

From: Regional Pharmacy team

To: New Community Employers

Subject: Oriel – National Foundation Trainee Pharmacist Recruitment Scheme 2022 - Invitation to Participate

Participating in National Foundation Trainee Pharmacist Recruitment 2022 (2023 intake) via Oriel

Dear Colleague

We hope you are well during these challenging times.

We are writing to invite you to participate in the 2022 National Foundation Trainee Pharmacist Recruitment Scheme to recruit into your Foundation Training programme(s) for the 2023-24 training year.

A national recruitment and selection scheme for foundation trainee pharmacist programmes, utilising the Oriel IT platform, was adopted by Health Education England in 2017 and since then it has been used for foundation trainee pharmacist recruitment. Oriel has been used for the recruitment of dentists, doctors and healthcare scientists for many years and for pharmacy recruitment for the last 5 years.

Applicants to the scheme are required to complete one application form for foundation training and to preference foundation training programmes they wish to be considered for, as part of the recruitment process. The Oriel IT platform allows all training sites to equally advertise the unique qualities of their training programme(s) to attract applicants to preference them as part of their application.

As there are more training places available nationally than there are potential trainees to fill them, it is very important that employers take the opportunity to provide accurate and comprehensive information in their programme description (please note there is a character limit) for each programme they wish to include in the scheme, to guide applicants with their preferencing choices on Oriel.

Employer Guidance

Participating in the National Recruitment Scheme does not guarantee that your programme(s) will fill, as there are currently more training places available than potential trainees to fill them. You can update your knowledge of the scheme by reading the [Employer Handbook](#), which contains step-by-step guidance on completing your employer programme submission form(s), a recruitment timeline and regional contact support details.

We have developed a short video to support employers with registering to participate in the National Recruitment Scheme, this is available to watch from the [Employer Registration page](#).

You may find it helpful to see information submitted by employers in 2021 by viewing the 'Pharmacy Employers and Programme Information from 2021' document available on the [Employer Information page of our website](#). Please note that some of this information uses terminology which has now changed following GPhC reforms to the initial education and training of pharmacists in 2021.

Signing up to the Scheme

We strongly advise you to read the [Employer Handbook](#) before deciding whether to be part of the scheme.

You also need to read the terms of participation of the recruitment scheme as you will be asked to sign up to the Health Education England [Terms of Participation](#) and the [Health Education England's Quality Framework](#) as part of the registration process.

If you wish to be part of 2022 national recruitment for the 2023-24 training year, you will need to complete an online registration form for each programme you wish to include in the scheme and provide employer programme information (see below website link).

To make your employer programme submission please access the online form via the following link:

<https://www.lasepharmacy.hee.nhs.uk/national-recruitment/employer-registration>

Please note the form contains progressive filtering, so we advise you to take your time to ensure you select the correct options particularly regarding your locality. You may also want to consider writing your programme description (950 characters including spaces) in Word before completing the form, as the form cannot be saved during completion.

Before submitting your employer programme submission form(s) we strongly advise you to read the guidance, paying particular attention to our advice on writing your programme description(s), as this is your main opportunity to promote your programme(s) to potential trainees.

Once you have submitted your form, you will receive an email from **noreply@holograph.digital** with a copy of your submission, please check your junk mail folder if you can't see this email.

If you will be submitting multiple forms for multiple programmes (one form completion per programme) it is advisable to keep a track of which ones you have submitted and ensure you do not submit a programme which you do not plan to recruit to.

Submission Deadline

The deadline to submit your form(s) is **11.59pm on 1st March 2022**. Please note late submissions will not be accepted.

For all further information please refer to the [Employer Handbook](#).

A Message from the General Pharmaceutical Council (GPhC)

The GPhC has asked us to convey the following information to all employers:

Please remember that even if your organisation has already been approved for training by the GPhC before, you will need to submit a training application form and updated training plan to the GPhC before 1st April 2022 for your 2022-23 training placement.

Your training plans must be mapped to the [interim learning outcomes](#) for the foundation programme. If you have a training plan from a previous year, you must now update it and you can map it to the interim learning outcomes using the GPhC mapping tool. For further information visit the [GPhC website](#).

Kind regards,
Sue

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