Guide To UKFP

Introduction to UK Foundation Programme

Sanyukta Joshi

6th Year Medical Student,

Medical University of Gdansk

Agastya Patel, MD

Doctoral Student,

Department of General Endocrine Transplant Surgery,

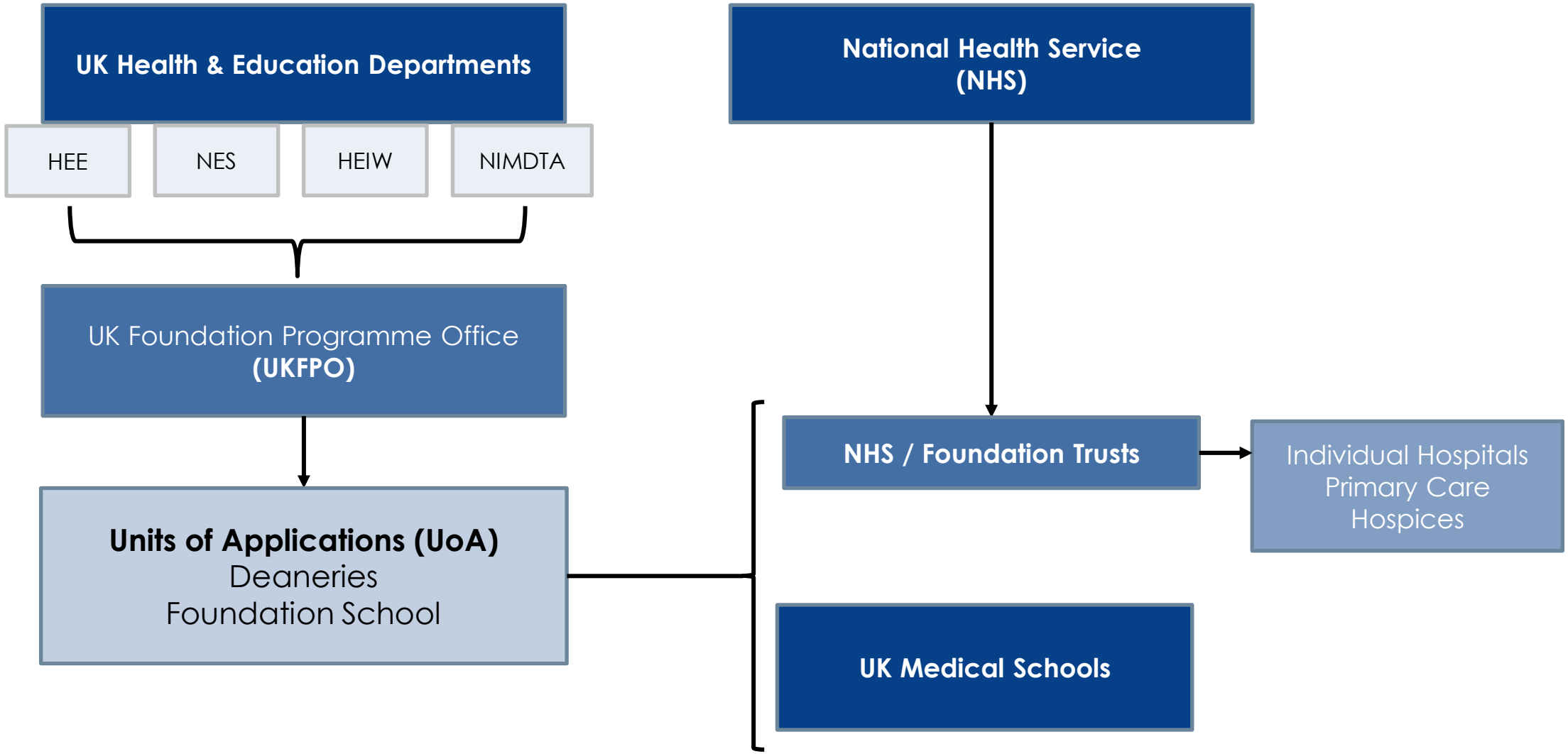
Medical University of Gdansk.

Guide to UKFP Series

Aimed at sharing our experiences with you!

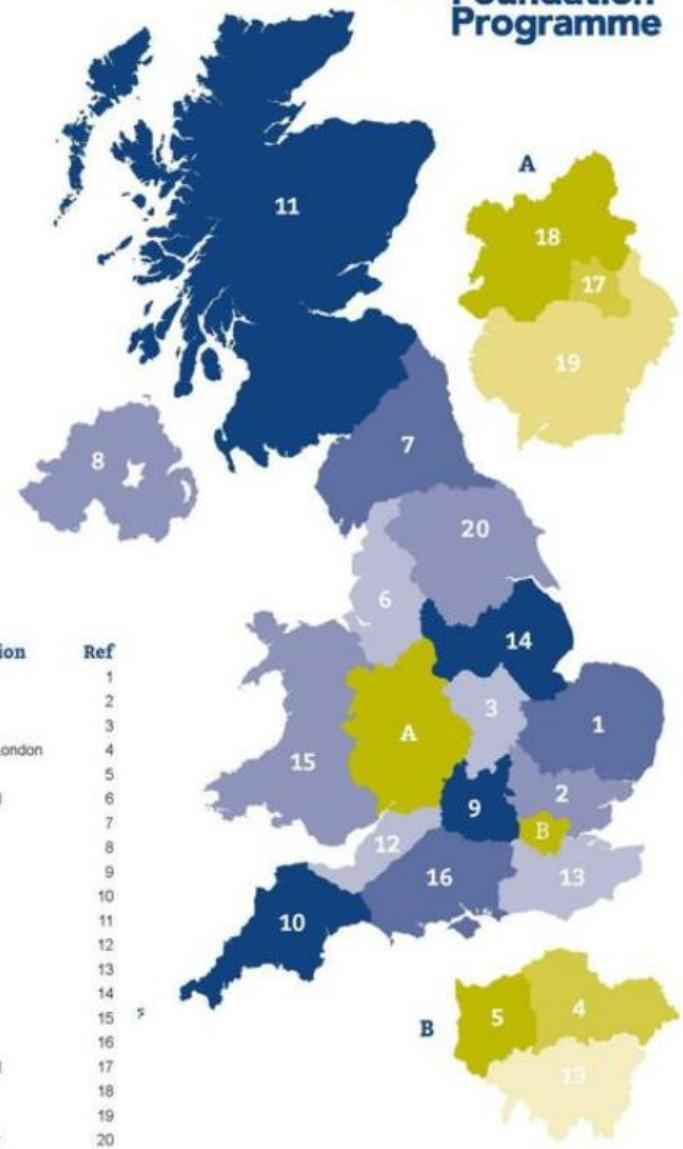
1. Introduction to UKFP
2. UKFP 2023 (+ SFP details)
3. SFP Interviews (+SJT) Preparation
4. Working as a FY1

UKFP Organization Hierarchy



Map of Foundation Schools

UK Foundation Programme



Unit of Application	Ref
East Anglia	1
EBH	2
LNR	3
North Central & East London	4
North West London	5
North West of England	6
Northern	7
Northern Ireland	8
Oxford	9
Peninsula	10
Scotland	11
Severn	12
South Thames	13
Trent	14
Wales	15
Wessex	16
West Midlands Central	17
West Midlands North	18
West Midlands South	19
Yorkshire and Humber	20

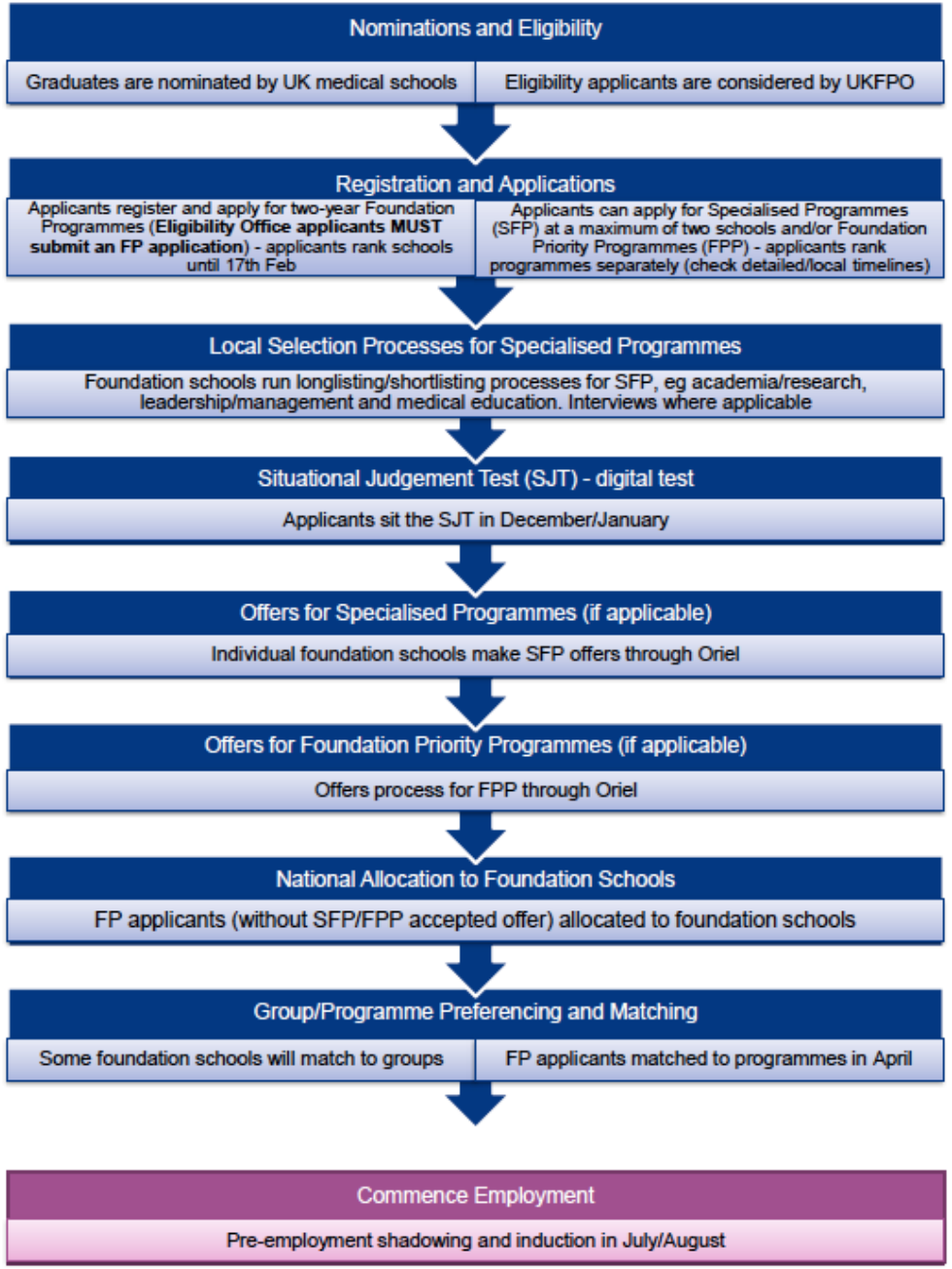
UK Foundation Programme (UKFP)

- Work based training programme
- 2-year: 6 rotations, 4 months each
- First Year (F1): Provisional registration with GMC
  Patient care under supervision
- Second Year (F2): Full registration with GMC
  More responsibility and involvement in patient management decisions

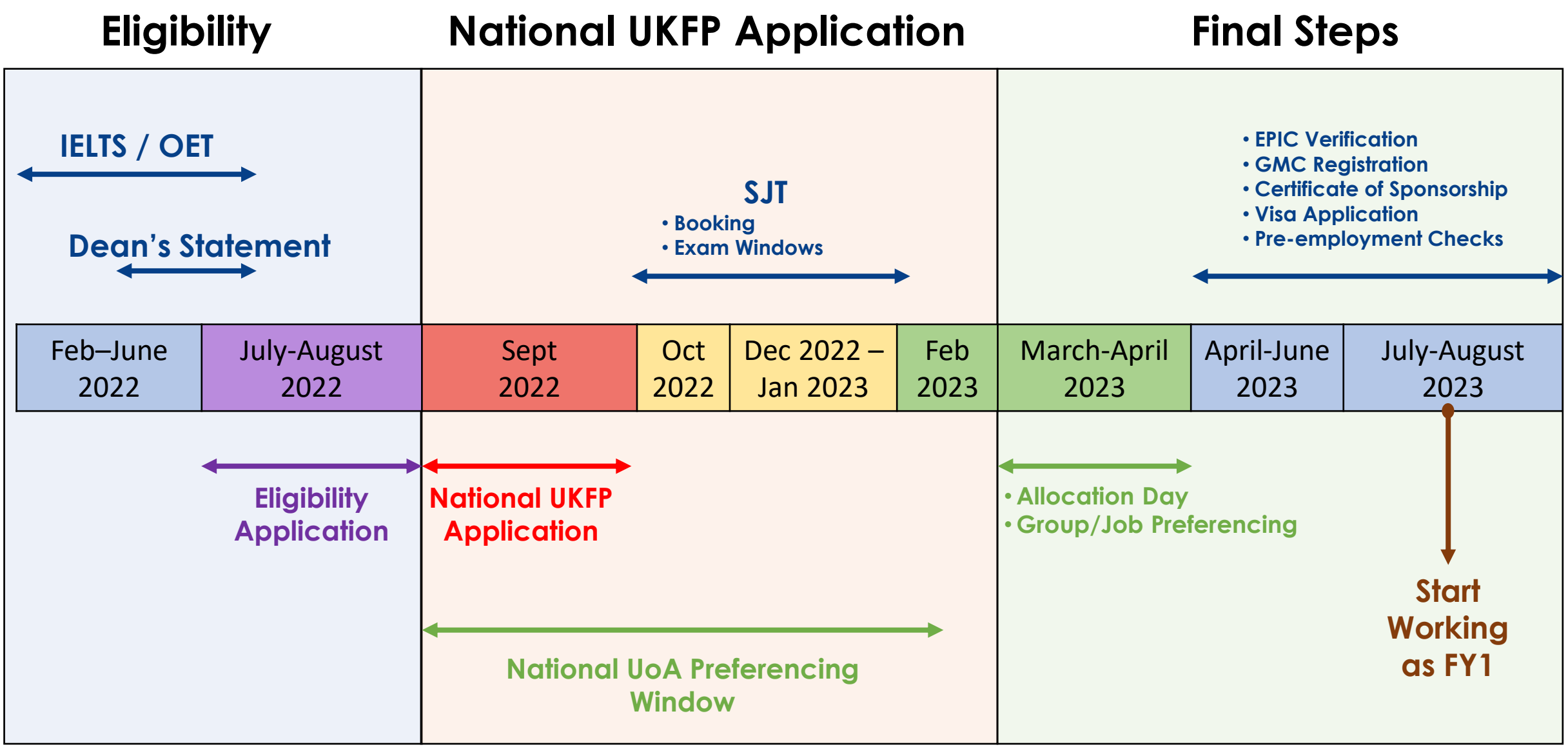
Types of FPs

- Foundation Programme (FP)
- Specialized Foundation Programme (SFP)
- Foundation Priority Programme (FPP)
- Psychiatry Foundation Fellowship (PFF)

Process Map


Nominations and Eligibility
Graduates are nominated by UK medical schools
Eligibility applicants are considered by UKFPO
Registration and Applications
Applicants register and apply for two-year Foundation Programmes (**Eligibility Office applicants MUST submit an FP application**) - applicants rank schools until 17th Feb
Applicants can apply for Specialised Programmes (SFP) at a maximum of two schools and/or Foundation Priority Programmes (FPP) - applicants rank programmes separately (check detailed/local timelines)
Local Selection Processes for Specialised Programmes
Foundation schools run longlisting/shortlisting processes for SFP, eg academia/research, leadership/management and medical education. Interviews where applicable
Situational Judgement Test (SJT) - digital test
Applicants sit the SJT in December/January
Offers for Specialised Programmes (if applicable)
Individual foundation schools make SFP offers through Oriel
Offers for Foundation Priority Programmes (if applicable)
Offers process for FPP through Oriel
National Allocation to Foundation Schools
FP applicants (without SFP/FPP accepted offer) allocated to foundation schools
Group/Programme Preferencing and Matching
Some foundation schools will match to groups
FP applicants matched to programmes in April
Commence Employment
Pre-employment shadowing and induction in July/August

