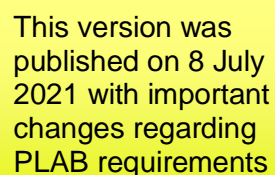




Eligibility Applicant Guidance 2022



**UK
Foundation
Programme
(UKFP 2022)**



This version was published on 8 July 2021 with important changes regarding PLAB requirements



**July 2021
(Version 3)**

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Please be advised that this guidance is subject to change in light of external dependencies and in particular, in regard to the current public health pandemic. The UKFPO will provide updates as necessary on the UKFPO website on the Eligibility page. Please ensure that you are checking the UKFPO website on a regular basis so you do not miss any updates.

ELIGIBILITY APPLICANTS WHO ARE DEEMED ELIGIBLE AT THE END OF THE APPLICATION PROCESS FOR ELIGIBILITY MUST SUBMIT A FOUNDATION PROGRAMME NATIONAL APPLICATION. THE WINDOW FOR THIS WILL OPEN ON 8TH SEPTEMBER 2021.

Introduction

This document is for applicants to the UK Foundation Programme 2022 (UKFP 2022) who: -

1. are studying at or have graduated from a non-UK medical school, or
2. have graduated from a UK medical school on or prior to 3rd August 2020, or
3. are non-UK/settled nationals studying for a UK medical degree at a campus outside of the UK, for example, University of Nicosia, Cyprus (St. George's University London), or Newcastle University Medicine Malaysia.

Applicants in any of these three groups need to submit an eligibility application **BEFORE** the main application round in September 2021 to have their eligibility to apply confirmed. You must complete an eligibility application in July 2021. If you are considered eligible, you must also apply to FP in September 2021. You will also have the option to apply for specialised (previously known as 'academic') and priority programmes.

UK medical school students who are due to graduate in 2021 and 2022 do not need to apply for eligibility through this process. Your medical school will be able to nominate you.

Please note that the date of qualification to be provided on the Dean's Statement as confirmation of criterion 1 is the date of qualification, i.e., when the applicant completed and passed their degree, rather than the date of graduation, i.e., when the applicant graduated and received their certificate.

What is an eligibility application?

An eligibility application consists of an online application form and supporting documentation. The eligibility application form is completed on Oriel, which is the national online application system for medical training in the UK. Some supporting evidence can be uploaded as part of the online application.

The eligibility application window will open at 09:00 (BST) on **Wednesday 14th July 2021**. The application window will close at **12:00 (BST) on Wednesday 4th August 2021**. Late applications will not be considered under any circumstances.

This guide focuses on making an eligibility application. Applicants to the UK Foundation Programme also need to read the UKFP Applicants' Handbook 2022 for further information about applying to the Foundation Programme. The eligibility process is a pre-application process. If you are deemed eligible to apply to the Foundation Programme, you must then

complete a separate Foundation Programme application form to enter the FP recruitment process.

Please note that during the eligibility application window, all communication should be submitted in writing through helpdesk@foundationprogramme.nhs.uk. Applicants will not be able to contact the team by telephone. The UKFPO will **not** be able to provide a pre-checking service and will not review the content or supporting evidence provided as part of your application prior to submission. The UKFPO are not able to advise on specific Visa queries. Applicants are advised to consult the UK Home Office.

Applicants who have postgraduate experience of working in a clinical setting are advised to liaise with the General Medical Council (GMC) about their registration status. If you have undertaken a 12-month internship, you may be eligible for full registration with the GMC, making you ineligible to apply for the two-year foundation programme. It is recommended for applicants to use the GMC's online applicant registration tool, which can be accessed via: - <https://www.gmc-uk.org/registration-and-licensing/join-the-register/registration-applications/application-registration>.

