candidates to review in advance, in the [Numeracy and SJT Sample Paper](#), located on the Pearson's [website](#). If the 'Colour Scheme' functionality is not deemed suitable for a candidate's specific needs, the candidate can request to bring their own coloured overlay to use on the test centre's screen. This will need to be requested as part of your application form.
- You also do not need to request adjustments for anything included in the Pearson's [Comfort Aid List](#)

Supporting documentation – validity

You must provide valid documentation that confirms your disability and/or extenuating circumstances. In order to be valid, such documentation must be issued by a recognised authority and within an appropriate time frame.

For all disabilities bar learning disabilities, supporting documentation needs to be issued by a doctor on the GMC specialist register (this includes the GP register) in order to be considered valid.

The supporting documentation must:

1. Confirm your disability
2. Corroborate the rationale supplied for each adjustment requested

For applicants with neurodivergent conditions (including dyslexia, dyspraxia, etc) valid supporting documentation consists of a standard report from an educational psychologist or University Disabilities Unit / Enablement Centre confirming investigation and diagnosis of a specific learning disability. No other documentation will be accepted.

To be considered valid, the supporting documentation for all requests must feature:

- Letterhead/ branding
- Date of issue
- Full name of candidate
- Full name, title and qualification of signatory
- Signature of signatory

Please note that screenshots from university student accounts confirming approved adjustments will not be accepted. The PNRO can only accept the documentation listed above. Adjustments approved by universities may differ from those approved by the PNRO.

Submission deadline

The deadline for submitting requests and the supporting evidence is the closing date of the application window **3rd July 2026 10:00 GMT**.

Requests for adjustments submitted after this date will be considered **only if your circumstances have changed since the closing date of applications** and there is sufficient time available before your assessment to accommodate your request. Please contact us via the Applicant Support Portal to receive further guidance:

https://lasepgmdsupport.hee.nhs.uk/support/tickets/new?form_15=true

Appendix F: Special Circumstances Policy (2027 entry)

1. Special Circumstances

As part of the Foundation Training Recruitment Scheme, there is a formal process to manage applicants with special circumstances who require placement in a certain geographical area for their training.

The special circumstances process does not, however, give applicants the option to choose the pharmacy setting they wish to work within. Applicants who have special circumstances approved may be pre-allocated to placements within the required region.

You can only apply for special circumstances based on your **current situation**. You cannot apply based on events that have not yet occurred.

All applicants must adhere to the rules of the national application process. This means that if you apply or are approved for pre-allocation on the grounds of your special circumstances, you must still complete and submit a Foundation Training application form on Oriel. You must also sit the SJT and numeracy test. This score will be used for matching you to a specific programme.

Please note that this guidance applies only to **England and Wales**. If you are applying for a post in Scotland under special circumstances, please use their separate process.

1.1 Eligibility Requirements

If you satisfy one of the following criteria you will be eligible to apply for consideration of your special circumstances:

Criterion 1: you are the primary carer for someone who is disabled, as defined by the Equality Act 2010.

The Equality Act 2010 defines a disabled person as someone who has a physical or mental impairment, which has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities. For the purposes of the Act:

- Substantial means more than minor or trivial.
- Long-term means that the effect of the impairment has lasted or is likely to last for at least 12 months.
- Normal day-to-day activities include things like eating, washing, walking and going shopping.

- Some conditions, such as addictions to non-prescribed substances, are specifically excluded.
- People who have had a disability in the past that meet this definition are also covered by the scope of the Act.
- There are additional provisions relating to people with progressive conditions. People with HIV, cancer and multiple sclerosis are protected by the Act from the point of diagnosis. People with visual impairments are automatically deemed to be disabled.

Criterion 2: you have a medical condition or disability for which ongoing follow up for the condition in the specified location is an absolute requirement.

Criterion 3: you have parental responsibility for a child or children under the age of 18.

Multiple criteria: You may apply under more than one criterion if you meet the relevant requirements. In this instance, you should complete the combined Special Circumstances Application Form and submit supporting evidence that confirms your eligibility under at least one of the criteria applied for.

