**NES National Foundation Training Year Recruitment Scheme**

**Training Provider Terms of Participation**

1. **Funding and Recruitment Polices**
	1. All foundation training year pharmacist training posts in Scotland must recruit via the national process administered by NES. No posts are available outside of this process.
	2. Training providers choosing to submit a training provider preference list must agree to the NES FTY selection principles for compiling a Training Provider preference list as per NES FTY Training Provider Handbook.
	3. Training providers will accept that the NES FTY Recruitment matching process incorporates the following:
		* Applicants will be offered programmes based on their preference, rank following the selection process, and inclusion on a training provider preference list where this exists
		* Applicants will be offered programmes based on their preference and rank following the selection process only, where training providers do not submit a preference list
	4. Training providers will accept the applicants matched to them using the matching process following assessment and ranking, subject to standard pre-employment checks. All applicants will be recruited in accordance with the nationally agreed person specification and Professional Attributes Framework. This includes:
		* Applicants who require less than full time working. The GPhC defines less than full time working as at least 17.5 hours per week worked over at least three days a week
		* Applicants requiring completion of training according to the GPhC interim Learning Outcomes (for example OSPAP students)
	5. All FTY training posts must be of 52 weeks duration (for full time working)
	6. Training providers will be responsible for undertaking pre-employment checks (as per NHS Scotland PIN Guidelines) and for issuing appropriate contracts of employment and are expected to contact trainee pharmacists as soon as reasonably possible after matching outcomes have been communicated by NES Pharmacy Recruitment and by no later than February 2026.
	7. Training providers will be responsible for identifying the specific individual training site location within their organisation for each matched FTY trainee pharmacist after matching outcomes have been communicated by NES Pharmacy Recruitment. They will be responsible for communicating this to the trainee pharmacist and to NES.
	8. Training providers agree to the terms and conditions included in the FTY Educational Agreement/Service Level Agreement for the appropriate FTY training year. This includes the core terms and conditions which are applicable to the FTY trainee pharmacists’ contract of employment. The current version is available to view on the NES TPI site and updates will be sent to training providers for each training year
	9. Training providers will be responsible for verifying trainee pharmacists right to work status and providing visa sponsorship as necessary.
	10. Training providers will agree to ensure all trainee pharmacists start training within the two specified cohort start dates specified below:

**July Cohort – Monday 27th July to Friday 31st July 2026**

**November Cohort – Monday 2nd November to Friday 6th November 2026**

*(November cohort start dates are only to be used for those who are awaiting their MPharm/OSPAP awards and in exceptional circumstances)*

*These dates are based on anticipated GPhC deadlines – may be subject to slight changes when these are confirmed.*

1.11. Training providers commit to supporting required extensions to training time in discussion with NES.

1. **Regulatory Requirements**
	1. Training providers must engage with the NES Pharmacy Initial Education and Training training site approval process to be registered with the GPhC as an approved FTY site for the 2026-27 training year. This includes having a training plan that delivers the GPhC learning outcomes for the FTY.
	2. Training providers confirm that, in accordance with the GPhC requirements for FTY training [Standards for the initial education and training of pharmacists January 2021 final v1.4.pdf](https://assets.pharmacyregulation.org/files/2024-01/Standards%20for%20the%20initial%20education%20and%20training%20of%20pharmacists%20January%202021%20final%20v1.4.pdf) each FTY trainee pharmacist will have access at commencement of the training year to:

• An FTY training plan which includes 90 Hours of period of learning in practice (PLP) time

• A Designated Supervisor (or joint arrangement) who meets the NES requirements for the duration of training

• A named Designated Prescribing Practitioner (contracted by the employer if outwith their organisation) who meets the NES requirements for the duration of training

 ([DS/DPP criteria document](https://nes-tpi.azurewebsites.net/Content/NES%20FTY%20Programme%202025%20DS%20and%20DPP%20criteria.pdf))

The DS may also be the DPP if appropriately qualified.

1. **Training Provider Post Information**
	1. Training providers will provide, and be responsible for:
		* Detailed programme information being made available in the Training Provider Information Statement (TPIS)
		* Checking to ensure the final entry is accurate
		* Clearly advertising any employer specific terms and conditions related to employment

for this job role

* 1. Unless in exceptional circumstances, training providers will not withdraw posts from the scheme once advertised. Typically, programmes are advertised in June in the year prior to the trainee pharmacist commencing.
	2. Some posts require trainee pharmacists to work across multiple practice settings and with multiple training providers. In these situations, one lead training provider needs to be identified and communicated to NES. It is the responsibility of the lead training provider to work with and share information with other training providers on the same programme. This information will include, but is not restricted to, trainee pharmacist details, programme details and communications about the national recruitment scheme.
	3. The lead training provider must ensure that all other employers within the programme have read and agree to the terms of participation.
	4. For posts including multi-sector rotations all training sites must be within a reasonable and accessible geographic distance from the base site.
1. **Training Provider Information and Communications**
	1. Training providers agree to the Oriel Privacy policy [Oriel - Home](https://www.oriel.nhs.uk/Web) (available at the foot of the Oriel website) and the NES privacy policy [Privacy | NHS Education for Scotland](https://www.nes.scot.nhs.uk/legal-and-site-information/privacy/)
	2. Training providers agree to receive and act upon communications relating to the national FTY recruitment process.
	3. Training providers agree to receive communications regarding any subsequent activity related to the NES Foundation Training Year programme.
2. **Managing and Maintaining Quality**
	1. Training providers must engage with the NES FTY Quality Management Guide.
	2. Training providers agree to use the NES FTY Fitness to Practise process for FtP issues which arise in relation to trainee pharmacists during FTY
	3. Training providers must use the NES FTY Curriculum and Assessment Strategy.
	4. Training providers must use the NES Turas Training Portfolio.
	5. Training providers must

undertake Protecting Vulnerable Groups (PVG) scheme checks for all trainee pharmacists.

* 1. Training providers must ensure that all trainee pharmacists complete Equality and Diversity, Safeguarding Vulnerable Adults and Children and Information Governance training appropriate to the role being undertaken.
	2. Training providers will support trainee pharmacists to complete any requested NES FTY feedback questionnaires to ensure ongoing feedback on the training programme.
	3. All Designated Supervisors and Designated Prescribing Practitioners must comply with the requirements for training within the NES FTY Supervisor Support Guide.
	4. All trainee pharmacists must be provided with the required protected learning time on a weekly basis and attend all NES FTY core programme events.