MEDICAL UNIVERSITY OF GDAŃSK



Eligibility Process

- Verification of your eligibility for UKFP
- Eligibility guidance:
  - Published around **May-June.**
- Process starts ≈ **July**
- Deadline ≈ **August**

Eligibility Process: Documents

1. Proof of ID: Passport, Driver's license, etc
2. Dean’s Statement
3. Primary Medical Qualification
   - If you don't have it yet, submit dean's statement
4. English Language Proficiency: OET or IELTS
5. GMC Provisional Registration Eligibility
6. Right To Work

Dean's Statement

- Filled and signed by Dean's office
- Request Period: **June (end) - July**
- **Updated Template from UKFPO**
  - Published every year on their website
- Information about
  - Your **Decile** Ranking
  - **Date of qualification**

Decile Rank	No. of Points
1	43
2	42
3	41
4	40
5	39
6	38
7	37
8	36
9	35
10	34

***Until 2022**

Decile Ranking

SECTION 3 – Decile Ranking

The applicant's decile ranking must be calculated in the following way:

1. *Compile the overall academic results for all students within the applicant's year group. The year group does not need to have graduated yet to compile results for the purposes of decile ranking.*
2. *Divide the year group into ten equal groups based on their academic performance (that is, total number of students divided by 10).*
3. *Assign the applicant a decile ranking based on their position in the group. For example, if there are 150 students in the year then each decile is made up of 15 students (150/10 = 15 students). Students ranked 1 to 15 will be in the 1st decile, students ranked 16 to 30 will be in the 2nd decile and so on. Where necessary, please round decile boundaries to the higher whole number, for example 134 students mean a decile boundary of 13.4, so the 1st decile should be rounded up to include students ranked 1 to 14; the 2nd decile 2 boundary is 26.8 and should be rounded up to include students ranked 15 to 27 and so on.*

Please choose one of the following:

☐ I am unable to provide a verifiable decile ranking for this applicant as outlined above (Please note: if this selection is ticked, this applicant will be allocated the lowest decile ranking), **OR**

☒ I have provided a verifiable decile ranking for this applicant in the table below.

Total number of students in the applicant's year group at medical school (for example, 150)	116
The applicant's position in their year group, based on their performance during the medical degree (for example, 20)	42
The applicant's decile ranking within their year group, that is 1, 2, 3, 4, and so on (for example, 20th of 150 = decile 2; 21st of 201 = decile 1)	7

Please note: If the information provided in the above boxes is missing or inconsistent, then the lowest decile ranking will be allocated for this applicant.

Per decile:
116/10 ≈ 12 students

1-12 = 1st Decline
13-24 = 2nd Decline
25-36 = 3rd Decile
37-48 = 4th Decile….

116
42
4

UKFP Application Score

Domain	Until 2022	From 2023
Education Performance Measure (EPM)	**50**	**≈50?**
Decline	43	≈50?
Publications	2	Removed
Degrees	5	Removed
Situational Judgment Test (SJT)	**50**	**≈50?**
Total	**100**	**100**

https://foundationprogramme.nhs.uk/ukfp-2023-entry/

English Language Exams

- IELTS or OET
- Different requirements for UKFPO and GMC
- Validity: 2 years
- Most recent sitting

English Language Exams

	GMC	UKFPO
	IELTS	
Overall	7.5	--
Each Domain	Minimum 7.0	Minimum 7.5
Type	ACADEMIC	ANY of the three
	OET	
Each Domain	Grade "B“ (350-440)	400

International English Language Testing System (IELTS)

- Types: Academic / General / UKVI

- Test Format:

Listening	4 Tasks, 40 mins, 40 questions
Reading	3 sections, 1hr, 40 questions
Writing	2 tasks, 1hr
Speaking	10-14 mins, in-person test

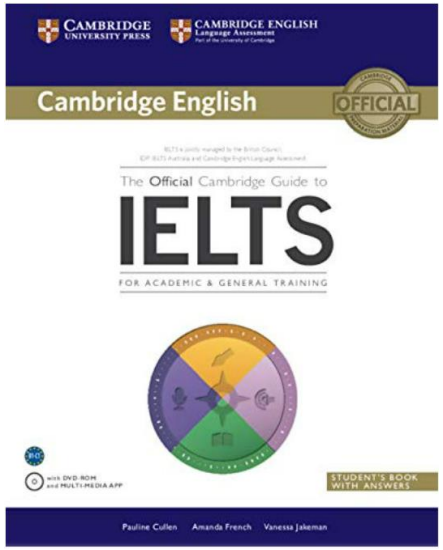
Tips & Tricks

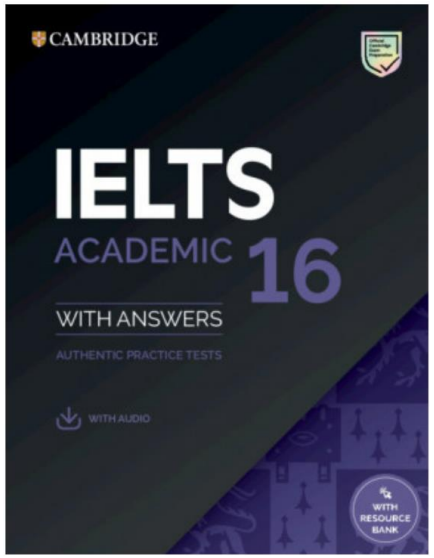
- Attempt it early (≈ February-March)
- Understand Band Descriptors
- Prepare with someone
- Computer vs Paper-based

IELTS **WRITING TASK 1: Band Descriptors (public version)**

Band	Task achievement	Coherence and cohesion	Lexical resource	Grammatical range and accuracy
9	• fully satisfies all the requirements of the task • clearly presents a fully developed response	• uses cohesion in such a way that it attracts no attention • skilfully manages paragraphing	• uses a wide range of vocabulary with very natural and sophisticated control of lexical features; rare minor errors occur only as 'slips'	• uses a wide range of structures with full flexibility and accuracy; rare minor errors occur only as 'slips'
8	• covers all requirements of the task sufficiently • presents, highlights and illustrates key features/ bullet points clearly and appropriately	• sequences information and ideas logically • manages all aspects of cohesion well • uses paragraphing sufficiently and appropriately	• uses a wide range of vocabulary fluently and flexibly to convey precise meanings • skilfully uses uncommon lexical items but there may be occasional inaccuracies in word choice and collocation • produces rare errors in spelling and/or word formation	• uses a wide range of structures • the majority of sentences are error-free • makes only very occasional errors or inappropriacies
7	• covers the requirements of the task • (A) presents a clear overview of main trends, differences or stages • (GT) presents a clear purpose, with the tone consistent and appropriate • clearly presents and highlights key features/bullet points but could be more fully extended	• logically organises information and ideas; there is clear progression throughout • uses a range of cohesive devices appropriately although there may be some under-/over-use	• uses a sufficient range of vocabulary to allow some flexibility and precision • uses less common lexical items with some awareness of style and collocation • may produce occasional errors in word choice, spelling and/or word formation	• uses a variety of complex structures • produces frequent error-free sentences • has good control of grammar and punctuation but may make a few errors
6	• addresses the requirements of the task • (A) presents an overview with information appropriately selected • (GT) presents a purpose that is generally clear; there may be inconsistencies in tone • presents and adequately highlights key features/ bullet points but details may be irrelevant, inappropriate or inaccurate	• arranges information and ideas coherently and there is a clear overall progression • uses cohesive devices effectively, but cohesion within and/or between sentences may be faulty or mechanical • may not always use referencing clearly or appropriately	• uses an adequate range of vocabulary for the task • attempts to use less common vocabulary but with some inaccuracy • makes some errors in spelling and/or word formation, but they do not impede communication	• uses a mix of simple and complex sentence forms • makes some errors in grammar and punctuation but they rarely reduce communication
5	• generally addresses the task; the format may be inappropriate in places • (A) recounts detail mechanically with no clear overview; there may be no data to support the description • (GT) may present a purpose for the letter that is unclear at times; the tone may be variable and sometimes inappropriate • presents, but inadequately covers, key features/ bullet points; there may be a tendency to focus on details	• presents information with some organisation but there may be a lack of overall progression • makes inadequate, inaccurate or over-use of cohesive devices • may be repetitive because of lack of referencing and substitution	• uses a limited range of vocabulary, but this is minimally adequate for the task • may make noticeable errors in spelling and/or word formation that may cause some difficulty for the reader	• uses only a limited range of structures • attempts complex sentences but these tend to be less accurate than simple sentences • may make frequent grammatical errors and punctuation may be faulty; errors can cause some difficulty for the reader
4	• attempts to address the task but does not cover all key features/bullet points; the format may be inappropriate • (GT) fails to clearly explain the purpose of the letter; the tone may be inappropriate • may confuse key features/bullet points with detail; parts may be unclear, irrelevant, repetitive or inaccurate	• presents information and ideas but these are not arranged coherently and there is no clear progression in the response • uses some basic cohesive devices but these may be inaccurate or repetitive	• uses only basic vocabulary which may be used repetitively or which may be inappropriate for the task • has limited control of word formation and/or spelling; • errors may cause strain for the reader	• uses only a very limited range of structures with only rare use of subordinate clauses • some structures are accurate but errors predominate, and punctuation is often faulty
3	• fails to address the task, which may have been completely misunderstood • presents limited ideas which may be largely irrelevant/repetitive	• does not organise ideas logically • may use a very limited range of cohesive devices, and those used may not indicate a logical relationship between ideas	• uses only a very limited range of words and expressions with very limited control of word formation and/or spelling • errors may severely distort the message	• attempts sentence forms but errors in grammar and punctuation predominate and distort the meaning
2	• answer is barely related to the task	• has very little control of organisational features	• uses an extremely limited range of vocabulary; essentially no control of word formation and/or spelling	• cannot use sentence forms except in memorised phrases
1	• answer is completely unrelated to the task	• fails to communicate any message	• can only use a few isolated words	• cannot use sentence forms at all
0	• does not attend • does not attempt the task in any way • writes a totally memorised response			