Joint applications will be permitted in the following circumstances:

- **Shared caring responsibilities** – where more than one applicant, in the same recruitment round share caring responsibilities for the same individual
- **Fertility treatment** – where both parties in a relationship are undergoing fertility treatment and they are applying in the same recruitment round.

Where submitting a joint application, only one application and one set of supporting evidence will need to be submitted, however, both parties must ensure that each applicant is named personally in the submitted evidence.

1.2 Assessing Eligibility and Supporting Evidence Required

If you fall into any of the above criteria, you should declare this on your Oriel application form as well as complete a separate application form found on the Oriel Resource Bank.

Your form must be printed and scanned, along with all the supporting evidence as a **single** document and emailed to england.pharmacyspecialcircs@nhs.net You must submit all the required evidence before the application window on Oriel closes (3rd July 2026 10:00am GMT).

Please note this is a secure email address and any evidence submitted will only be shared with staff who require access as part of the special circumstances process.

If your circumstances change after the closing date for applications, you cannot apply for special circumstances. If you develop special circumstances after the deadline, you should ensure that you **only rank preferences in geographical locations in which you are able to accept an offer.**

IMPORTANT: In order to apply for special circumstances, you must both declare this on your Oriel application form and also submit your evidence via england.pharmacyspecialcircs@nhs.net. Both must be submitted before the deadline of 3rd July 2026 10:00am GMT).

The information and evidence you must provide will vary depending upon the criterion you are applying under:

Criterion 1: Primary Carer

- Request for Special Circumstances form

AND

- Statement written on headed paper from a general practitioner or social services professional which is dated within the last 6 months and confirms your role as **primary** carer for this person, together with **confirmation of the disability**. Primary caring responsibilities where conditions are not classed as disabilities under the Equality Act 2010 **will not** be considered.

The statement must satisfy the following criteria:

- On letter headed paper
- From a general practitioner or social services professional
- Contains confirmation of your role as primary carer for this person
- Contains confirmation of the person's disability
- Contains the date of issue (within the last 6 months)
- States your full name
- States the full name, title and qualification of signatory
- Contains signature of signatory or the representative of recognised authority (if needed)

Examples of evidence:

Examples of acceptable evidence

...is registered with (xxxxxx) as a primary carer for her husband.

...is the designated primary carer for her mother.

...(xxxxxx) is her only carer.

... the only carer she has.

Examples of rejected evidence:

Mr (xxxxx) is a registered carer for his son.

Miss (xxxxx) provides substantial care for her mother.

... involved in supporting and caring for her sister.

... he and his mother are the main carers for his father.

... acts as a supporting.

AND

- Care plan on headed paper from a general practitioner or social services professional, dated within the last 6 months of the application date. Where an official care plan is not available, details of caring responsibilities and activities should be provided, attested by the general practitioner of the person who is being cared for or Educational Health and Care Plan (EHCP) for the child being cared for or, where this is unavailable, confirmation that an assessment has taken place and that the development of the EHCP is in progress. The care plan needs to be signed and demonstrate how you will combine the responsibilities of a Trainee Pharmacist and primary carer and ensures that you have fully considered local support and resources.

Examples of evidence:

Examples of acceptable evidence:

Council produced Education, Health and Care Plan

Description of care duties required e.g. cleaning, shopping, personal hygiene, administering medication. Provided on headed paper by a General Practitioner or Social Worker who has known you for at least 6 months

Description of care duties required e.g. cleaning, shopping, personal hygiene, administering medication. Written by the applicant but attested as accurate by a General Practitioner or Social Worker who has known you for at least 6 months. Signature and organisation stamp required to confirm authenticity

Examples of rejected evidence:

Care plan written by the applicant but caring duties not attested by General Practitioner or Social Worker.

AND

- Proof of current address e.g. driving licence, utility bill dated within the last three months of the application date.

It is expected that you and the person who you care for will remain at your current address(es), and the application for pre-allocation will be to programmes local to that address. If this is not the case, relevant evidence must be supplied as to why follow up arrangements could not continue as present and proof of the location you need to relocate to.

