

medway school of pharmacy

Accreditation of Prior Experiential / Certificated Learning (APECL) Guidance

This guidance has been produced to help students (and their supervisors) wishing to transfer to the Postgraduate Diploma in General Pharmacy Practice (DipGPP) Programme in Kent, Surrey and Sussex (KSS) provided by the Medway School of Pharmacy (MSOP), having started their studies at another Higher Education Institution (HEI) and wanting to be “exempt” from undertaking learning or assessments.

For more detail this document should be read alongside the MSOP Post Graduate Courses Academic Regulations which can be found on Moodle.

APECL (Accreditation of Prior Experiential / Certificated Learning) is the term used when students with credits from previous study wish to put these towards studying another programme. For example, a student who has completed their PG Certificate in General Pharmacy Practice (Foundation Stage 1 or FS1) at another HEI and wishes to move to MSOP to complete their Diploma in General Pharmacy Practice (Foundation Stage 2).

All universities' Academic Regulations require students wishing to transfer to another academic programme to demonstrate that their learning at the other HEI is equivalent to that of the new HEI's programme. The Quality Assurance Agency for Higher Education (QAA) set the following criteria; Acceptability, Sufficiency, Authenticity and Currency.

The KSS DipGPP programme comes under the umbrella of the Joint Programmes Board (JPB) and meets the core elements of a JPB DipGPP programme by having:

- Generic, overarching learning outcomes
- A common curriculum which develops pharmacists who are able to practice at a general practice level.
- A common approach to assessment. (There may be variations in the assessment schedules utilised by the partner Schools of Pharmacy but the overall purpose and outcome of assessments is shared).
- A common approach to quality assurance.

Therefore, students who have achieved credits in another JPB DipGPP programme will be deemed to have undertaken an equivalent learning experience and will be eligible for APECL.

The MSOP Post Graduate Courses Academic Regulations, in line with most HEIs, apply a limit on credit transfer through APECL. This is 60 credits for a 120 credit Diploma such as the DipGPP programme.

Spent (out of date) credits cannot be considered for APECL which means that students must complete their DipGPP within 6 years of starting the Certificate in General Pharmacy Practice (CertGPP)

All applications for APECL will be considered on an individual basis so hospital Trusts should **never** assume a prospective candidate will be successfully transferred. The following has been prepared as a guide for applicants:

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Example scenario	
A student moves to another Trust in the Kent, Surrey and Sussex area at any time during their DipGPP programme.	The KSS Foundation Programme runs throughout Kent, Surrey and Sussex so no changes in student registration are required. However, academic facilitator (AF) and HEKSS must be informed of any changed circumstances, in particular, the names of the new Trust and the new Educational Supervisor (ES) and their contact details. It will be the student's responsibility to agree arrangements for completing work-based assessments and portfolio tasks between the two Trusts. AFs will offer advice and support, on request.
A student has been awarded a Certificate in General Pharmacy Practice (60 credits) from a JPB partner HEI but has recently moved to a Trust in Kent, Surrey or Sussex and wishes to complete their Diploma in General Pharmacy Practice at MSOP.	<p>The student should apply to MSOP to APECL their 60 credits by writing to the Programme Leader and including their Academic Transcript as evidence of achievement of 60 credits.</p> <p>The University will process this application through the university committees but it is anticipated that the APECL will be accepted within 4-6 weeks of receipt of the application.</p> <p>Where a student wishes to start the Diploma in General Pharmacy Practice before their APECL application is accepted permission should be sought from the Programme Leader.</p>
A student has started their CertGPP at another Trust but has moved to a Trust in Kent, Surrey or Sussex before attaining any Academic credits.	<p>APECL cannot be used in this scenario because the student has not gained any credits.</p> <p>The student has two options</p> <ol style="list-style-type: none"> 1) To continue the Certificate in General Pharmacy Practice at the original HEI if the HEI is agreeable. Once they have achieved their Certificate (60 credits) they can apply to APECL to the DipGPP (as above). Where appropriate, the student can complete their portfolio and associated work-based assessments in the KSS Trust but the academic assessment of the portfolio will be undertaken by the original HEI. The KSS Trust will need to contact the original HEI to make any necessary arrangements for the student to continue studying with them 2) To apply to study the CertGPP at MSOP and join the first available cohort. A full fee would be payable but it may be possible to grant exemptions from attendance at a small number of Learning Sets if the student can demonstrate that they have attended equivalent sessions at the previous HEI. Any portfolio activities completed at the first hospital can be included in the final portfolio.
A student has been awarded a CertGPP (60 credits) and started their DipGPP at a JPB partner HEI. They have recently	The student is only able to APECL 60 credits to MSOP or UB so any FS2 assessments undertaken at another JPB HEI cannot be included within APECL. It is also important to recognise that the KSS Foundation programme comprises two 6 month courses whereas the majority of JPB programmes have three 6 month courses. Therefore, whilst the