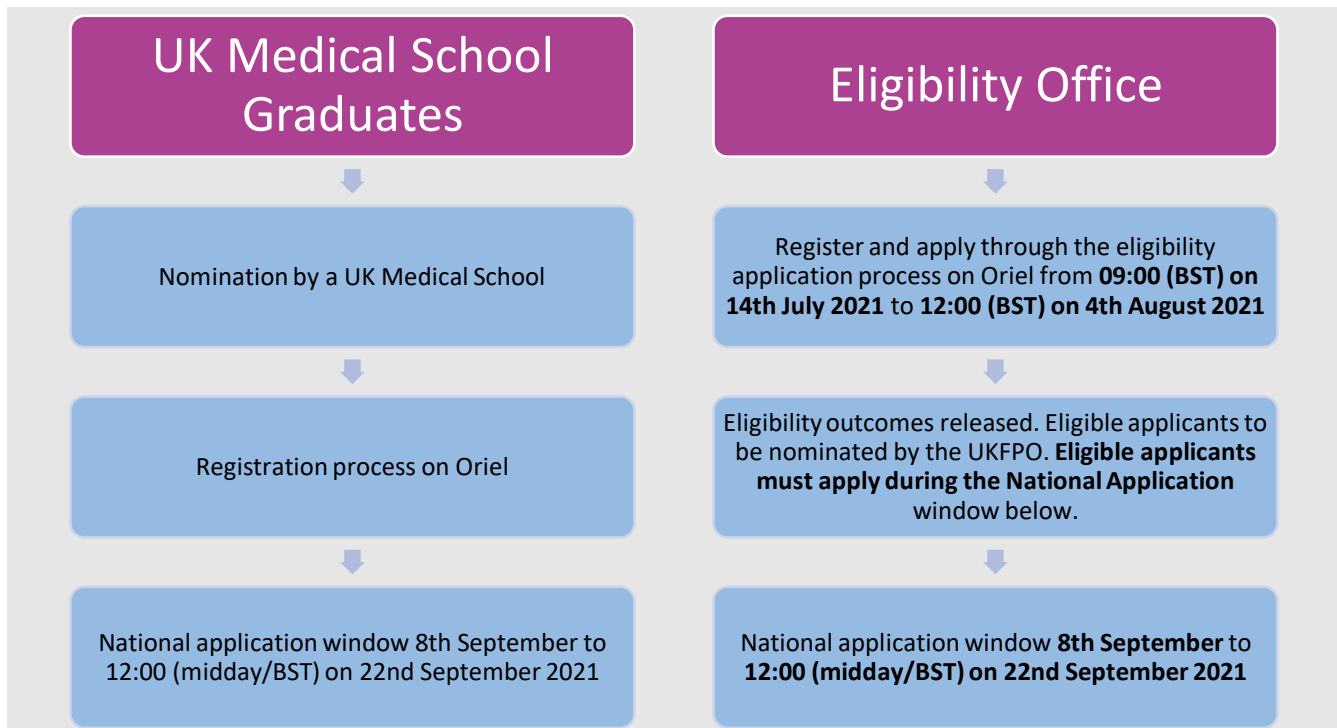
Timeline / Deadlines

Date(s)	Activity
14 th July 2021 09:00 BST	Eligibility application window opens on Oriel .
4th August 2021 (12:00 BST)	Deadline for eligibility applications. Late applications will not be considered under any circumstances.
16 th August 2021	Eligibility status confirmed to applicants. Applicants who need to undergo the UKFPO's national clinical assessment will be given information about payment details.
16 th – 23 rd August 2021 (12:00 BST)	Stage 1 of the appeals process for applicants to correct errors from their initial eligibility application.
19 th August 2021	Deadline for reasonable adjustment requests for the clinical assessment (where applicable).
26 th August 2021	Stage 1 eligibility outcomes appeals panel.
31 st August 2021	Stage 1 eligibility appeal outcomes released to applicants.
31 st August 2021	Applicants must have already requested/booked PLAB 1 seat.
31 st August 2021	Deadline for applicants to have booked PLAB 1 and send proof of booking to UKFPO.
31 st August – 3 rd September 2021 (12:00 BST)	Stage 2 eligibility outcome appeals submission window for applicants to appeal the outcome of their eligibility application on account of process.
3 rd September 2021	Deadline for reasonable adjustment requests for the clinical assessment (where applicable). Deadline to pay the full clinical assessment fee.
7 th September 2021	Stage 2 eligibility appeals panel.
By 8 th September 2021	Outcomes from the second stage of appeals released.
Wednesday 8th September – Wednesday 22nd September 2021 at 12:00/midday BST	National applications: applicants who are eligible for UKFP 2022 must complete the online FP application.
10 th September 2021	Deadline for second stage appellants to pay the full clinical assessment fee.

Date(s)	Activity
20 th September 2021	Applicants who are required to undertake the clinical assessment will be sent details of the date and time for their assessment.
22 nd September 2021 at 12:00/midday BST	Deadline for the submission of applications for pre-allocation. This form is included in the main FP application. Deadline for reasonable adjustment requests for SJT.
29 th September – 3 rd October 2021	Applicants with approved reasonable adjustments to book their SJT slot. Booking opens at 00:00 CST, which is 06:00 BST.
4 th – 7 th October 2021 at 12:00 noon/BST	Situational Judgement Test (SJT) online booking window will open via http://www.pearsonvue.com/UKFP . Applicants will be invited to select and date, time and location to sit their test, including the option to sit the test remotely. Test slots will be available on a first come first served basis.
4 th November 2021	Latest examination date for PLAB 1.
27 th – 29 th October and 1 st – 2 nd November 2021	National clinical assessment will be held on these dates. Each applicant will only need to attend on one date, which will be specified.
15 th November 2021	Clinical assessment outcomes will be issued to applicants.
22 nd November 2021	Detailed feedback on the clinical assessment will be issued to applicants
22 nd – 29 th November 2021	Window to appeal clinical assessment outcome
6 th December 2021	Outcome of clinical assessment appeals issued to applicants
6 th – 18 th December 2021	1 st SJT Testing Window.
17 th – 22 nd January 2022	2 nd SJT Testing Window.
5 th April 2022	Deadline for applicants to have booked PLAB 2 and send proof of booking to UKFPO.
31 st May 2022	Latest PLAB 2 sitting date to obtain provisional registration with the GMC.
7 th July 2022	Latest date to submit application for registration with GMC

Please note that all times published are UK local time. The UKFPO will endeavour to release outcomes/communicate with applicants as early as feasible on each stated date.

Do I need to submit an eligibility application?



You **DO NOT** need to submit an eligibility application if: -

- You are a UK medical student expecting to graduate in 2021 or 2022, **OR**
- You graduated from a UK medical school after 3rd August 2020, **OR**
- You are a UK or settled national studying for a UK medical degree at a campus outside the UK.

Your affiliated UK medical school will arrange for you to be nominated to apply for the UK Foundation Programme 2022. If you are not currently studying at a UK based campus, we would advise you to contact your medical school to ensure that you will be nominated.

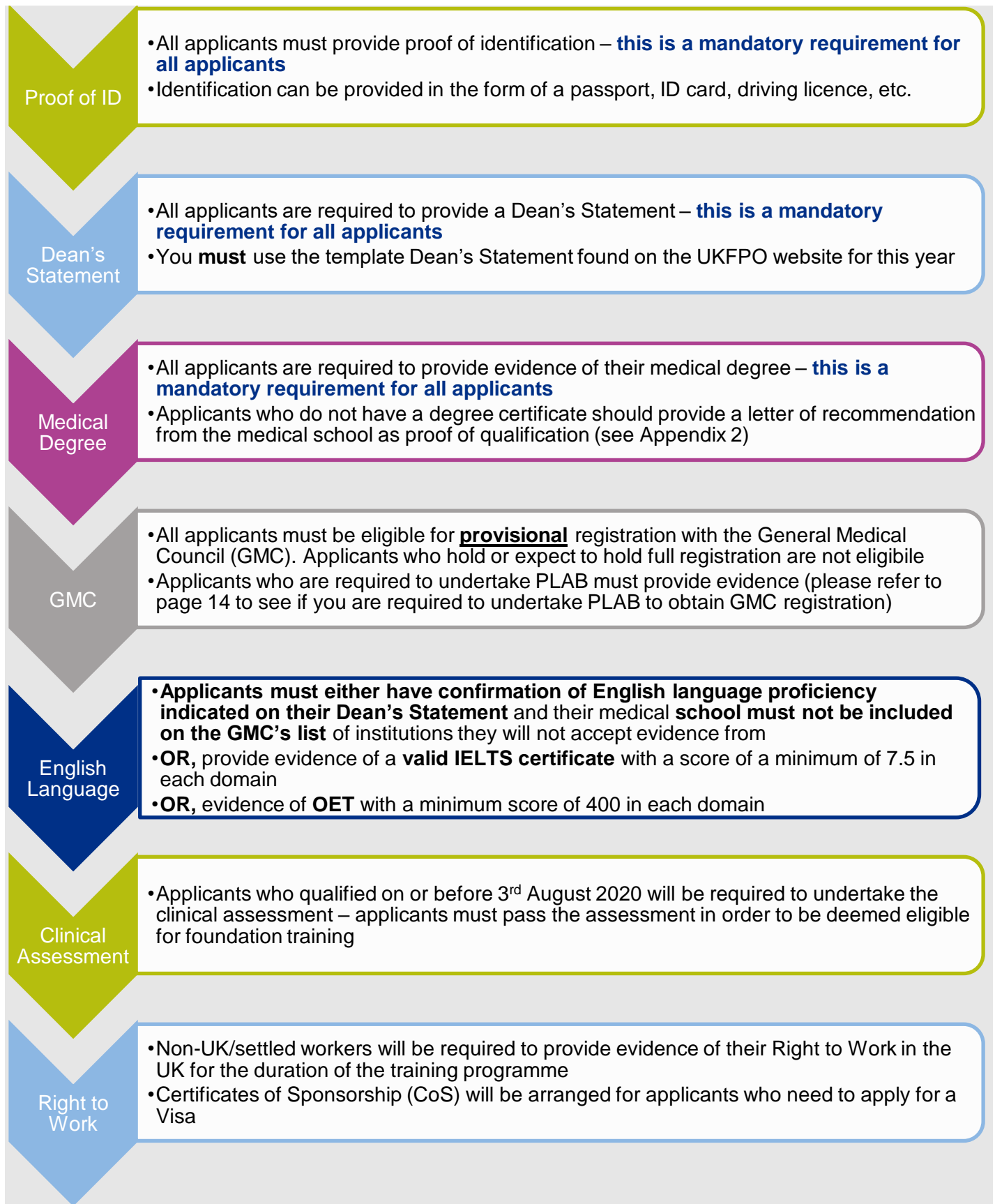
You **DO** need to submit an eligibility application if: -

- You are a student or graduate from a non-UK medical school, **OR**
- You graduated from a UK medical school on or before 3rd August 2020, **OR**
- You are a non-UK/settled national studying for a UK medical degree at a campus outside the UK.