For you to meet this criterion, you must be the primary carer for this person, who would normally be your partner, sibling, or parent. If the person you are caring for is not your partner, sibling, or parent, you will have to explain clearly and present a strong case as to why and how you have the role of primary carer for this person. If you provide care for a person as part of a group of carers, e.g. a family, you are not eligible to apply under this criterion.

Alternative evidence

It has been recognised by the Special Circumstances Team special circumstances team that obtaining documentation from primary care services is becoming more challenging. Where possible, you should provide a written statement confirming your role as primary carer and a care plan. In light of increasing difficulty obtaining documentation to support primary carer status, a countersigned copy of the **Special Circumstances – Supporting Evidence for Primary Carer form 2026** will be considered as part of the special circumstances application in the event that you have not been able to obtain a care plan or written status confirming your role as a primary carer.

The Special Circumstances – Supporting Evidence for Primary Carer form 2026 must be completed in full and countersigned by a professional from the list below. The counter signatory must have a relevant professional relationship with the person you are the primary carer for.

Examples of recognised professions include:

- Chiropodist
- Dentist
- Nurse
- Optician
- Pharmacist
- Social worker
- Headteacher
- Doctor – (either General Practitioner or treating doctor)
- Allied Health Professional
- Midwife

Primary Carer where the person who is being cared for is your child

If you are a Primary Carer where the person who is being cared for is your child, in addition to the completion of the Special Circumstances – Supporting Evidence for Primary Carer form 2026 please also provide the following evidence.

- The full version of the birth certificate (detailing parent(s) name(s)) for the child who you are the primary carer for. This is to confirm that you are the parent of the child they have detailed. The birth certificate must also include the full name of the child. The short version of the birth certificate which contains only the child's details will not be accepted.
- For legal guardians, a copy of the legal document that confirms your status for the child named in the birth certificate. If you are a legal guardian, then you may submit the short version of the birth certificate.
- Letter of referral for further assessment from General Practitioner.

If you are caring for a child, you can also apply under Criterion 3.

Criterion 2: Medical condition/disability

- Special Circumstances form

AND

- Statement written on headed paper by the current medical specialist treating your condition, or an Occupational Health physician, which is dated within the last 6 months, and confirms your diagnosis and requirements.

The statement must satisfy the following criteria:

- On letter headed paper
- From the current medical specialist treating your condition, or an Occupational Health physician
- Contains the current medical condition or disability
- Contains the nature and frequency of the ongoing treatment
- Contains reasons why the follow up treatment cannot be elsewhere in the UK
- Details the impact on the applicant of transferring care elsewhere
- Contains the date of issue (within the last 6 months)
- States your full name
- States the full name, title and qualification of signatory
- Contains signature of signatory or the representative of recognised authority (if needed)

AND

- Proof of current address e.g. driving licence, utility bill dated within the last three months of the application date.

As you already have this medical condition, it is expected that you will remain at your current address, and application for pre-allocation will be to a programme local to that address.

If the request for pre-allocation is not local to your current address, relevant evidence must be supplied as to why follow up arrangements could not continue as present.

Criterion 3: Parental Responsibility

- Special Circumstances form

AND

- The full version of the birth certificate (detailing parent(s) name(s)) for each child. This is to confirm that the applicant is the parent of the child(ren) they have detailed. The birth certificate must also include the full name of the child. The short version of the birth certificate which contains only the child's details will not be accepted.

AND

- For legal guardians, a copy of the legal document that confirms your status for the child named in the birth certificate. If you are a legal guardian, then you may submit the short version of the birth certificate.

AND

- A statement written on headed paper from someone who has had a professional relationship with you and the child(ren), which is dated within the last 6 months and confirms that you have significant caring responsibility for the child(ren).

The statement must satisfy the following criteria:

- On letter headed paper from a recognised organisation.
- From someone over the age of 18 who has had a direct professional working relationship with your child(ren) for at least 6 months, for example a midwife, family GP/doctor, family dentist, headteacher, social worker, nursery manager etc.

- Contains the date of issue (within the last 6 months)
- States your full name
- States the full name, title and qualification of signatory
- Contains signature of signatory or the representative of recognised authority (if needed)
- The signatory must not be related to the applicant by marriage or birth
- The signatory must not be in a personal relationship with the applicant
- The signatory must not live at the same address as the applicant.

AND

- Proof of current address, e.g. driving licence, utility bill dated within the last three months or council tax bill dated within the last twelve months of the application date.

Please note: This criterion is based on childcare. Pregnancy is not part of this criterion. An applicant whose sole circumstance is that she (or a partner) is currently pregnant will not be regarded as eligible.

It is expected that you and your child(ren) will remain at your current address and application for pre-allocation will be to programmes local to that address. If the request for pre-allocation is not local to your current address, relevant evidence must be supplied as to why caring arrangements could not continue as present.

If you and the child(ren) do not normally reside together, this should be referred to on the application form, and information supplied as to why the caring responsibilities remain equally significant.

Joint applications

A joint application is required when two applicants, applying for Pharmacy Training Programmes in the same recruitment round, wish to be considered for special circumstances together as their special circumstances and corresponding evidence is the same.

Reasons for joint applications:

Criteria 1: Primary carer - Both applicants are joint primary carers of someone with a disability (as defined by the Equality Act 2010).

Criteria 2: Medical condition – fertility treatment – Both applicants are undergoing fertility treatment together, where ongoing follow up in the specified location is an absolute requirement.

Criteria 3: Parental responsibility – Both applicants have joint parental responsibility for the same child(ren).

Joint applications should contain two application forms, one for each applicant, along with all supporting evidence as listed about under the appropriate criteria.

For **all** criteria you must also provide information on where the required location is and an acceptable travelling distance. If the required location is not the same as your current address (for example, you need a Foundation Training programme close to family as they will provide childcare) please explain why you need to be placed in a different area and provide proof of the address you need to be placed within a reasonable distance of (e.g. utility bill or bank statement dated within the last three months.)

Your documents and evidence should be printed and scanned, along with all the supporting evidence as a **single** document and emailed to england.pharmacyspecialcircs@nhs.net. A national multi-professional panel will be convened to assess your eligibility against the above criteria and review the evidence you have submitted. You will be informed of the decision by email within two working days of the panel. If your application for special circumstances is declined, you will be permitted to appeal the decision. Appeals should be submitted within five working days and will only be considered where additional, new evidence is submitted, or you feel that due process was not adhered to.

Where new evidence is not presented, you will be informed within five working days that your appeal will not be heard.

New evidence should be forwarded via email to england.pharmacyspecialcircs@nhs.net and will be reviewed by the national appeal panel. The decision of the appeals panel will be final.

The outcomes of appeals will be communicated to you within five working days. The decision of the appeal panel is final.

1.3 Templates

Please [click here](#) to be re-directed to the templates

1.4 Timescales

All eligibility and appeal panels will be organised to ensure that there is no delay in release of offers. Please note that the panels may vary depending on which criterion you have applied under.

1.5 Preferencing for Eligible Applicants

If your request for special circumstances is approved, you must only preference (i.e. place in the 'Preference' or 'No Preference' columns on Oriel) programmes **within the approved geographical area**.

You must preference all available posts, regardless of employer type, within that geographical area that you are able to take up.

Any programmes that are not suitable should be added to the 'Not Wanted' column on Oriel.

Where demand for places is high, there is a risk that you will not be allocated a place in your chosen geography or sector if you restrict your selection to only a few of the places available

IMPORTANT: Being approved for special circumstances does not guarantee you a programme in one sector (either hospital, community pharmacy, general practice or other). You are expected to preference, and may be offered, posts in any sector that fall within your required geographical area.

1.6 Allocation of Eligible Applicants

Applicants who have been approved as having a special circumstance will be pre-allocated into the geographical area of their choice, subject to the following criteria being met:

- Applicant is deemed appointable at assessment
- Applicant scores highly enough to be made an offer of a programme on the first day that offers are released.