<p>moved to a Trust in Kent, Surrey or Sussex and wish to complete their DipGPP as a student at MSOP.</p>	<p>Diploma in General Pharmacy Practice achieved is equivalent in all JPB HEIs the method of delivery differs.</p> <p>The student has two options</p> <p>1) Apply to APECL 60 Certificate credits and apply to start the Diploma at MSOP (see above). The student will be able to use any relevant portfolio entries in their FS2 portfolio. This option is probably best suited for a student who is at an early stage of FS2 when they move to a KSS Trust.</p> <p>2) To continue the DipGPP at the original JPB HEI. Where appropriate, the student can complete their portfolio and associated work-based assessments in the KSS Trust but the academic assessment of the portfolio will be undertaken by the original HEI. The KSS Trust will need to contact the original HEI and make any necessary arrangements for the student to continue studying with them.</p>
<p>A student has been awarded a postgraduate qualification from a non-JPB partner HEI but has recently moved to a Trust in Kent, Surrey or Sussex and wishes to study for a DipGPP at MSOP.</p>	<p>The student needs to make an APECL application that demonstrates that they have achieved learning equivalent to that in the Post-graduate Certificate in General Pharmacy Practice.</p> <p>Initially the student will write to the Programme Leader outlining their request for APECL.</p> <p>The student will be given further information and access to MSOP DipGPP resources on Moodle to help them prepare their APECL application.</p> <p>The student will then produce and submit</p> <ul style="list-style-type: none"> • A statement detailing their supporting evidence which demonstrates their learning (see Appendix 1) for further information. • A portfolio of evidence to demonstrate learning as detailed in their supporting evidence which will be assessed by an independent academic. As a minimum the portfolio will include <ul style="list-style-type: none"> ○ CV to include current responsibilities ○ Personal statement ○ Record of continuing professional development for past 3 years, which may include learning outcomes of any certificated learning ○ Student transcript and learning outcomes from any credits that the student has included in their supporting evidence ○ Mapping of experience / learning to learning outcomes of course (or external body requirements) for which APECL claim being sought <p>The application will be considered and one of 3 recommendations will be made. See Appendix 1</p> <p>Recommendation1 – The applicant has demonstrated achievement of the Learning Outcomes and may proceed to the DipGPP (Foundation Stage 2).</p> <p>Recommendation 2 – The Applicant has demonstrated achievement of</p>

	<p>the majority of the Learning Outcomes but further assessment is required in order to proceed to the DipGPP (Foundation Stage 2).</p> <p>Recommendation 3 – The Applicant has not demonstrated sufficient achievement of the Learning Outcomes and is advised to register for the CertGPP (Foundation Stage 1).</p>
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Please note: This guidance only refers to students applying to APECL credits to study on the KSS DipGPP programme at MSOP. Students who wish to move from the KSS DipGPP programme to another HEI need to contact that HEI direct as each HEI will have their own Academic Regulations.

APECL fees

No fees will be charged for APECL from students who have attained academic credits for a JPB Certificate in General Pharmacy Practice and wish to join the KSS DipGPP Programme for Foundation Stage 2.

An administration fee may apply for students applying to APECL credits from other non-JPB partner postgraduate programmes.

Addressing Gaps in Learning Outcomes

It is acceptable for prospective candidates to address any gaps during the APECL process or even after starting the first Foundation Stage 2 course, but bear in mind these courses carry a very heavy workload. You should have an agreed plan in place with your EPD and relevant workplace senior colleagues as to how you will meet the outstanding learning outcomes, ideally before starting the first DipGPP (Foundation Stage 2) course.

Appendix 1 Information required to support an Application for APECL of a non-JPB PG programme to allow direct entry into the KSS DipGPP

The table below summarises the Learning Outcomes (LOs) for the KSS PG Cert GPP with examples of supporting evidence.

KSS PG Cert GPP Learning Outcomes		Examples of supporting evidence
1	Apply advanced clinical pharmacy knowledge and skills independently in order to identify, prioritise and resolve complex pharmaceutical problems in a range of common conditions.	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Testimonials • Work-based assessments e.g Mini-CEX, CbD • Written interventions
2	Critically review the overall management and monitoring of patients with a range of common disease states	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Written interventions • Work-based assessments e.g. mini-CEX, CbD • Testimonials
3	Systematically apply an evidence-based approach to the management of a range of common conditions and use this to individualise patient care.	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Written interventions • Work-based assessments e.g. Mini-CEX, CbD • Testimonials
4	Have a conceptual understanding of the application of pharmacokinetic and pharmacodynamic principles to the design of appropriate drug regimens.	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Written interventions
5	Discuss critically the organisation and structure of the NHS and to offer critical insight into the complexities associated with the delivery of pharmaceutical care across sectors in order to improve patient outcomes	<ul style="list-style-type: none"> • Plan and record CPD entries • Testimonials • Certificated learning with appropriate LOs. • Written interventions
6	Assimilate information from a variety of sources and use it to identify, prioritise and resolve as an autonomous practitioner the complex medicines management needs of patients, carers and other social and health care professionals.	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Written interventions • Work-based assessments e.g. mini-CEX, CbD • Testimonials
7	The ability to consult effectively with patients, carers and the multi-disciplinary health care team, respecting diversity and confidentiality, and taking into account diverse health beliefs and local working practices.	<ul style="list-style-type: none"> • Certificated learning with appropriate LOs • Written interventions • Work-based assessments e.g.MRCF • Testimonials
8	Have a systematic understanding of the	<ul style="list-style-type: none"> • Certificated learning with appropriate

	principles of clinical governance and how to relate them effectively to the complex decisions required during the practice of pharmacy in order to achieve improved quality outcomes.	LOs <ul style="list-style-type: none"> • Written interventions • Critical incident reports
9	A Have a critical insight into the advancement of their development as a pharmacy practitioner through CPD and lifelong learning.	<ul style="list-style-type: none"> • Plan and record CPD entries • testimonials • Reflective diaries • Written interventions

In addition evidence must be provided that the requirements of the KSS Foundation Stage 1 Syllabus have been met.