You must complete an online eligibility application form and upload the required documentation on Oriel within the application window **Wednesday 14th July (09:00 BST) – Wednesday 4th August 2021 (closing at 12:00 midday/BST)**. **Evidence will not be accepted via email and must be uploaded with your application.**

To be considered for any of the two-year programmes, including specialised and priority programmes, you must be eligible for provisional registration with the GMC. You must have been nominated or deemed eligible through the eligibility application process in order to apply. If you already hold or expect to obtain full registration with the GMC, you are not eligible to apply for two-year programmes and are advised to consider the guidance for F2 Stand-alone programmes.

Eligibility Criteria - Summary



Eligibility Criteria for UKFP 2022

Applicants applying through eligibility must: -

1. Have a valid medical degree recognised by the General Medical Council (GMC) by the start of the UK Foundation Programme 2022.
2. Expect to obtain **provisional registration with a licence to practise** with the GMC by the start of the UK Foundation Programme 2022*.
3. Be a UK national, a final year medical student in the UK, or have/be expected to have the right to work as a doctor in training in the UK which remains valid for the duration of the UK Foundation Programme 2022. If your Visa is due to expire part-way through the programme, you will need to provide evidence of your continued Right to Work status beyond this point, or you may need to apply for an extension or alternate Visa without disrupting your training programme.
4. Have the written approval of the medical school Dean via the signed Dean Statement (or the Dean's nominated representative/equivalent official to the Dean) to apply for a UK Foundation Programme.
5. Be able to start their UK Foundation Programme placement by August 2022 (exact date to be determined by the employer).
6. Be of good standing and fit to practise medicine safely in accordance with the GMC's [*Good Medical Practice \(2013\)*](#)¹.
7. Have demonstrable skills in listening, reading, writing and speaking in English language that enable effective communication in clinical practice with patients and colleagues, as set out in the GMC's [*Good Medical Practice \(2013\)*](#)^{1**}.
8. Have qualified from medical school within two years of the start of the UK Foundation Programme 2022, OR successfully completed the national clinical assessment.
9. Supply all relevant documents as requested.

* You are not eligible to apply for the UK Foundation Programme if you obtain, or expect to obtain, full registration by the start of the UK Foundation Programme.

** This can be demonstrated by

- (1) providing a valid IELTS with a minimum score of 7.5 in **each** domain at **one sitting**, or a valid OET with a minimum score of 400 in **each** domain at **one sitting**. Your IELTS/OET sitting must be dated no more than two years prior to the start of the programme and therefore no earlier than **3rd August 2020**. Further information can be found in Appendix 1.
- (2) Alternatively, proof that your primary medical qualification has been undertaken solely in English, that all examinations undertaken were solely in English and your primary medical qualification included at least 75% of contact with patients in English. The General Medical Council (GMC) maintains a list of institutions from which they will not accept evidence of English Language proficiency. Confirmation of English language proficiency on a medical school Dean's statement will only be considered if the medical school is not on this list: - http://www.gmc-uk.org/doctors/registration_applications/23567.asp

¹ Please note that whenever General Medical Council documents are referenced, it is possible that revised versions will be produced after the UKFPO's information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications.

How do I submit an eligibility application?

There are two steps to submitting an eligibility application:

Step 1 – Completing an online eligibility application form.*

Step 2 – Uploading supporting evidence on Oriel (the application system).

*Please note, applicants deemed Eligible or Eligible with conditions must apply during the National Foundation window as well.

IMPORTANT: You must complete both steps between 14th July – 4th August 2021. If you do not complete the online application form and provide the supporting evidence required, your eligibility application will be incomplete, and you will not be eligible to apply for UKFP 2022.

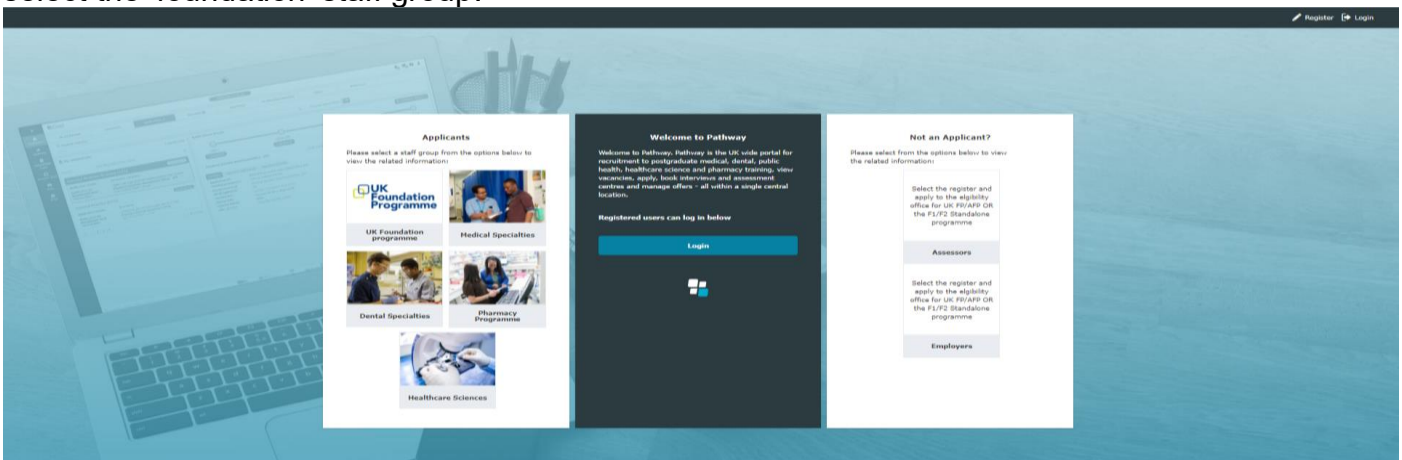
The UKFPO will not contact you if the information you have provided is incomplete. Please ensure you check your application and supporting documents thoroughly before you submit your application. You will not be able to upload additional documents once your application has been submitted. It is your responsibility to check the information you are submitting as part of your application and to ensure it meets the requirements specified.

Step 1: Completing an online eligibility application form

Applicants are invited to complete the eligibility application on Oriel from **09:00 (BST) on Wednesday 14th July 2021**. The application window will close at **12:00 noon (BST) on Wednesday 4th August 2021**. All applicants must apply through the national online application system (Oriel).

The Oriel application system is compatible with Safari v12+, Google Chrome v77+ and Firefox v68+. Applicants are advised to use one of these browsers when using the website and preferably the most up to date version of that browser. Applicants are advised to only login via one browser at a time (that is, don't have Oriel open in more than one window/tab). Applicants are advised not to use a mobile device. Further information about accessing Oriel is available in the [Frequently Asked Questions \(FAQ\)](#) section on the UKFPO website.

To set up a new account and register, go to www.oriel.nhs.uk. The images below show where to select the 'foundation' staff group: -



Oriel UAT environment 08/06/2021 09:51:29

Home

Account registration

What would you like to register for?

- Register to apply to medical and public health training programmes
- Register to apply to dental training programmes
- Register to apply to standalone foundation vacancies
- Register to apply for the eligibility application process.
- Register to apply to scientist training programmes
- Register to apply to pre-registration pharmacy programmes

Registration

Once you have registered, you will be able to complete the eligibility application form. To find the eligibility application form, select “Vacancies” and then select the eligibility vacancy.

Oriel UAT environment 17/05/2021 10:46:37

My dashboard Documents Applications Preferences Messages Interviews FP allocation/Matching Offers References

Vacancies Profile information

First name: Fred Oriol PIN: 000266334
Surname: One Exam ID: EX000027838

Quick access shortcuts: Take a tour, Vacancies, Recruitment leads, Resource bank, News, FAQs, My profile

Useful information: This is where important information will be communicated to the Foundation Programme. This is where important information will be communicated to the Standalone Foundation.

Unread messages: Records to display: 10. You currently have no unread messages. Go to the 'Messages' section of your dashboard to see your read messages.

My applications: Sort by: Started date (most recent). Records to display: 5. You currently have no applications in progress. Go to the vacancies page to start an application.

The online eligibility application form asks for your personal details, information about your primary medical qualification and about what you have been doing since you completed your medical degree, for example, your clinical experience and employment history. You will also be asked about your English language skills.

Applicant communications on Oriel

Applicants are advised to check their e-mail and Oriel accounts regularly throughout the application process. You will be prompted via e-mail to check your account for information at relevant times. However, we cannot guarantee delivery and therefore it is important that you check the site on a regular basis and especially at key times in the timeline. The onus is on applicants to be familiar with key dates and deadlines.

E-mails sent via Oriel are also stored in Oriel accounts. Email addresses can be amended through 'Update Contact Details'. **DO NOT USE HOTMAIL** email accounts as they regularly block emails from NHS servers, and you may not receive important messages about your application. You are advised to regularly check junk mail folders in case emails are incorrectly filtered as archive/junk/spam. Please contact the technical helpdesk on oriel@hicom.co.uk if you have any technical difficulties making your application.

Step 2: Uploading supporting documents onto Oriel

IMPORTANT: You MUST upload your documents before submitting your online application form on Oriel. You will not be able to upload your documents once your application has been submitted. Failure to upload the required documents will result in your eligibility application being deemed ineligible.

Supporting documents/information **MUST** be provided/uploaded on Oriel: -

1. Colour scan/photograph of page(s) of your in-date passport containing your personal details; including nationality, photograph, date of birth, signature (if applicable), and date of expiry.
2. Valid Dean's statement (available on the UKFPO website). You are required to use this year's template (UKFP 2022) for your application to be considered eligible.
3. Medical school degree certificate or, if you have already qualified and do not have your certificate, an official letter from your Dean confirming your qualification (please refer to appendix 2). If you have not yet graduated, you should upload a copy of your Dean's statement in this section.
4. Evidence of demonstrable skills in listening, reading, writing, and speaking in English. (See Appendix 1 for further information).
5. Evidence of any name change (if applicable). This can be provided in the form of a deed poll, birth certificate, marriage certificate, for example.
6. Evidence of your Right to Work in the UK (sponsorship can be arranged for those who are unable to provide evidence of their Right to Work).

General Information

The UKFPO does not provide a pre-checking service and will not review the content or supporting evidence prior to submission. You are advised to check your application thoroughly before submitting it. **Please do not upload evidence to Oriel in zip file format.**

If you apply in error (or there's a mistake on your submitted application), you can re-register for a new account on Oriel using a different email address. This will enable you to submit a new application. Please inform the UKFPO if you submit a new application at the earliest convenience and advise the team which application should be withdrawn.

If you experience any technical issues with the application form, you are advised to open a new browser, clear your internet browser history, or delete your cache in the first instance. **You are**

advised to start your application at the earliest possible convenience and to familiarise yourself with the requirements for providing supporting evidence.

The UKFPO reserves the right to remove any applicant from the process if new information becomes available which affects their eligibility. Information supplied by an applicant and the resulting status may be shared with other organisations involved in the application process.

Each year, some eligibility applicants are deemed ineligible due to small errors and omissions on their application form. Reading the guidance in this document will ensure that you understand fully what information you need to provide. The UKFPO will not contact you if information is missing.

What happens next?

Clinical Assessment

Applicants who qualified from medical school on or before 3rd August 2020 must also undertake an assessment of their clinical skills in the UK prior to being granted full eligibility.

The primary purpose of this assessment is to determine suitability to start the foundation programme. The assessment will be undertaken by Manchester University NHS Foundation Trust. Candidates will sit a set of 16-station Objective Structured Clinical Examinations (OSCEs) in approximately four hours.

The clinical assessment will be held on 27th – 29th October and 1st – 2nd November 2021 (each applicant is only required to attend on one of these days). Please refer to the clinical assessment information in appendix 3 for further information on the national clinical assessment and details of the cost.

Applications for UKFP 2022 (FP, Specialised Programmes and FPP)

Applicants who are eligible or eligible with conditions must apply for the two-year programme for 2022 on Oriel from Wednesday 8th September – Wednesday 22nd September 2021 (12:00 BST). Information regarding the application process is available in the UKFP 2022 Applicants' Handbook on the UKFPO website. Applicants will have the option to apply for specialised and foundation priority programmes as part of the two-year application form.

Situational Judgement Test (SJT)

Applicants are required to sit the Situational Judgement Test (SJT) from 6th – 18th December 2021 or 17th – 22nd January 2022. You will be able to book a test date and time online, and choose the location of the test, which will include the option to sit the test remotely, that is, from home. Test spaces will be available on a first come first served basis. You are advised to book your test at the earliest opportunity. For further information, please refer to the UKFP 2022 Applicants' Handbook. If applicable, applicants can apply for reasonable adjustments for the SJT.

