

APPENDIX 3

Non-Medical Prescribing Proposal Form

Completed form to be sent to: Head of Nursing (Trust NMP Lead) who will provide overall approval

| |
|--|
| Nominees Name: Designation: Division: Workplace address: Telephone No: Email: |
|--|

| |
|---|
| Line Manager Name: Telephone No: Email: |
|---|

| |
|---|
| Divisional NMP Lead Name: Telephone No: E-mail: |
|---|

Nominee

You will need to have the below before applying

- Evidence of ability to study at minimum academic level 5 (diploma) to access academic level 6 (degree) study or evidence of academic level 6 study (degree) to access academic level 7 (masters) study.
- Evidence of at least 3 years (for nurses the year prior to application must be spent in the clinical area the nominee intends to prescribe) post registration clinical experience or part-time equivalent. For pharmacists this is 3 years post qualifying clinical experience or part-time equivalent and 2 years post registration experience or part time equivalent in the field they are going to prescribe in (See [1.3.2 Appendix 1](#))

Nominee Supporting Statement Explain why you wish to undertake the course

Signature:
Date:

Line Manager

Successful nominees will be required to be released from practice for both taught theory and medical supervision (26 days theory and 12 days practice)

How will nominee's duties be covered for the duration of the course?

Declaration Statement:

"As line manager, I confirm that the nominee has received an appraisal for their suitability to prescribe and the nominee states they have appropriate numeracy skills. I confirm full release support, totalling a minimum of 38 days equivalent, and that the nominee will have prescribing role on completion of the programme."

Signature:

Date:

DBS Confirmation

"As line manager I confirm that the nominee has an up to date Enhanced DBS check conducted by Mersey care NHS Foundation Trust."

Signature:

Date:

Divisional NMP Lead

Please provide a supporting statement for the nominee in the box below, please consider:

- Outline of the intended prescribing role and why this nominee should be selected for entry on to the course.
- Rationale for the need for the new role and the overall objectives in terms of benefits to patients, employees and any gaps in service.
- Confirmation that the nominee has access to a prescribing budget and that the drugs they will provide are currently funded by Mersey Care NHS Trust.
- Confirmation that the nominee will have the necessary support in place during and after NMP training.

Divisional NMP Lead supporting statement:

Signature:

Date:

Designated Medical Practitioner (DMP)

A Designated Medical Practitioner (DMP) must be identified and agreed prior to proposal form being submitted.

The identified DMP must fulfil the following criteria:

- Has had at least 3 years relevant clinical experience and has the support of the employing organisation.
- Is currently working as an employee's grade, ST4, or a Consultant within an NHS trust or other NHS employer.
- Is within a GP practice and is either vocationally trained or is in possession of a certificate or equivalent experience from the Joint Committee for Post-Graduate Training in General Practice (JCPTGP) or is a specialist registrar, clinical assistant or a consultant within an NHS Trust or other NHS employer.
- Has the support of the divisional NMP Lead to act as the DMP who will provide the nominee with supervision, support and opportunities to develop competence in prescribing practice.
- Has some experience or training in teaching/supervising practice.
- Normally works alongside the NMP student in every day clinical practice.
NOTE: *If this is not possible (such as a nurse led service), arrangements can be agreed for another Doctor to take on the role of DMP providing the above criteria are met and the learning in practice is related to the field in which the trainee prescriber will practice.*
- Has the support of the employing organisation or GP practice to act as the designated medical practitioner who will provide supervision, support and opportunities to develop competence in prescribing practice.
- They must provide dedicated time and opportunities.
- Is familiar with the requirements of the programme and the need for the nominee to achieve the learning outcomes.
- Is familiar with Mersey Care NHS Trust related Policy and procedure for NMP and other relevant local prescribing guideline and protocols.

Proposal for the nominee's time with nominated DMP (please tick relevant boxes):

- Already spends at least 1 day per week together in prescribing environment
- Will shadow outpatient clinic
- Will shadow in-patient prescribing situations
- Will require shadowing/mentorship outside of the trust
- Other ***specify below***

DMP Name:

Area of Practice:

Position:

Permanent Employee of the Trust (tick): YES NO

Length of experience in same field as NMP nominee:

Work address:

Postcode:

Telephone No:

Email:

Signature:

Date: