

SFP Frequently Asked Questions

Miscellaneous:

- Can we use an achievement that will occur in the future.
- No the guidance clearly states that they need to have evidence of the achievement at the time of submission. This is to prevent issues occurring later if the anticipated event does not take place.
- Are additional referee(s) to your FP application required for SFP applications?
- No. We would strongly recommend reading the 2024 Self-assessment guidance on the websites, so you are aware of the process.

Section 1. Sports & Competition

- Do the activities need to be done exclusively when I was attending university?
- Yes, and you must be able to evidence them.
- Can coaching experience include before University? I had assistant coached a junior cricket team. Would a letter confirming that I was an assistant coach for this junior team be satisfactory?
- No. Evidence will only be accepted for events that have taken place after joining university/starting your medical degree.
- Is a confirmation letter from the current Society President stating my previous roles and accomplishments sufficient?
- If there is no certificate provided from the competition, then a letter from the current Society President together with another form of evidence should be provided. This can be a newsletter, minutes from a meeting mentioning you won the competition or a photograph with the trophy can be used. It is up to the panel to decide if the evidence provided is sufficient, further evidence is needed or a false claim has been made. We encourage you to follow the guidance and not over or under rate the assessments.

Section 2: Voluntary Work

- For '6-months volunteering', can this include activities before University, such as weekly serving patients in a care home? If not, would being a trustee of a charity (City of Sanctuary, Sheffield) be accepted as '6-months volunteering'?
- No. Evidence will only be accepted for events that have taken place after joining university/starting your medical degree.
- Do all of the points have to be things we have done whilst in university or does charity work etc done during Sixth Form also count?
- No. Evidence will only be accepted for events that have taken place after joining university/starting your medical degree.

- I also volunteered at a hospital for over 6 months, would this count as “I have volunteered to work in the UK/abroad for more than SIX months” or does this have to be full time volunteering?
- No this does not need to be full time and can be a regular session once a week/ until the project is completed.
- I have also volunteered with one charity in different roles, could I use these to claim points in different sections (e.g. volunteering + leadership)?
- No. The guidance on the self-assessment states that it is up to the candidate to decide which achievement to use. You are advised to use the achievement/activity which gives you the opportunity to gain the highest score. You CANNOT use the same achievement in more than one section.

Section 3: Music & Drama

- No queries from previous year

Section 4: Work/ Business/ Enterprise

- No queries from previous year

Section 5: Prizes & Awards

- Would my 'BEM in the Queen's Birthday Honours List 2020' be considered a 'national award' in medicine/leadership?
- This would depend on whether it was a **national prize/award** related to medicine, Quality Improvement, research, leadership, or education. Please be aware that the achievement this award is related to cannot be used in another domain if it is being used here. It is up to the candidate to decide which achievement to use. You are advised to use the achievement/activity which gives you the opportunity to gain the highest score.
- Regarding the self-assessment tool for application for Yorkshire and Humber Specialised Foundation Programme, under the section of 'Prizes and Awards': I have received a scholarship prize for achieving a First-Class degree for my intercalation year in Pharmacology. Would this be awarded points on the self-assessment tool?
- No. The guidance states that we will not accept prizes for the best mark in an exam that is part of your course, this includes your medical degree and any intercalation.

Section 6: Teaching:

- With regards to the Teaching and QIP/Research sections, I have developed teaching projects and have also developed medical education research projects to investigate their impact. Can the teaching project and associated research project be counted as separate things (i.e. I can reference the teaching project and associated research project in the Teaching and QIP/Research sections respectively) or are they only counted as a single achievement?
- As the guidance clearly states the same achievement/ activity cannot be used in more than one domain I would review your evidence and use it to support the domain which allows you to obtain the highest score.

Section 7: Quality Improvement Project/ Clinical Audit/ service Evaluation & Research Projects

- For presenting an audit, can that be at a local department/practice meeting? Is a single loop audit accepted or does it need to be a complete/second loop?
- A single loop audit is considered as 'participation in some stages' therefore allocated 2 points, only presentation of the complete audit at a local meeting would be allocated 4 points
- For Quality Improvement Project/ Clinical Audit/ Service Evaluation and Research Projects, do laboratory-based research projects qualify? I'm hoping to claim points for a 16-week laboratory research project that I performed as part of my Masters degree. I do not plan to use this project to claim points for any other subsections
- Yes, you can use that here. It does count.
- I have recently been accepted to give an oral presentation at a national meeting due to take place in November. Can this be considered for the application, given that it has not taken place yet?
- Unfortunately, you cannot use achievements/activities that will occur in the future. You need to have evidence of the achievement at the time of submitting the application form. This is clearly stated in the self-assessment guideline.
- I was wondering if I would get points if work that I co-authored was presented at an international conference, but my colleague did the presentation rather than myself?
- Unfortunately, points are only awarded in the presentation/ awards section for presentations YOU have presented. You could claim points for your work in other sections i.e. publications if your work has been published.
- If you have over scored yourself so long it is not a massive difference, we will still honour the offer. This is decided by the panel. We encourage you to follow the guidance and not over or under rate the assessments.

Section 8: Leadership & Management

- Would my role as the 'Co-Lead: South Yorkshire COVID-19 Medical Student Volunteer Scheme' be considered as a regional role? If so, I have a letter confirming my role as the 'President of the Medical Society' but would look to get confirmation of my role during the COVID-19 pandemic.
- If your role/ title meant/ means you cover South Yorkshire, then this is would be classed as a regional role. You would need evidence to support this.

Section 9: Publications

- I wanted to clarify the difference between 'publication' and 'original research publication'?
- A publication includes articles, reviews, case reports, letters, etc. An original research publication is classed as a publication written by a researcher/ a member of the primary research team outlining their research study. It normally includes an abstract, introduction, methods, results, discussion and conclusion. It must have been accepted in a peer reviewed PubMed indexed journal. You can check if the journal is PubMed indexed on <https://www.ncbi.nlm.nih.gov/pmc/journals/>

- Would a large systematic review with meta-analysis be counted as an original research paper?
- Yes, this does count and needs to be in peer reviewed PubMed Indexed journal
- I am also wondering whether a published conference abstract will be counted towards the publication domain of the score.
- No, a published abstract is NOT the same as a publication. As stated in the self-assessment all "articles must have been accepted in a peer reviewed PubMed indexed journal". Conference abstracts aren't research article and don't go through the same scrutiny of peer reviews. Occasionally, conference paper (like mathematical or engineering conference) are full paper and undergone peer review and are published in peer reviewed PubMed indexed journal and they will count.
- If you have an abstract linked to an oral presentation or poster presentation at a conference, you could look to see how many points you qualify for in the QIP and research projects domain.
- Under the Publications section, does being a co-author on a conference abstract count as an original research publication?
- Unfortunately, a published abstract is NOT the same as a publication **as above**. As stated in the self-assessment all "articles must have been accepted in a peer reviewed PubMed indexed journal".
- If you have an abstract linked to an oral presentation or poster presentation at a conference, you could look to see how many points you qualify for in the QIP and research projects domain.
- For the publications section, I have one published original research article as a co-author and another published **abstract** of an original research. This latter article was published as an abstract in the special issue of a medically-focused journal as a symposium communication with a PMID. With this, am I eligible for score 6 or do I state score 4 for this section?
- This would score 4 points as a published abstract is NOT the same as a publication. If you have an abstract linked to an oral presentation or poster presentation at a conference, you could then look to see how many points you qualify for in the you qualify for in the QIP and research projects domain if you can't use that abstract in this domain.
- We extracted information on social risk factors and their association with maternal mortality between ethnic groups in the UK from an existing case reports. We then compiled this into a new data set to answer a novel research question - does this qualify as an original research publication scoring 6 points?
- This would score either 4 points if you are a co-author or 6 points if you are a first/ joint-first author, if your article has a PubMed Id.