

Guidance: PMETB approval of out of programme experience

This guidance explains PMETB's requirements for the approval of any out of programme experience (OOPE), including overseas and research.

PMETB only requires this documentation if the out of programme experience (OOPE) is to contribute towards a Certificate of Completion of Training (CCT).

PMETB requires the following documents to consider approval of out of programme experience:

- 1 A formal covering letter from the deanery to PMETB seeking prospective approval of the OOPE post and confirming that this post has deanery support. PMETB cannot accept applications from individual trainees or colleges/SACs/faculties without the deanery support.
2. Confirmation that the OOPE post has the explicit written support of the relevant royal medical college representative(s). Local college representatives must act in accordance with the national policy of their college and should seek advice where necessary from their college to ensure consistent standards across the UK
3. A statement detailing the purpose and structure of the post including confirmation that the post is subject to quality management in line with PMETB requirements.

If the OOPE is not to count towards the award of a CCT, PMETB does not need to be consulted.

Requests for PMETB approval of OOPE, containing the above mentioned documentation in full, should be sent to quality.assurance@pmetb.org.uk