Resources



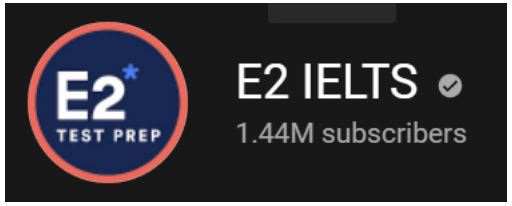


Write&Improve with Cambridge

https://writeandimprove.com/

Virtual Writing Tutor

https://virtualwritingtutor.com/ielts



IELTS Liz

IELTS Preparation with Liz: Free Tips, Lessons & English

https://ieltsliz.com/

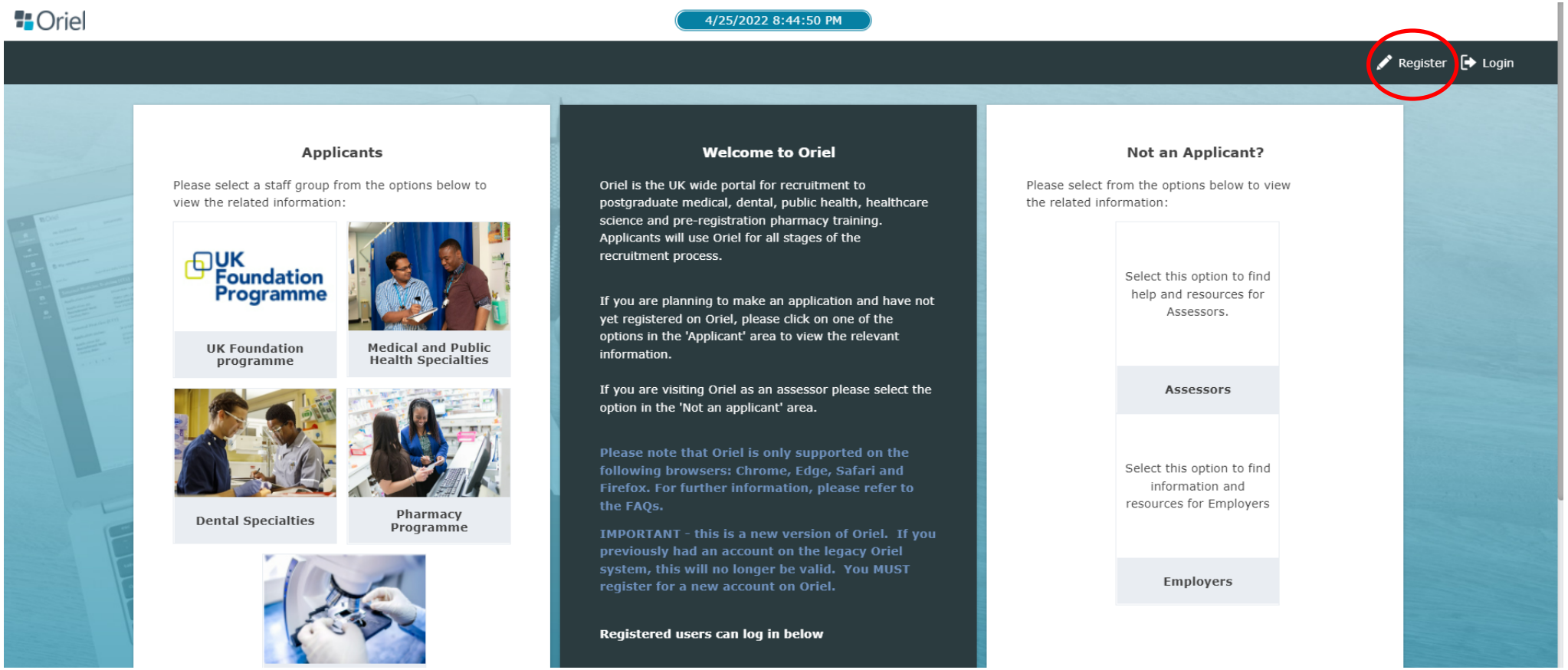
writing9

Topics Samples Blog

https://writing9.com/

Applying Through Oriel

Oriel System



Account registration

What would you like to register for?

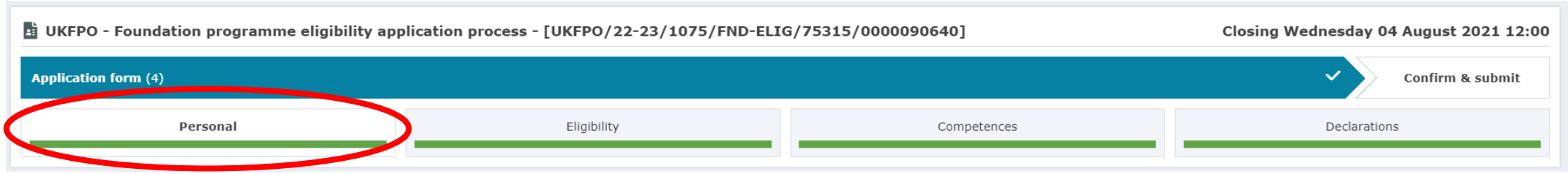
Register to apply to standalone foundation vacancies

Register to apply for the eligibility application process

The eligibility application window will open for UKFP 2022 on Wednesday 14th July 2021 at 9:00 and will close at 12:00 / midday (BST) on Wednesday 4th August 2021. Applicants are advised to familiarise themselves with the eligibility application process and the supporting evidence required at the earliest opportunity. Applicants are also advised to start their application as soon as possible once the window opens to allow sufficient time to complete the form and upload supporting documentation. For further information about applying to the UK Foundation Programme, please visit the Foundation Programme Website.

