



## the australian college of pharmacy



# Guidelines for the awarding of Post-Nominals

The Constitution of the Australian College of Pharmacy outlines the criteria which describe the entitlement to append post-nominals associated with particular membership categories.

The following guidelines have been developed by the College Academic Board and endorsed by the College Board. The intent is to ensure rigour and provide greater clarity to the requirements of the membership categories.



**UPON APPLICATION THE ACADEMIC BOARD WILL CONSIDER ELIGIBILITY & ENTITLEMENT TO APPEND THE FOLLOWING POST NOMINALS:**

AFACP....Associate Fellow  
FACP....Fellow  
MACP (Hons)....Honorary Life Member  
FACP (HC)....Fellow Honoris Causa

**APPLICATIONS SHOULD ADDRESS THE CRITERIA OUTLINED IN THESE GUIDELINES & INCLUDE :**

Personal Details  
Qualifications & Experience  
Referee Reports

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**Turning learning & experience into wisdom.**



## SECTION 1 - POST-NOMINAL CRITERIA:

<b>Associate Fellow Status (AFACP):</b>	<p>A College Associate Fellowship will be awarded upon application.</p> <p>A Candidate for Associate Fellow should demonstrate they are experienced by both the passage of time and have performed other activities which separate them from their peers.</p>
<b>An application will be judged against the following criteria:</b>	
<b>Academic:</b>	<ul style="list-style-type: none"> <li>• Registration as a pharmacist (BPharm or MPharm registration pathway); or</li> <li>• a qualification at <a href="#">Australian Qualification Framework</a> (AQF) level 5 or above (i.e. equivalent to Diploma or above) in a cognate discipline; and</li> <li>• either a qualification at AQF level 5 or demonstrated experience and leadership in a nominated area (e.g. clinical, management, compounding).</li> </ul>
	<p><b>That is:</b></p> <ul style="list-style-type: none"> <li>• For pharmacist <ul style="list-style-type: none"> <li>○ BPharm + Diploma or above; or</li> <li>○ BPharm + demonstrated experience and leadership</li> </ul> </li> <li>• For non-pharmacist <ul style="list-style-type: none"> <li>○ At least one but desirably two diplomas (or above); or</li> <li>○ Diploma (or above) and demonstrated experience and leadership.</li> </ul> </li> </ul>
<b>Experience:</b>	<p>The candidate must have at least 2 years post registration experience during which time the candidate needs to gather evidence of self-sufficiency and leadership capability.</p> <p>Please note:</p> <ul style="list-style-type: none"> <li>• 2 years' experience. The intern year component is experiential. That is, the pathway to registration counts as 1 year post graduation.</li> <li>• the candidate's self-sufficiency and leadership qualities/experience may be demonstrated by the provision of examples in which the person: <ul style="list-style-type: none"> <li>○ guides (directly supervises or mentors) pharmacy staff</li> <li>○ participates in activities within pharmacy organisations, for example international experience or management level activities.</li> </ul> </li> </ul>
<b>Character:</b>	<p>Reports from two referees which attest to the person's character are required.</p>
<b>Fellow (FACP):</b>	<p>A College Fellowship will be awarded upon application.</p> <p>A Candidate for Fellow should show that they are experienced by both the passage of time and have performed other activities which separate them from their peers.</p>
<b>An application will be judged against the following criteria:</b>	
<b>Academic:</b>	<ul style="list-style-type: none"> <li>• Registration as a pharmacist (BPharm or MPharm registration pathway) or of an equivalent level in a cognate discipline; and</li> <li>• a qualification at <a href="#">Australian Qualification Framework</a> (AQF) level 8 (i.e. equivalent to or greater than a post-registration Masters degree e.g. M.Clin. Pharm; M.B.A.; Ph.D.); and</li> <li>• a continuing professional development level that is greater than current Pharmacy Board of Australia (PBA) requirements. The candidate should demonstrate a continuing professional development achievement of an additional 10 credits (per year) which relate to the focus of their professional practice. (eg. Clinical, Management, Compounding); and</li> <li>• presentation of a report showing the design, execution and findings of a project relevant to their practice. The project could: be a Group Three CPD activity; a contribution to the evidence base in pharmacy practice and management; or development of a business or advanced marketing plan.</li> </ul> <p>The project should be of sufficient quality to be presented or shared to a broader group e.g. the Academic Board, Pharmacy conference or published in a reputable journal. The project approach could include hypothesis or the inductive approach.</p>

<p><b>Experience:</b></p>	<p>The candidate must have sufficient years of experience to have developed self-sufficiency and demonstrated leadership. A period of not less than 5 years post registration experience is required.</p> <p>Please note:</p> <ul style="list-style-type: none"> <li>• 5 years’ experience. The intern year component is experiential. That is, the pathway to registration counts to 1 year post graduation and an additional 4 years post registration is required; and</li> <li>• 2 years’ experience in a nominated area of advanced practice is required; and</li> <li>• demonstration of the candidate’s self-sufficiency and leadership qualities/experience. This may be demonstrated by the provision of examples in which the person: <ul style="list-style-type: none"> <li>○ influences practice at a State or national level</li> <li>○ guides (directly supervises or mentors) other advanced level pharmacists</li> </ul> </li> </ul>
<p><b>Character:</b></p>	<p>Reports from two referees which attest to the person’s character are required.</p>

<p><b>Honorary Life Member (MACP (HON)):</b></p>	<p>Honorary Life Membership will be awarded upon recommendation. A candidate will be judged against the following criteria.</p> <p>The candidate will have:</p> <ul style="list-style-type: none"> <li>• contributed to the community (including contribution to the organisation and profession) – this may also be interpreted that the person may have contributed by their association to the organisation; or</li> <li>• promoted the aims and objectives of the organisation.</li> </ul> <p>For example a candidate may have <u>actively</u> participated in College activities at Committee or Chapter level for 10 years, or at Board level for five years.</p>
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<p><b>Fellow Honoris Causa (FACP (HC)):</b></p>	<p>A Fellow HC will be awarded upon recommendation. A candidate will be judged against the following criteria.</p> <p>The candidate will have:</p> <ul style="list-style-type: none"> <li>• a national and/or international profile within the profession and or industry; and</li> <li>• a history of proactive contribution to the College at this level normally for a period of at least 10 years, with an allowance for the intensity of activity to be offset against a shorter timeframe; or</li> <li>• aided or advanced one or more of the objectives of the College in a substantial way.</li> </ul>
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## SECTION 2 - APPLICATION CHECKLIST

The application should address the relevant criteria for the membership category award sought.

Please include a short cover letter, application addressing the appropriate criteria and appropriate referee reports.

**Applications may be submitted to the Chair of the Australian College of Pharmacy Academic Board by email or mail, as detailed below.**

### *Personal details*

<b>Please provide a cover letter with the following:</b>	<ul style="list-style-type: none"><li>• Membership Category – Award sought</li><li>• Academic Faculty (Clinical, Management, Compounding)</li><li>• Full Name</li><li>• ACP Membership ID Number</li><li>• Mailing Address</li><li>• Contact Phone</li><li>• Email Address</li><li>• Date of Birth</li><li>• Pharmacist Registration Number</li><li>• Year of Pharmacist Registration</li></ul>
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### *Academic Qualifications & Experience*

<b>Please provide details of the following, appropriate to the requirements for the award sought:</b>	<ul style="list-style-type: none"><li>• A copy of relevant qualifications (including testamur);</li><li>• CPD Record;</li><li>• a report detailing a project completed relevant to the applicant's practice;</li><li>• details of experience as a Pharmacist;</li><li>• details of experience in area(s) of advanced practice;</li><li>• details of contribution to the Pharmacy Community;</li><li>• details of activity in College activities (eg. Board member/Chapter Chair)</li><li>• Information in relation to what separates the applicant from their peers</li><li>• Information pertaining to the applicant's leadership qualities and experience</li></ul>
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### *Character*

<b>Please provide details of the following:</b>	<ul style="list-style-type: none"><li>• Character Reference 1 Name</li><li>• Character Reference 1 Written Reference</li><li>• Character Reference 2 Name</li><li>• Character Reference 2 Written Reference</li></ul>
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Please do not hesitate to contact the College if you would like any assistance with your application.