Reasonable Adjustments for SJT

Reasonable adjustments are practical changes to the delivery of the SJT that consider individual characteristics or circumstances that may affect an applicant's ability to take the SJT, without changing the demands of the test, for example, a disability, health condition or impairment, or

religious observance.

Further information regarding the SJT and reasonable adjustments is available on the UKFPO website and UKFP 2022 Applicants' Handbook.

Pre-Allocations for Personal Circumstances

Applicants can apply to be pre-allocated to a particular foundation school on the grounds of personal circumstances if they meet the criteria. Requests for pre-allocation and supporting evidence must be submitted with the two-year application form during the national application window - 8th September 2021 to Wednesday 22nd September 2021 (12:00 midday BST). Further information is available in the UKFP 2022 Applicants' Handbook.

Important: you must rank your requested foundation school as first preference on Oriel, otherwise your application for pre-allocation will not be considered. Please refer to the UKFP 2022 Applicants' Handbook for a map of the UK which shows where the foundation schools are located. If you require any specific advice, please contact the UKFPO via helpdesk@foundationprogramme.nhs.uk.

Appeals

Applicants have the option to appeal the outcome of their eligibility application. Please refer to the [appeals guidance](#) available on the UKFPO website. The appeals application form will be available on the website during the specified appeals window. If you have any queries regarding appeals, please email appeals@foundationprogramme.nhs.uk.

The UKFP 2022 Applicants' Handbook and Presentation will be available on the [UKFPO website](#).

APPENDIX 1

Detailed Guidance Notes

Please read the instructions below before submitting your documents. You are unable to amend your application once it has been submitted.

Application form and documents: your name and evidence of name change (if applicable)

You must complete all documentation and the online applications using the same name, in the same format each time it is shown. The name you record on your online eligibility application form must match the name on your passport. If the names given on your passport, eligibility application form, medical school degree certificate and Dean's Statement **do not match**, you must upload documentation to Oriel confirming an official name change (for example, a copy of your marriage certificate or divorce decree certificate).

Passport (colour scan to be uploaded on to Oriel)

All applicants must provide clear scanned copies (in colour) of the page(s) of their passport containing their personal details, including nationality, photograph, date of birth, signature, and date of expiry. Please ensure that you include the information page with your scanned photograph. All applicants must hold a valid passport to be able to start the training programme in August 2022.

Passport photograph (colour photograph to be uploaded onto Oriel)

You are required to upload a photograph as part of your eligibility application. This photo must have been taken within the last 12 months and will be used to identify you if you are required to undertake the clinical assessment. Your face must not be obscured in the photo (for example, you should not be wearing sunglasses or any facial covering).

Guidance about suitable photographs is available at www.gov.uk/photos-for-passports

UKFP 2022 Dean's Statement (upload evidence on to Oriel)

You are required to upload a [Dean's Statement](#) signed by your medical school Dean (or their appropriately nominated representative – cannot be administrative staff). If there are any amendments to your Dean's Statement, this must be counter signed by the Dean (or their nominated representative).

The Dean's Statement can be hand-written (blue or black ink accepted) or typed, however we will not accept a Dean's Statement if the signature is filled in by only typing the Dean's name out. It must be an official digital signature or signed in ink.

The date of qualification to be provided on the Dean's Statement is the date when the applicant completed and passed their degree, rather than the date of graduation or ceremony when they received their degree certificate. The Dean's Statement and guidance for completion is available on <https://foundationprogramme.nhs.uk/programmes/2-year-foundation-programme/eligibility-information/>.

Please ensure you use the [UKFPO templated Dean's Statement provided on our website](#), as well as view our FAQs to ensure you complete this document correctly prior to uploading. It is your responsibility to ensure your Dean has completed the Dean's Statement correctly.

Medical degree certificate or confirmation of qualification letter (upload evidence on to Oriel)

All applicants must provide proof of primary medical qualification: -

- A copy of your medical degree certificate for your primary medical qualification is required.
- If your degree certificate is not in English, an official English translation must also be provided.
- If your degree certificate has **not yet been issued**, an official letter on headed paper must be provided from your Dean that confirms the date, month and year when your degree certificate will be issued. A sample confirmation of qualification letter outlining the information required is available in appendix 2.

Failure to comply with these requirements will result in your eligibility application being considered incomplete and marked ineligible. **If you have not yet qualified from a medical school:** you will need to upload a copy of your Dean's statement in the 'degree certificate' section instead.

Proof of English Language (where required) (provide details within the oriel application form)

All applicants are required to provide to proof of English language by one of the following methods: -

- Your Dean can confirm in the Dean's Statement if your primary medical qualification (including the language of instruction, examinations and at least 75% of clinical contact with patients) has been undertaken solely in English.

However, confirmation of English language proficiency on a medical school Dean's Statement will only be considered if the medical school is **not** on the General Medical Council's list where from they will **not** accept evidence of English Language proficiency: - http://www.gmc-uk.org/doctors/registration_applications/23567.asp

If your medical school is listed by the GMC, you will be required to submit a valid IELTS TRF/OET within your application form, even if your Dean's Statement confirms that your primary medical qualification has been undertaken solely in English.

- Applicants who are required to provide evidence of satisfactory completion of IELTS (Academic, General and UKVI) or OET will be asked to either provide the Test Report Form (TRF) number from a valid IELTS certificate, or to share their results for the OET through the [OET portal](#).
- The UKFPO will verify IELTS certificates online using the TRF number to check that a score of 7.5 has been achieved in each domain: speaking, listening, reading and writing in one sitting.
- For OET, the results must be available for verification by UKFPO via the OET portal and must demonstrate a minimum score of 400 in each domain: speaking, listening, reading and writing in one sitting.
- **The IELTS certificate/OET results must have been obtained no earlier than 3rd August 2020** (your test sitting must have been on or after this date).

- **English language evidence is due at the time of application.** Please note that if there is a delay to IELTS/OET results due to quality checks, for example, the window will not be extended and evidence will not be accepted following the close of the application window.
- Please note the requirements for satisfactory IELTS and OET are set at a higher level than the requirements for the GMC. Applicants with GMC registration will still be required to meet the English language requirement for entry to foundation training.
- Please note that the IELTS indicator will not be accepted. The IELTS proctored exam is accepted. Scores for both IELTS and OET must have been obtained in one sitting.

School examinations such as UK GCSEs or A Level results are not considered satisfactory evidence of English language proficiency. The assurances that are needed to ensure satisfactory English language proficiency for entry to foundation training are specifically in relation to patient contact and communications.

Postgraduate Experience

You will be asked to provide details of any postgraduate experience on your application form. Please include details of all future activity, that is, from the point at which you are applying to the start of the programme (if known). This is so that we can make an accurate assessment of your eligibility and to avoid disappointment when you come to apply for registration with the GMC.