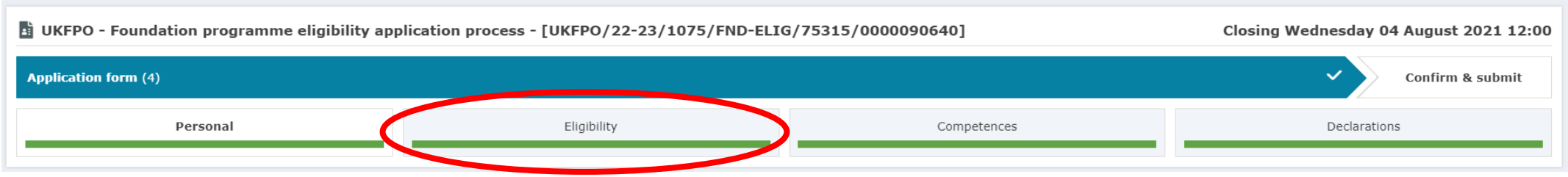
Closed

Eligibility Application



- Contact Information
  - Name, Surname
  - Nationality
  - Address
  - Telephone/Mobile Number
  - **Email Address!**

Eligibility Application



Upload Evidence to prove your eligibility:

- Dean's Statement
- Medical Degree Evidence
- Language Skill
- Passport
- "Right To Work" Evidence
- Prolife Image
- GMC Compliance

3 Dean's statement

The Dean's statement is a mandatory requirement of the eligibility application. The template can be found in the Resource Bank.

You must upload a valid Dean's Statement to confirm that you will qualify from medical school by 5th October 2021. Your medical school Dean (or their nominated representative) must complete and sign the Dean's Statement. Please ensure you use the current version for UKFP 2022.

If there are any amendments to your Dean's Statement, this must be counter signed by the Dean (or their nominated representative). It is your responsibility to ensure your Dean has completed the Dean's Statement correctly.

Upload your Dean's statement

File name	Document type	Uploaded on
Dean's Statement_Sanyukta.pdf	Deans statement	16/07/2021 12:26:21

4 Medical degree evidence

You must upload evidence that you have obtained/will obtain your medical degree certificate. This must be in English, or you must provide an appropriate translation.

Do you have a scanned copy of your medical degree certificate?	**No**
If you have qualified but your degree certificate has not yet been issued, you must submit an official letter on headed paper from your Dean telling us the date and year your degree will be issued. Do you wish to submit this letter?	**No**
If you have a future qualification, please indicate if you wish to use your Dean's Statement as evidence.	**Yes**

3 Language skills

As a doctor, dentist or other healthcare professional, you are required to demonstrate skills in written and spoken English which allow you to perform your clinical skills safely and to communicate effectively on medical and/or health topics with patients, colleagues and the public.

* Was your undergraduate training delivered in English? ✓ Yes | × No

Please note English language evidence issued by the universities listed here is not accepted. If your medical school/university is one of those listed, you will be required to provide your IELTS TRF (Test Report Form) Number or OET candidate number.

Have your language skills been tested through the IELTS (International English Language Testing System) within the timeframe set out in the eligibility applicant guidance to at least the minimum overall score required in the Person Specification? ✓ Yes | × No

* Overall score: 8.5
* Listening score: 8.5
* Reading score: 8.5
* Writing score: 7.5
* Speaking score: 8.5
* Date academic IELTS taken: 13/03/2021
* Test Report Form Number: 20

Have your language skills been tested through the Occupational English Language (OET) within the timeframe set out in the eligibility applicant guidance to at least the minimum overall score required in the Person Specification? ✓ Yes | × No

Failure to provide proof of English language proficiency will result in your application being deemed ineligible.

6 Passport

All applicants must provide clear scanned copies of the page(s) of their passport containing their personal details in colour; including nationality, photograph, date of birth, signature and date of expiry. Please ensure that you scan both the information page on your passport and the opposite page.

Applicants will be able to upload a maximum of two documents. The image must be in colour and not in black and white.

Upload your passport

File name	Document type	Uploaded on
PASSPORT_SANYUKTA.pdf	Passport	16/07/2021 12:26:21

7 Evidence of your right to work in the UK

If you are a UK national, you are required to provide ONE of the following documents:
Passport page(s)containing your personal details; including nationality, photograph, date of birth, signature, date of expiry and biometric detail
Home Office issued application registration card (copy of the front and back of the card)
Birth certificate issued in the UK which specifies the names of your parents plus a copy of a formal document from a previous employer or authority showing your name and national insurance number
Certificate of Registration or Naturalisation as a British Citizen.

If you are a citizen of a country outside of the UK who has the right to work in the UK, you are required to provide ONE of the following:
A photocopy of a passport page that indicates your right to work status
A photocopy of both sides (front and back) of the Biometric card issued by UK Border Agency showing that I have the right to work
A photocopy of Home Office/UK Border Agency documents indicating that I have the right to work in the UK

NOTE: If you have the required evidence, you should submit it with this application form. If you are unable to submit it with this application, you must send it to helpdesk@foundationprogramme.nhs.uk as soon as you have this.

Would you like to use the passport evidence as right to work proof?	**No**
Please indicate from the following:	**I wish to send in right to work proof as per the deadlines in the Eligibility Applicant Guide.**

Please send your right to work evidence to helpdesk@foundationprogramme.nhs.uk

8 Profile image

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 National 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.

Upload your profile image

File name	Image type	Uploaded on
SANYUKTA.JPG	Profile image	16/07/2021 12:26:21

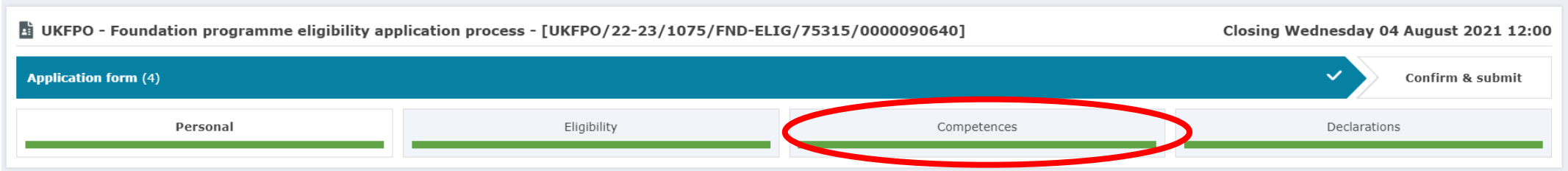
9 GMC Compliance

You are required to provide evidence that you will comply with the GMC requirements for provisional registration.

Have you qualified from Medical School?	**No**
Please indicate what you will be providing as proof:	**I would like to use my Dean's statement and passport as proof that I am not required to undertake PLAB.**

You will be contacted by the Eligibility Office for further details regarding PLAB deadlines if this applies.

Eligibility Application



- Primary Medical Qualification
- Postgraduate Activity & Details

Primary Medical Qualification

10 Please give details of your primary medical qualification.

Qualification:	**MD Doctor of Medicine**
Entry date to medical school/university:	**28/09/2015**
What date did you/do you expect to qualify?	**30/06/2022**
Medical school/university category:	**EEA Medical School**

If you are studying for a UK medical degree outside of the UK, for example at Newcastle University Medicine (NUMED) in Malaysia or St. George's University, London (SGUL) at University of Nicosia in Cyprus, please choose 'UK medical school' from the drop down menu. You are deemed as having studied within the UK and are therefore exempt from having to take PLAB.

Medical school/university name:	**Medical University of Gdansk**
Country of medical school/university:	**Poland**
I expect to have completed an internship by August 2022.	**No**

Ask Dean's for exact date

Mentioned in Dean Statement

If yes, **cannot**
- Apply through Eligibility Office
- Apply for provisional registration required for FY1

2 Postgraduate Activity

Activity since qualification or expected activity following qualification from medical school until August 2022.

You must provide details of all your activity since qualifying from medical school/university until the start of the Foundation Programme in August 2022.

If you have not yet qualified, you must give details of any planned activity from the time you expect to qualify until the start of the Foundation Programme in August 2022.

When completing the details below, you must include the following information:

- All periods when you were/will be working as a doctor whether paid or unpaid/voluntary
- All periods when you were not or do not expect to be working as a doctor including alternative employment, clinical attachments, vacation, study leave, maternity leave, career break or unemployment
- For any future periods where you do not yet know what you will be doing select "No plans yet" as the description of activity for that period
- You must cover all periods from the date you qualified/expect to qualify until August 2021.

You are able to have overlapping activities. For example if you were working part-time during a particular period and also studying for exams during the same period.

You must provide a complete record of your activity. Any gaps of more than one month will prevent you from completing this section and submitting your application.