If both of these conditions are met the applicant will be pre allocated into their preferred geographical area before the main offers algorithm is run. If you do not score highly enough to be made an offer of a programme on the first day that offers are released then the PNRO cannot guarantee that you will be pre-allocated into your required area.

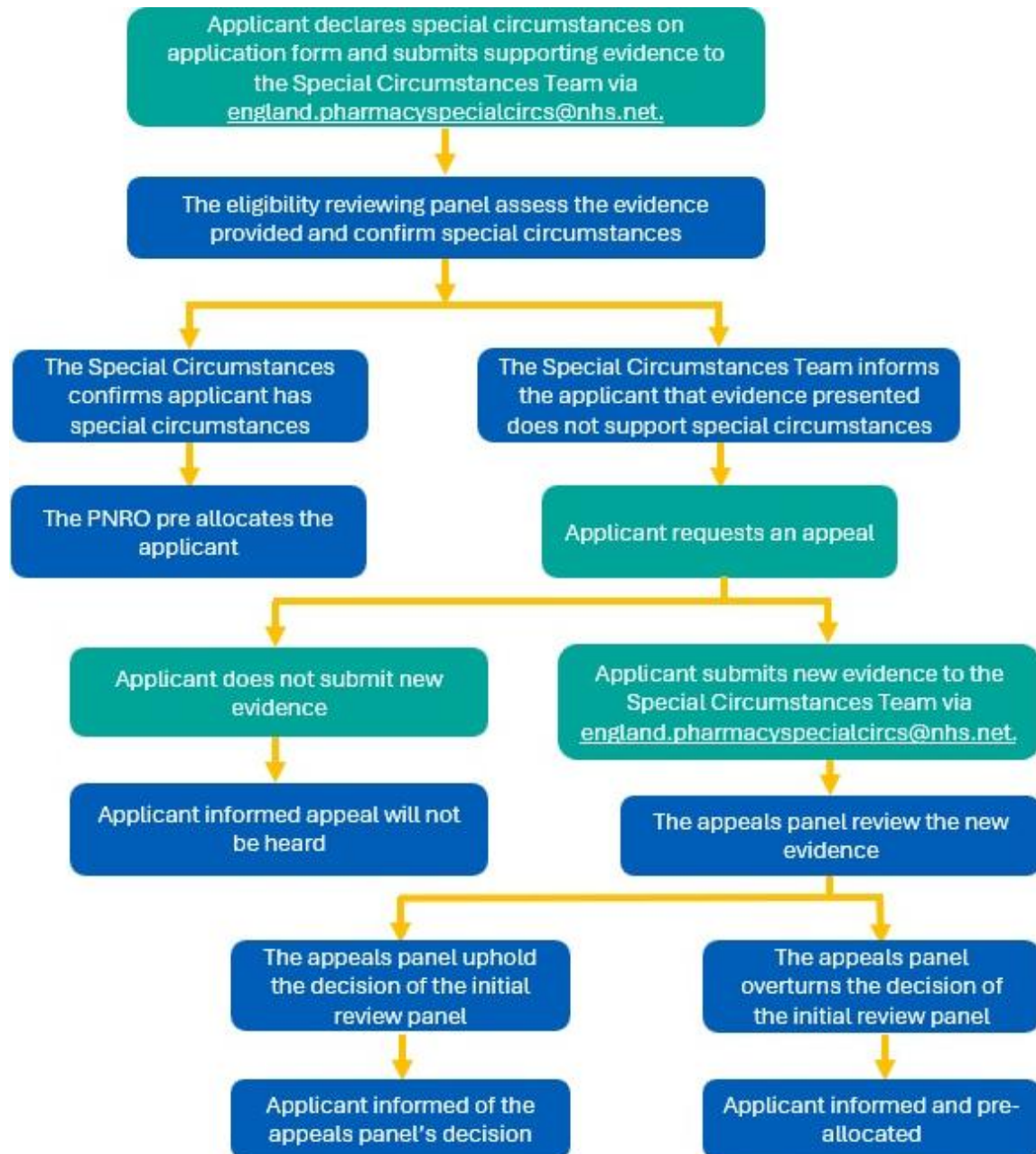
Applicants are not guaranteed their highest preferenced programme within the preferred region. Special circumstances applicants will be offered the highest ranked place within the agreed geographical area (normally regional level) that they would have been offered, had the normal offers process run. If you would not have been offered a post in the preferred regions by right, you will be pre-allocated one of your ranked programmes within that region.

Where applicants with special circumstances do not rank highly enough to be offered a place in the first round of offers, they will be placed on a reserve list, pending more programmes becoming available or offers being declined. There is no guarantee of matching special circumstances applicants to preferred locations after the first round of offers has been completed. An applicant without special circumstances who has accepted a place in the preferred location of an applicant with special circumstances will not be displaced to allow allocation of the applicant with special circumstances.

When choosing a programme, applicants must ensure that they meet the eligibility for those places. This includes applicants who are currently on, or will require, a Skilled Worker visa. If you require a Skilled Worker visa and have approved special circumstances, then you can only take up posts where the employer has a licence to sponsor a Skilled Worker visa.

1.7 Special Circumstances Process

The following flow chart summarises the special circumstances process, assuming that the applicant meets the minimum threshold to be found appointable at assessment:



1.8 Declaration of Special Circumstances after deadlines

It is recognised that personal circumstances can change throughout the recruitment process, however, special circumstances can only be considered within the timeframes listed above.

Where applicants have a change in personal circumstances outside of the stated window, which would fall under the special circumstances criteria, they should be advised to contact their SoP and employer (if already allocated a post on Oriel) to discuss what options are available.

If you have any queries regarding the special circumstances process, you can contact the PNRO via england.pharmacyspecialcircs@nhs.net.

Appendix G: Regions and Sectors

Regional Lead	Region	Sector
Midlands	East Midlands	Derbyshire, Leicester, Leicestershire and Rutland (Pharmacy), Lincolnshire, Northamptonshire
	West Midlands	Coventry and Warwickshire (Pharmacy), Herefordshire and Worcestershire (Pharmacy), Shropshire and Telford and Wrekin (Pharmacy), Staffordshire and Stoke-On-Trent (Pharmacy), Black Country (Pharmacy), Birmingham and Solihull (Pharmacy)
East of England	East of England	Bedfordshire, Cambridgeshire, Essex (Pharmacy), Hertfordshire, Norfolk, Suffolk
North East and Yorkshire	Yorkshire and the Humber	Humber Coast and Vale (Pharmacy), South Yorkshire (Pharmacy), West Yorkshire (Pharmacy), North Yorkshire (Pharmacy), Northern Lincolnshire (Pharmacy)
	North East	Cleveland, County Durham, North Cumbria, Northumberland, Tyne and Wear
North West	North West	Cheshire, Greater Manchester (Pharmacy), Lancashire (Pharmacy), Merseyside (Pharmacy), South Cumbria (Pharmacy)
South West	South West	Bristol, North Somerset, and South Gloucestershire (Pharmacy), Cornwall (Pharmacy), Devon, Gloucestershire, Somerset (Pharmacy), Dorset, Bath, Swindon and Wiltshire (Pharmacy)
South East	Thames Valley	Berkshire, Buckinghamshire and Oxfordshire
	Wessex	Hampshire and Isle of Wight
	Kent, Surrey and Sussex	Kent, Surrey, Sussex, Frimley (Pharmacy)
London	London	North East London, North Central London, North West London, South East London South West London.
Wales	Wales	Anglesey, Conwy, Denbighshire, Flintshire, Gwynedd, Wrexham
		Powys
		Carmarthenshire, Ceredigion, Pembrokeshire
		Bridgend, Neath Port Talbot, Swansea
		Blaenau Gwent, Caerphilly, Monmouthshire, Newport, Torfaen
		Cardiff, Vale of Glamorgan
Merthyr Tydfil, Rhondda Cynon Taff		