Applicants who have completed an internship are advised to query the level of registration you will be eligible to apply for with the GMC. The definition of an internship is a period of pre-graduate or post-graduate clinical experience prior to having a licence to practise medicine unsupervised.

Applicants who are eligible to apply for full registration, will not be eligible for entry to the two-year Foundation Programme at F1 level. We would advise applicants in this position to consider applying for an F2 Stand-alone post. Please see [guidance](#) available via the UKFPO website.

For further information about clinical experience and the requirements for registration in the UK, please visit the [GMC website](#).

General Medical Council's (GMC) requirements for provisional registration (if you already have provisional registration, please upload your evidence to Oriel)

Before you can start work as a foundation doctor, you must have provisional registration with a licence to practise from the GMC. To obtain provisional registration, many applicants qualifying outside the UK are required to pass the Professional and Linguistic Assessments Board (PLAB) examinations; PLAB 1 and PLAB 2, therefore you must follow the GMC requirements for PLAB.

Applicants should make sure they are familiar with the [applying for registration](#) guidance on the GMC website. It is strongly recommended for applicants to make an application with the GMC at least three months before the start of the programme in case further evidence is required which can take time to assess. The GMC recommends to get evidence ready ahead of time and start the process of [verifying your qualifications](#). This will help prevent any delays in processing applications for provisional registration.

Please visit the [GMC website](#) for more information on the requirements for gaining provisional registration as well as who is required to pass PLAB as this is regulated by the GMC (not UKFPO).

Applicants who do not have provisional registration with the GMC at the start of programme will not be able to commence work and subsequently be withdrawn. It is the responsibility of applicants to ensure applications for provisional registration are submitted in time. Deferrals are not permitted for not completing PLAB on time and/or not receiving provisional registration.

Do I need to sit PLAB to obtain provisional registration with the GMC?

Applicants should check the [General Medical Council \(GMC\)](#) website to determine if they are required to sit PLAB to obtain provisional registration with the GMC. The GMC have indicated that applicants who qualify from medical schools in the EU/EEA/Switzerland are not required to sit the PLAB test. The onus is on all applicants to ensure they have checked with the GMC regarding PLAB requirements.

Important dates for the PLAB examination: -

- To take PLAB 1, you must have qualified from medical school by 5th October 2021. This is to ensure applicants are able to fulfil PLAB 1 and 2 requirements.
- The latest PLAB 1* examination date that would allow sufficient time to take PLAB 2 and obtain provisional registration from the GMC by the start of the programme is 4th November 2021.
- Applicants who do not already have a PLAB 1 booking should (1) submit an Eligibility application and (2) email PLAB@gmc-uk.org asking for access to available PLAB 1 places using the email confirmation from Oriel to show you have submitted your Eligibility application.
- All PLAB 1 bookings must be made by 31st August 2021 and you are required to send your booking confirmation to helpdesk@foundationprogramme.nhs.uk if you did not include it with your application.
- The GMC will only consider booking requests made before 31st August 2021. Any requests after this date will not be considered. This means that if applicants expect to qualify from medical school after 5th October 2021 and are required to take PLAB, their Eligibility application will be deemed ineligible.
- The latest PLAB 2 examination date that would allow sufficient time to obtain provisional registration from the GMC by the start of the programme is 31st May 2022.
- All PLAB 2 bookings must be made by 5th April 2022 and you are required to send us your PLAB 2 booking.

* The UK's General Medical Council (GMC) has confirmed that you will not have time to take both PLAB 1 and PLAB 2 examinations and obtain GMC registration before the start of the Foundation Programme in August 2022 unless PLAB 1 is taken on or by 4th November 2021.

* **Important:** If you do not **pass** PLAB 1 on or by 4th November 2021 or PLAB 2 on or by 31st May 2022, your allocation will be removed from the national process and your application to the Foundation Programme will be withdrawn. Note that the expectation is to sit and pass by 31st May and send your results to the UKFPO when you receive them.

Date	Action relating to PLAB
From 14 th July 2021	Applicants should begin booking PLAB 1 seat with GMC after applying on Oriel (use your email confirmation from Oriel that you have submitted your application)
31 st August 2021	Applicants must have requested/booked a PLAB 1 seat and sent booking confirmation to UKFPO
5 th October 2021	Deadline to qualify from medical school
4 th November 2021	Latest examination date for PLAB 1 (You must send us the results when you receive them)
From 16 th December 2021	Applicants who have failed PLAB 1 will be withdrawn from the application process (no exemptions permitted)
5 th April 2022	Applicants must have requested/booked a PLAB 2 seat and sent booking confirmation to UKFPO
31 st May 2022	Latest examination date for PLAB 2 (You must send us the results when you receive them)
From June 2022	Applicants who have failed PLAB 2 will be withdrawn from the application process (no exemptions permitted) → After this date obtaining provisional registration on time cannot be achieved
7 th July 2022	Latest date to submit application for registration with GMC

The onus is on applicants to ensure they meet the deadlines specified, as well as send booking confirmations and results to UKFPO helpdesk@foundationprogramme.nhs.uk. If applicants do not meet the specified deadlines, they will be withdrawn from the application process.

IMPORTANT: You should not assume that there will be places available on the PLAB examination dates; we would advise you to book PLAB as soon as possible. If you have already booked/passed PLAB, please upload the evidence (confirmation emails) on to Oriel.

The evidence required to upload to support your eligibility online application: -

If you have not yet qualified from medical school: -

You must upload evidence related to your GMC registration status by uploading ONE of the following: -

- Evidence that you will qualify from a medical school in the EU/EEA/Switzerland (using your Dean’s Statement)*.
- A valid Dean’s Statement showing that you will qualify by **Thursday 5th October 2021**. (This is so that the UKFPO can be assured that you will be able to take PLAB by the deadlines detailed in the table above.)

If you have already qualified from medical school: -

You must upload evidence related to your GMC registration status by uploading ONE of the following: -

- A copy of the letter from the GMC confirming that you already have provisional registration with a licence to practise.
- A copy of the email/letter from the GMC proving you have successfully passed PLAB 1 or PLAB 2.
- Evidence that you have qualified from a medical school in the EU/EEA/Switzerland, such as your medical degree or Dean's Statement*.
- A copy of the confirmation email/letter from the GMC showing that you have booked a place to take the PLAB 1 examination by 31st August 2021 (PLAB 1 cannot be sat later than 4th November 2021).

For further information about PLAB, please see <https://www.gmc-uk.org/registration-and-licensing/join-the-register/plab/a-guide-to-the-plab-test>

* Applicants who either have qualified or will qualify with what is currently called a 'Recognised European Qualification' (REQ) (regardless of nationality) will most likely not be required to pass PLAB for entry into UKFP 2022. A list of all the REQ titles by country, along with information on whether that country's graduates are eligible for Provisional Registration, can be found on the GMC's website: <https://www.gmc-uk.org/registration-and-licensing/join-the-register/eea-countries>

The GMC are also maintaining information for PLAB candidates in the context of the Coronavirus pandemic. Please review this website for up to date information that may affect you: <https://www.gmc-uk.org/registration-and-licensing/join-the-register/plab/coronavirus---information-for-plab-candidates/english-language-evidence>.

Please note, whenever General Medical Council documents/guidance are referenced, it is possible that revised versions will be produced after the UKFPO's information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications and guidance available. The UKFPO cannot be held responsible for any changes to requirements and the applicants are ultimately responsible for ensuring they stay informed.

Evidence of Right to Work in the UK

- Evidence of Right to Work is not required at the point of application.
- If you will require Visa sponsorship, please indicate in your application that you do not have the Right to Work and your nationality.
- You must have the Right to Work in the UK as a doctor in training by the start of the programme to be considered fully eligible for allocation to foundation training. It is often the case that applicants will be allocated to training places before applying for the appropriate Visa to ensure they have the Right to Work in the UK.
- You must also ensure you have sufficient Right to Work status in the UK for the duration of the training programme.

If you already have the Right to Work in the UK when you apply, your Visa must not include restrictions to work as a doctor or dentist and must be valid for the duration of the two-year programme, that is, until August 2024.

- Irish nationals are not required to provide proof of Right to Work
<https://www.gov.uk/government/publications/common-travel-area-guidance>

Following recent changes in immigration law, all medical specialties are included on the Shortage Occupation List (SOL), therefore Resident Labour Market Tests (RLMT) no longer apply. All eligible applicants will be allocated based on their application score and preference information using a meritocratic algorithm. Sponsorship will be arranged for applicants who require it to apply for a specific Visa.

UKFPO processes are subject to Immigration Law in the UK and any changes to the rules and regulations set by the UK Home Office.

Nationality

If you have dual nationality/multi-citizenship, please ensure that you complete the online Oriel application form with information on the most relevant nationality regarding providing evidence of your Right to Work in the UK and upload the relevant passport card.

Please note that the nationality provided on your application form will be used to determine whether or not you would be required to undertake the PLAB examinations.

If you need more information about how to obtain the Right to Work in the UK, please see the UK Border Agency website at www.ukba.homeoffice.gov.uk/. Please refer to Appendix 4 for the Right to Work factsheet.

Applicants with refugee status

Please contact helpdesk@foundationprogramme.nhs.uk if further guidance is required. You may also find it useful to refer to the eligibility [FAQs](#) on the UKFPO website.

APPENDIX 2

Letter to confirm degree qualification with no degree certificate

The degree confirmation letter must be printed on university headed paper and be signed by the Dean or authorised official in the Registrar's office.

** You must include ALL the information in the letter below or it will not be accepted as evidence of your degree **

To be written on University headed paper.

Date of letter

Dear <<insert name of applicant>>

This letter confirms that following the recent examination ratification board meeting attended by external examiners, your degree has been awarded. As you have not yet graduated, please find below the details as required for your Oriel application.

Name of student: <<insert name of applicant>>

Course title and degree: <<insert name of course and degree level>>

Degree classification/pass level: <<insert classification of degree if relevant>>

Date of qualification: <<insert meeting date of examination ratification board>>

Yours sincerely

(Signature and name of dean or authorised official in the Registrar's office)
Official stamp of the university

Date letter is issued

APPENDIX 3

Clinical Assessment 27th – 29th October and 1st – 2nd November 2021

The primary purpose of the Clinical Assessment (CA) is to determine fitness to start Foundation Programme (FP) training for an applicant who qualified from medical school more than two years prior to the start of the foundation programme.

Description of the Clinical Assessments

The assessments will be undertaken by Manchester University NHS Foundation Trust. The team at Manchester has many years of experience of assessment and Objective Structured Clinical Examinations (OSCEs), from theoretical design, through evaluation to the practical provision of information to candidates. All candidates will sit a 16-station OSCE. Each station is 10 minutes long, including 1 minute of preparation time.

All candidates will sit this assessment in one session (approximately four hours). Instructions will be posted outside each station, giving clear guidance about the task to be performed at that station. In line with our current practice, care will be taken to ensure accessibility and to avoid discrimination against candidates with disabilities or those whose first language is not English.

Applicants who are required to undertake a clinical assessment will be required to pay the full cost of £850 by 3rd September 2021 and this is non-refundable.

The examinations will differ from day to day to maintain test security but will be based on a similar blueprint. Candidates sitting the examination in the morning or afternoon will be 'quarantined' to ensure they cannot come into contact with each other. Candidates are not permitted to use their mobile phones during this period.

Dates and Venue

The assessments will take place on 27th-29th October and 1st-2nd November 2021. Each candidate will be notified of the specific date and time of their assessment on 20th September 2021, when they will also be supplied with more detailed information, including directions to the venue.

The assessments take place at Wythenshawe Hospital, part of the Manchester University NHS Foundation Trust. The hospital has excellent facilities for running an OSCE of this size and has many years of experience in this field.

Simulated Patients

These will be selected from the Manchester University NHS Foundation Trust's pool of highly experienced simulated patients. All have undergone training in standardisation for OSCEs and will be trained specifically for the roles within these assessments.

Educational Impact

Candidates will be given a written report, analysing their performance on a station-by-station basis. As the stations are explicitly linked to many of the Foundation Programme Curriculum competencies of the F1 year, this will provide useful information for candidates on their strengths and weaknesses as they enter the Foundation Programme. Manchester University NHS

Foundation Trust is working closely with their colleagues in the North West of England Foundation School to ensure that the questions authentically represent the current NHS working environment.

Reasonable Adjustments

Reasonable adjustments are practical changes to the delivery of the Clinical Assessment that mitigate the effects of particular applicants' characteristics and/or circumstances, for example, a disability, health condition or impairment, or religious observance, on their ability to undertake the assessment, without changing the requirements of the assessment. No adjustment will be made to the standard of the Clinical Assessment or the score achieved by any applicant.

Applicants can apply for reasonable adjustments on the grounds of the following criteria: -

- i. a long-standing learning disability
- ii. long-term or permanent physical disability, health condition or impairment
- iii. temporary health condition or impairment, or acute flare-up of a long-term health condition
- iv. other, for example, religious observance

Please refer to the [reasonable adjustments guidance](#) available on the UKFPO website.

What feedback will be provided to attendees on the day of their assessment?

Candidates will not be told at the time they attend for the OSCEs whether they have passed or failed the assessment. Instead, they will receive the pass/fail results by email on 15th November 2021. They will also receive comprehensive and detailed feedback by email on 22nd November 2021.

Appeals

Information about the appeals procedure will be available on the [UKFPO website](#) before the start date of the assessments. Appeals will only be accepted about the process and not about academic judgement.

APPENDIX 4

Right to Work in the UK – Factsheet

The UKFPO's Eligibility Office will need to be assured that your Right to Work status in the UK will be valid for the full duration of the two-year programme. If your Visa is due to expire part-way through the programme, you will need to provide evidence of your continued Right to Work status beyond this point, or there will need to be an option for you to apply for an extension or alternate Visa without disrupting your training programme.

If you already have your Right to Work evidence, we recommend that you upload this on to Oriel when submitting your eligibility application.

The tables below set out the main categories of settled workers and eligibility to take up a Foundation Programme. Other categories not stated below will be considered on an individual basis, depending on the Visa status (please refer to the UK Home Office guidance for more information):

UK/Settled workers

Category	Eligibility Status
UK national	Can apply to a training programme
Partner/civil partner or spouse of a UK national on a probationary period	Applicant will be given an initial grant of 5 years – then can apply for Indefinite Leave to Remain if the relationship is considered genuine by UK Visas and Immigration. Can apply to a training programme and be considered
Settled and pre-settled nationals	Can apply to a training programme and be considered
Partner/civil partner or spouse of a settled resident in the UK	Can apply to a training programme and be considered

UK/Settled applicants

UK/settled and pre-settled applicants are required to provide a copy of their date stamped passport or biometric residence card as proof of their Right to Work. This evidence must be uploaded on Oriel when completing an eligibility application. Applicants with pre-settled status will need to provide evidence of their settled status when received if applicable. **Please note:** Applicants with dual nationality should upload the most appropriate nationality passport relevant to the Right to Work in the UK.

Sponsorship with HEE

Sponsorship can be offered by HEE under the Skilled Worker (Health and Care) Visa route and is arranged by the Overseas Sponsorship Team. If you are successful following recruitment and selection, you will be contacted regarding sponsorship with HEE. Their email address is Sponsorship@hee.nhs.uk.

Graduate Route

The new Graduate Route offered by the Home Office opens on 1st July 2021. If you are considering applying for this route, then you will not require sponsorship from HEE and will need to

apply directly with the UKVI. Once your application has been approved you can then provide evidence of this to the UKFPO. More information on the Graduate Route can be found on the Home Office website: [Fact sheet: Graduate Immigration Route - Home Office in the media \(blog.gov.uk\)](#)

PLEASE NOTE: This factsheet is guidance only; we recommend that you contact the Home Office for the most up to date information:

<https://www.gov.uk/government/organisations/uk-Visas-and-immigration>

APPENDIX 5

Person Specification (UKFP 2022)

	ESSENTIAL CRITERIA	DEMONSTRATED BY
Eligibility	Applicants must meet the requirements set out in the UK Foundation Programme 2022 Eligibility Criteria.	Eligibility checking
Qualifications	The applicant must have achieved, or expect to achieve, a primary medical qualification as recognised by the General Medical Council (GMC) ¹ by the start of the UK Foundation Programme 2022.	Eligibility checking
Clinical Knowledge & Skills	<p>The applicant must be familiar with and be able to demonstrate an understanding of the major principles of the GMC's Outcomes for Graduates 2018¹ including:</p> <ul style="list-style-type: none"> • Knowledge, skills and performance • Safety and quality • Communication, partnership and teamwork • Maintaining trust <p>The applicant must be familiar with requirements as set out in Promoting excellence: standards for medical education and training (2016) including the relevant core skills.</p>	<p>Application²/ pre-employment screening</p> <p>Clinical assessment (<i>where appropriate</i>)</p>
Language & Communication Skills	The applicant must demonstrate skills in listening, reading, writing and speaking in English language that enable effective communication with patients and colleagues, as set out in the GMC's Good Medical Practice (2013) ¹ .	<p>Application²/ pre-employment screening</p> <p>Clinical assessment (<i>where appropriate</i>)</p>
Attributes	<p>The applicant must demonstrate:</p> <ul style="list-style-type: none"> • an understanding of the importance of the patient as the central focus of care • the ability to prioritise tasks and information and take appropriate decisions • an understanding of the importance of working effectively with others • the ability to communicate effectively with both colleagues and patients • initiative and the ability to deal effectively with pressure and/or challenge • commitment to learning and continued professional development • self-awareness and insight into the boundaries of their own abilities • an understanding of the principles of equality and diversity. 	<p>Application²/pre-employment screening</p> <p>Clinical assessment (<i>where appropriate</i>)</p>

	ESSENTIAL CRITERIA	DEMONSTRATED BY
Probity	<p>The applicant must demonstrate appropriate professional behaviour, i.e. integrity, honesty, confidentiality as set out in the GMC's Good Medical Practice (2013)¹.</p> <p>By the start of the programme, the applicant must demonstrate criminal record and barring clearance at the appropriate level and complete all other pre-employment requirements according to current government legislation.</p>	Application ² /pre-employment screening

¹ Please note that whenever General Medical Council documents/guidance are referenced, it is possible that revised versions will be produced after the UKFPO's information has been published. Therefore, applicants should always refer to the most up-to-date version of these publications.

² Please note that the application includes the Situational Judgement Test (SJT)

APPENDIX 6

Glossary

CA	Clinical assessment needs to be undertaken by applicants who qualified 2 years or more prior to the start of the UK Foundation Programme.
FP	The Foundation Programme is a two-year, work-based training programme which bridges the gap between medical school qualification and specialty/general practice training.
FPP	Foundation Priority Programmes (FPP) are intended to support recruitment and retention to historically less popular geographic locations and specialties by offering a range of incentives and ensuring earlier allocation to training places.
GMC	The General Medical Council is the UK's independent regulatory organisation and sets the standards for doctors' professional practice in the UK.
IELTS	International English Language Test System.
Nomination	The process by which applicants who have qualified from a UK medical school, less than two years prior to the start of the Foundation Programme can be directly recommended by their medical school to apply for the Foundation Programme. Nominated applicants are not required to apply through the eligibility application process.
OET	OET is an international English language test that assesses the language communication skills of healthcare professionals who seek to register and practise in an English-speaking environment, such as the NHS.
Oriel	The national online application system for medical training vacancies. All foundation applications must be completed on Oriel.
PLAB	Professional and Linguistic Assessments Board is the assessment set by the GMC for International Medical Graduates (IMGs) to demonstrate that they have the necessary skills and knowledge to practise medicine in the UK.
SJT	The Situational Judgement Test (SJT) is a test for employment and not a medical school exam. It is used as part of the selection process for the Foundation Programme to test the attributes needed to work as a foundation doctor.
UKFP	United Kingdom Foundation Programme. This refers to the entire programme.
UKVI	United Kingdom Visas and Immigration.
UKFPO	The UK Foundation Programme Office oversees the administrative processes relating to the allocation of applicants to foundation training places each year.

Useful Information & Additional Resources

[The Foundation Programme Curriculum 2021](#)

[Guide for Foundation Training in the UK](#)

[UKFP Operational Guide 2019](#)

[General Medical Council \(GMC\)](#)

[UK Visas and Immigration \(Home Office\)](#) – for information on Right to Work

Applying for a [National Insurance card](#)

[Public funds guidance](#)

NHS Pay – information about national salary scales can be found on the [NHS Employers](#) website.