I have no postgraduate activity

3 Postgraduate Activity Details

* Start date (MM/YYYY)

* End date (MM/YYYY)

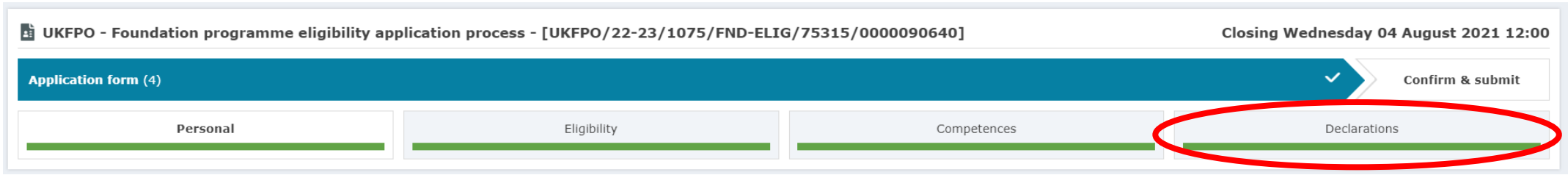
* Type of activity Please select...

× Cancel + Add

Start date (MM/YYYY) ↓	End date (MM/YYYY)	Type of activity	Specialty of any clinical activity	Hours per week of any clinical ac...	Job title
June 2021	August 2022	Other Studies/Preparation			

1 Page 1 of 1 20 1 - 1 of 1 items

Eligibility Application



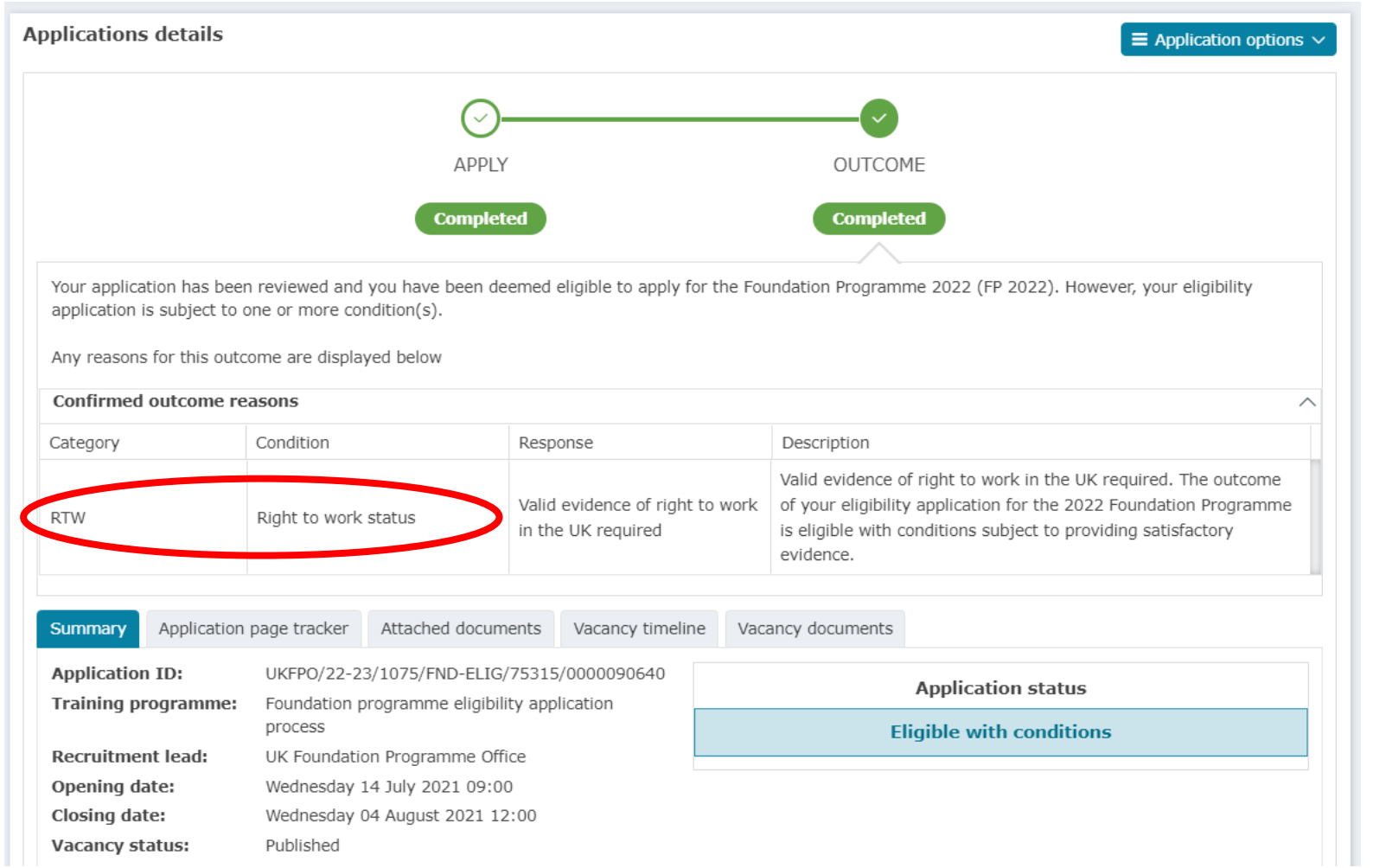
12 **Declaration**

Please read and confirm the following declaration and tick each box to confirm each statement

Please tick if you agree with the following declarations. If you cannot agree with the declarations, you are not eligible to apply and cannot submit an application.

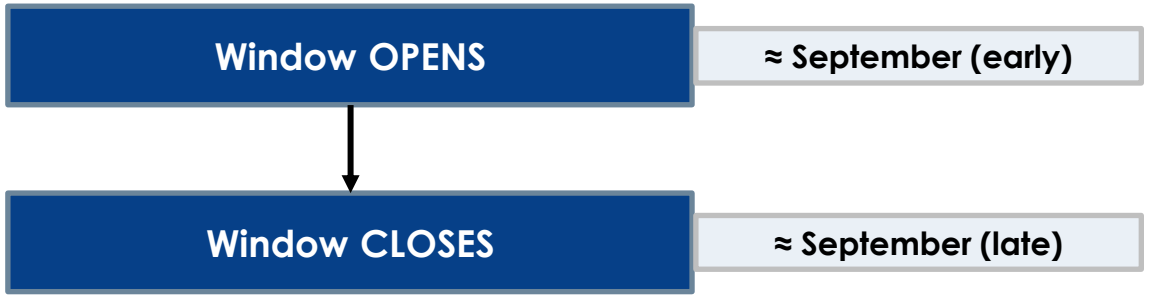
Declaration 1: I do not currently hold full GMC registration with a licence to practise, nor do I anticipate that I will be eligible to gain full GMC registration with a licence to practise by August 2022.	**Yes**
Declaration 2: I confirm that I will submit all required supporting documentation to the UKFPO's Eligibility Office by the required dates and understand my application will be invalid if I miss the deadline.	**Yes**
Declaration 3: I will adhere to all future deadlines set by the UKFPO.	**Yes**
Declaration 4: I can confirm that I have read and followed the guidance provided in the UKFP 2022 Eligibility Applicant Guidance.	**Yes**

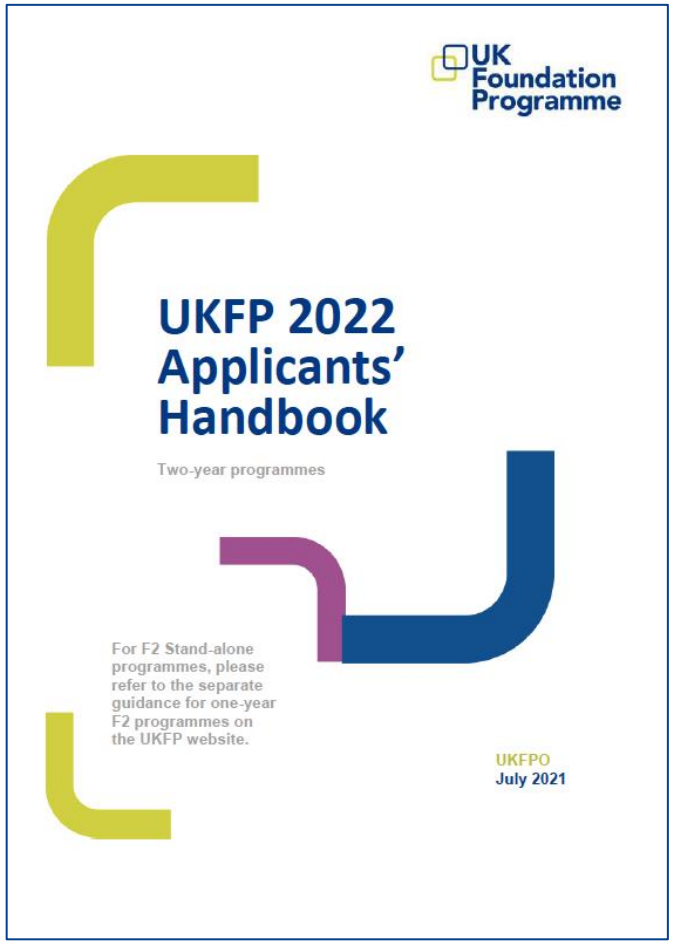
Eligibility Application: **Outcome**



UKFP National Application

- National Application for UKFP
- Application for ALL TYPES
  - FP / SFP / FPP / PFF
- National Application Window





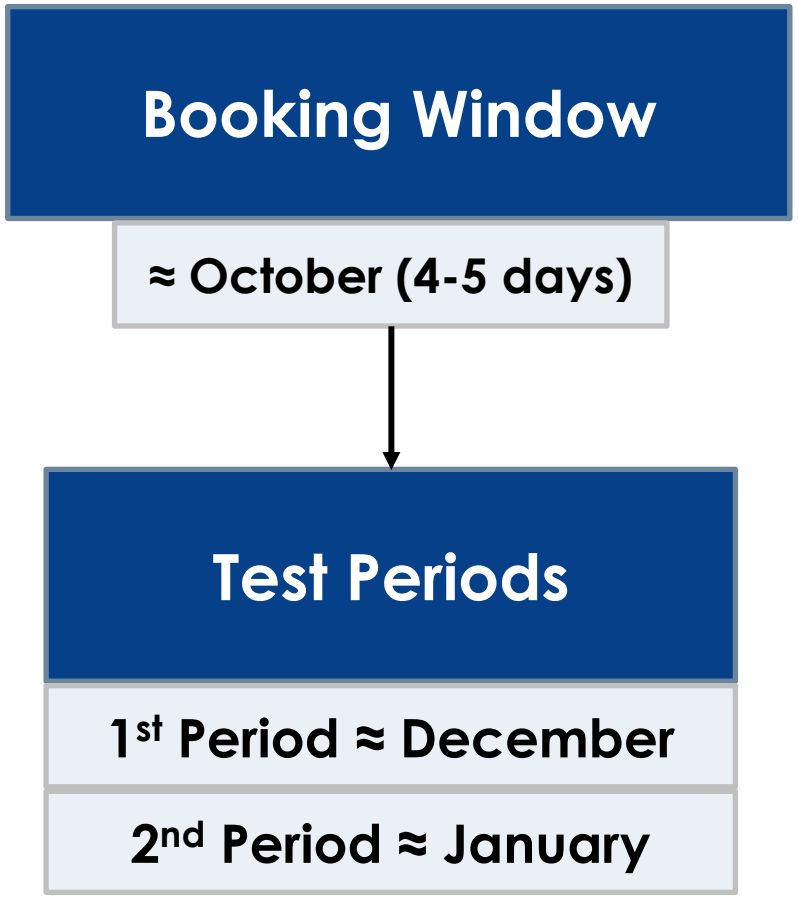
Situational Judgement Test (SJT)

"Measure of meeting attributes required to be a foundation doctor, as defined in national FP personal specification"

- Assessment of "Ethics" / "Professionalism", **NOT** clinical knowledge
- Requirement for ALL APPLICANTS

For FP / FPP applicants	Score Matters
For SFP applicants	Only need reasonable score

SJT: Important Dates



- Approx. month after National Application
- Through PearsonVue (https://home.pearsonvue.com/ukfp)
- Can change date of SJT later

- Preparation Period ≈ 2-4 weeks

SJT: Resources

emedica
Excellence in medical education

Foundation SJT Essentials
Foundation Programme 2022

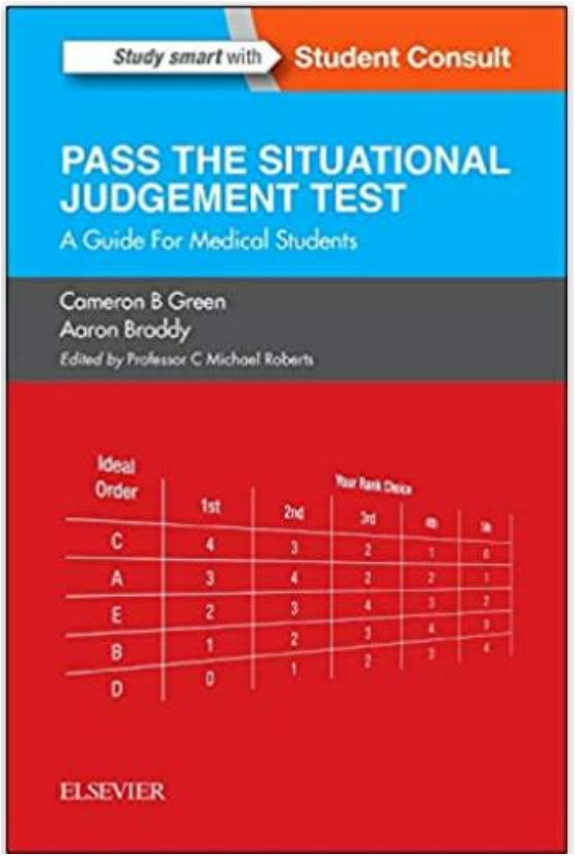
https://www.youtube.com/watch?v=8Nq1bigDwdQ&ab_channel=Emedica

IMG Marvels
4.1K subscribers

SJT COURSE - 20 RULES TO ACE THE SJT EXAM UKFPO

20 videos • 48,347 views • Last updated on Sep

https://www.youtube.com/playlist?list=PL-YwJ-U3wfyVeu9gLUAsshdXkjt_PhkIm



PearsonVue Links

- UKFP SJT Tutorial
- Pearson VUE test tutorial
- UKFP Practice Paper (F1)

