

# APPROVAL OF PHARMACY PREMISES AS A TRAINING ESTABLISHMENT

(PLEASE COMPLETE IN BLOCK CAPITALS)

NAME OF TRAINEE

This section of the form should be completed by the employer or person within the organisation who has overall responsibility for pre-registration training.

A pharmacy approved for pre-registration training must provide an appropriate learning environment for the student.

Please tick to confirm the pharmacy owner/superintendent has:

YES

1. A comprehensive training programme allowing the trainee to fulfil the requirements of the Performance Standards programme and the examination syllabus will be in place.
2. The recommended reference sources for pre-registration training available.
3. Sufficient staffing levels to allow appropriate learning to occur.
4. Ensured that all staff will have an appropriate awareness of the aims and components of the pre-registration training programme.
5. A suitably qualified tutor available to supervise the pre-registration trainee when the tutor is not available satisfactory arrangements will be in place.
6. **Ensured that the pre-registration student will have 4 hours protected time to study: tailored to individual circumstances per working week.**
7. Ensured that the premises have online internet access and the student is given access to the internet to aid training.

Please state the **number of hours** to be worked by the pre-registration trainee each week inclusive of protected study time.

PREMISE NAME

PREMISE ADDRESS

POSTCODE

DATE

PRINT NAME

SIGNED

- 1 The pre-registration training programme must provide the trainee with experimental learning to allow him to fully cover all aspects of the Pharmaceutical Society NI's registration requirements: including the Performance Standards Programme and the Examination Syllabus. The Performance Standards programme and Examination Syllabus can be viewed at [www.psn.org.uk](http://www.psn.org.uk). If the trainee cannot gain the relevant experience within the training site, the tutor must organise experience elsewhere.
- 2 The recommended reference sources for pre-registration training are available at [www.psn.org.uk](http://www.psn.org.uk). They are also available in the Pre-registration Tutor Information manual and the Pre-registration Trainee manual.
- 3 The pre-registration tutor must have sufficient time to meet formally with the pre-registration trainee – a minimum of 15-20 minutes fortnightly is required. The pre-registration trainee must be appropriately supervised in all their activities. Staffing levels within the pharmacy must allow the trainee to meet all the registration requirements of the Pharmaceutical Society NI including the Performance Standards Programme and the Examination Syllabus. Sufficient staff must be available to ensure that the Pharmaceutical Society NI appraisals and performance standards assessment summaries are completed on time and in an appropriate environment.
- 4 All pharmacy staff involved in pre-registration training should receive sufficient support from the pre-registration tutor. All staff who work alongside the pre-registration trainee should understand the workload requirements of registration with the Pharmaceutical Society NI.