



Qualifications for Membership Review Group Terms of Reference

Purpose

This group has been established to review and approve new qualifications recognised for the award of Membership (MFPM), and for the periodic review of qualifications already approved.

Principal responsibilities and outputs

The principal responsibilities of the group are to:

- Review new qualifications using the agreed criteria and make recommendations for the acceptance of these qualifications for MFPM (see appendix 1)
- Review currently approved qualifications at least every three years to confirm if there have been any changes to the course content or assessment since the qualification was approved (see Appendix 2)
- Undertake research, as needed, to support the recommendations made and to identify qualifications for review

Membership of the Review Group

Membership of the group will include representation from the following stakeholder groups:

- Membership Committee
- Education and Standards Committee
- Wider FPM membership
- FPM Head of Membership
- FPM Registrar

The number of members will be 6-8. The group will be chaired by a member of the Membership Committee and secretariat support will be provided by FPM's Events and Membership Manager. Review group members normally serve for a period of three years. This can be extended to a maximum of six years if re-appointed.

Meeting frequency and location

The group will meet twice a year, but only if there are qualifications to review, with meetings held online. Group members will also provide additional input on specific matters between meetings as required.

Reporting and authority

The *Qualifications for Membership Review Group* is a sub-committee of the Membership Committee. The Membership Committee has delegated authority to this group to undertake the reviews on its behalf. This group will report directly to the Membership Committee twice a year to make recommendations on the acceptance, or removal, of qualifications accepted for the award of MFPM.

The Membership Committee will consider these recommendations and approve or not the inclusion of new qualifications accepted for the award of MFPM.

Appendix 1: Criteria

The criteria on which qualifications are to be reviewed and agreed upon. The qualification must:

- Be a post graduate diploma or higher
- Be awarded by an accredited university or an accredited professional body
- Cover the entire PharmaTrain syllabus if being benchmarked against DPM, or the entire DHP/DET syllabus if being benchmarked against these qualifications
- Be awarded based on completion of a formal knowledge-based assessment which encompasses the curriculum and assessment could be by exam, course work or a combination of both

Appendix 2: Accepted qualifications (approved 4 July 2022)

The following qualifications were reviewed and met the criteria.

- CEMDC Cooperative European Medicines Development Course from Semmelweis University, Hungary*
- Master in Preclinical and Clinical Research and Development of Drugs from University of Milano Bicocca, Italy
- Masters / Diploma in Pharmaceutical Medicine from Trinity College Dublin, Ireland
- Masters / Diploma in Pharmaceutical Medicine from Hibernia College, Ireland
- Diploma in Medicines Development from Stellenbosch University, South Africa
- Masters / Diploma in Pharmaceutical Medicine from University of Surrey, UK
- Diploma in Pharmaceutical Medicine from James Lind Institute, Switzerland

* The programme has changed so we will only award holders of this qualification if they qualified on or before the year the course content changed.