Preferencing & Allocation

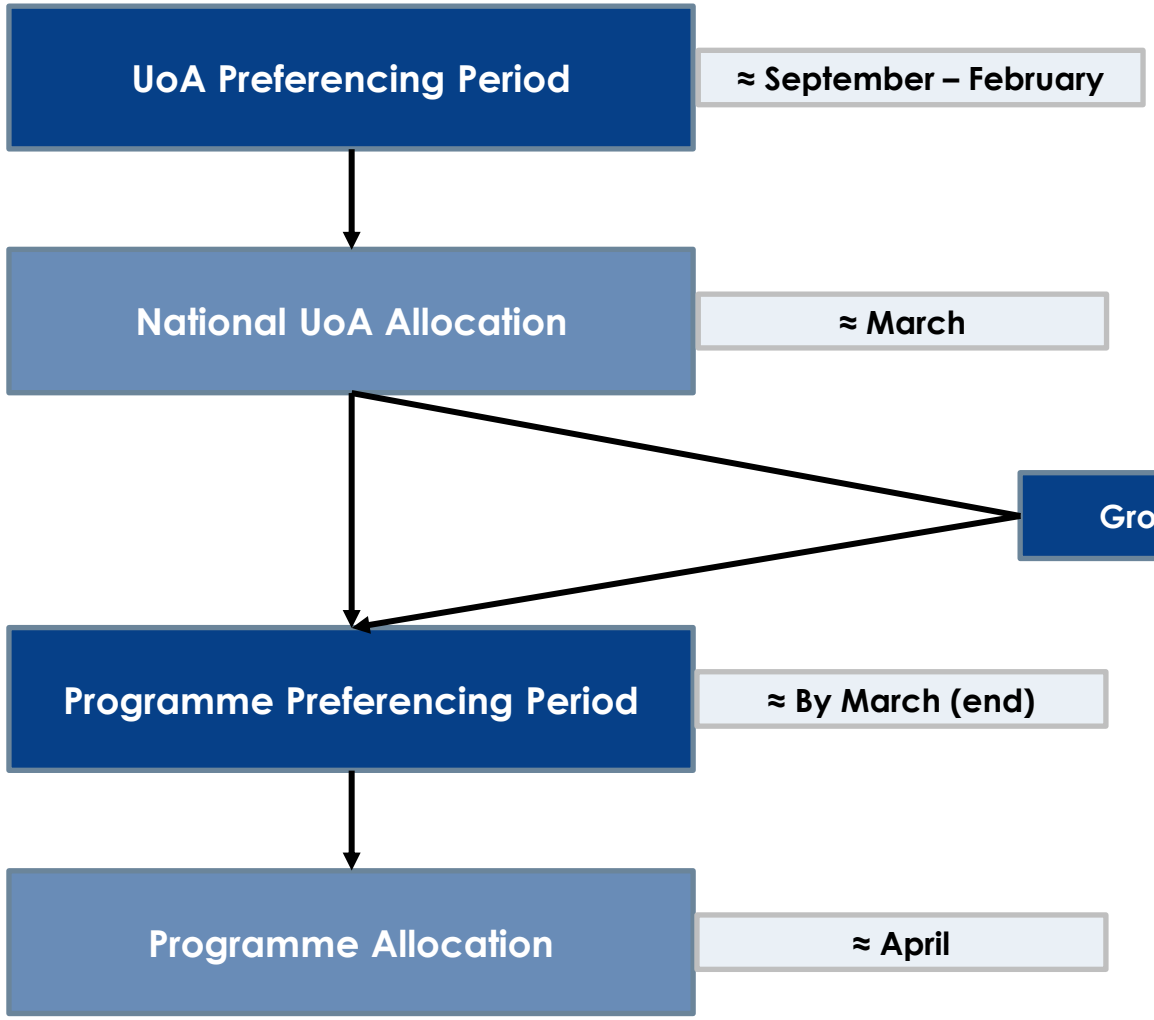
- Preferencing:
  - Ranking Units of Applications (UoAs) → (Group) → Programme (i.e. Jobs)

For FP applicants	MUST rank all UoAs
For SFP applicants	ONLY select Two UoAs
For FPP applicants	Directly rank programmes

- Allocation based on:
  - Higher Score = Higher Rank = Higher Likelihood of First-Choice Job

For FP / FPP applicants	EPM + SJT = 100 points
For SFP applicants	Individual UoAs Criteria

Preferencing & Allocation (For FP)



Two-Stage Process

Group Preferencing Period — ≈ within 1 week

Yorkshire Humber
Scotland
South Thames
North-West of England….

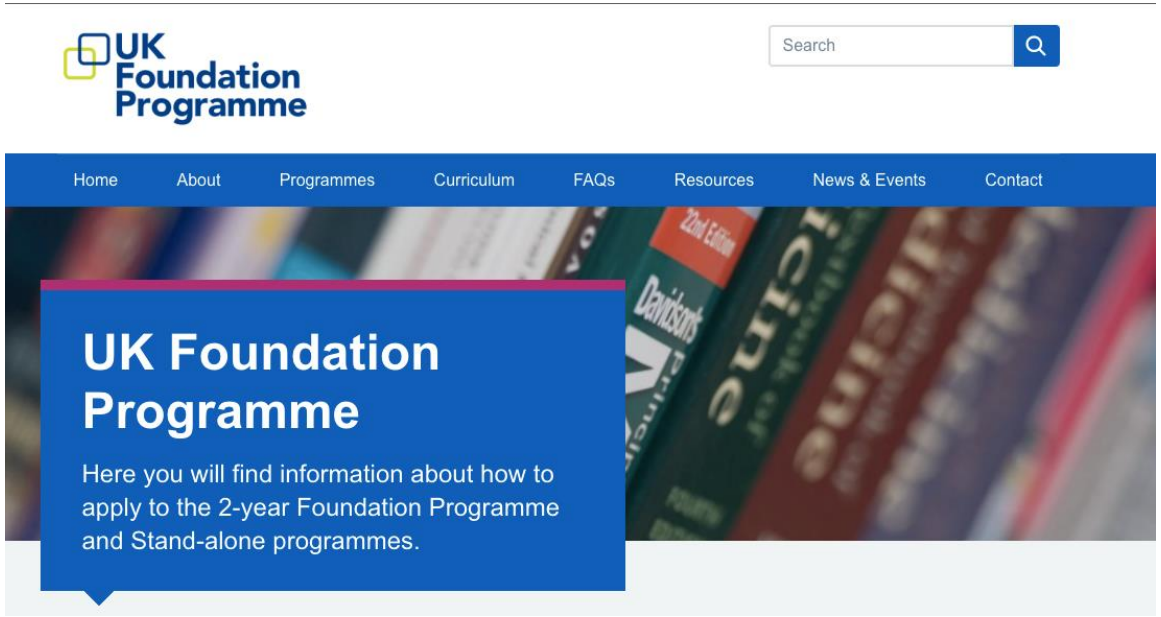
Deciding on Deaneries:
Factors to Consider

- Specialty / Rotations
- Allocation score / Competition ratio
- Satisfaction Scores (GMC Survey)
  - *Messly*
  - *Junior Doctors UK*
  - *Messly Training Navigator*
- Location
- Financial / Lifestyle / Personal Circumstances

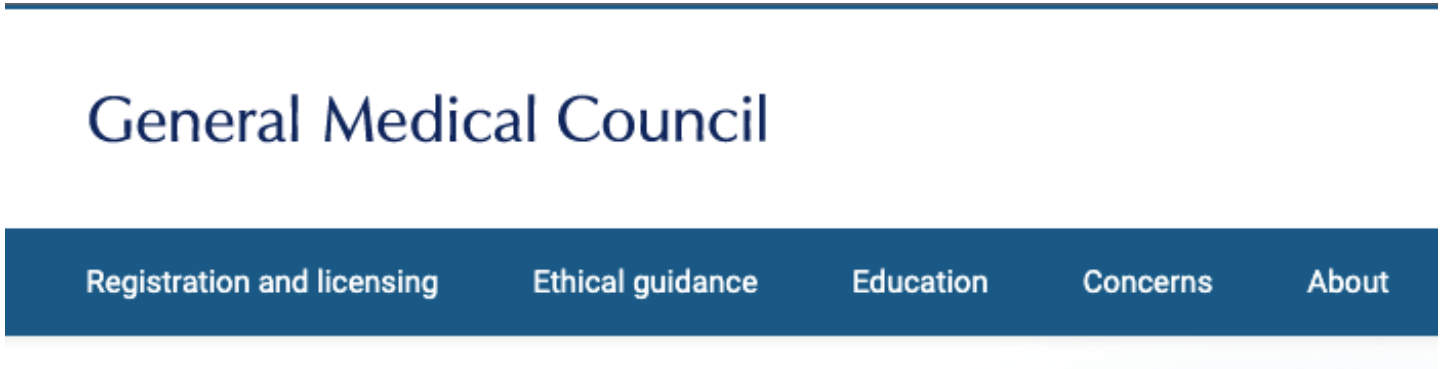
After Securing Job: Last Steps

EPIC Verification	• Around May (if done with Exams) • Verify Diploma (PMQ) for GMC Registration
↓ **GMC Registration**	• For Provisional Registration (needed for working as FY1 doctor) • Earliest: April (late) – May • Deadline: July (early)
Certificate of Sponsorship	• After securing job • Apply after receiving details from Oversee Sponsorship Team (HEE) • Receive not before 3 months of start date • Used for applying for Visa
↓ **Health & Care Worker Visa**	• Takes about 3 weeks (outside UK)
Pre-Employment Checks	Your UoA / Trust will contact you via Email • STEP form • TRAC system registration

Stay updated!



[UK Foundation Programme]



[General Medical Council]

Take Home Messages

- Plan Ahead & Prepare your documents
- Beware of Deadlines
- Keep up-to-date with guidance / changes
- All information is available on Internet
  - If not found / special circumstances, contact them

Thank you

Good Luck!

agastyap24@gumed.edu.pl
sanyukta.j14@gmail.com