

# Steps to Entry into the Evolve Intern Programme

## Step One: Expression of Interest

Complete **2010 Evolve Intern Programme Application Form and Intern Training Site Notification Form**

Forms will be distributed when Intern Programme staff talk to P4 students at the Schools of Pharmacy in August 2010

Return forms to the Society **by 29 October 2010.**

## Step Two: Secure an Intern Training Site

Your site and preceptor will both need to be approved by the Programme and your preceptor will need to attend a Workplace Assessor Training course in February 2011 if they have not already done so.

### Step Two A:

Inform the Programme of your placement if you have not already done so.

### Step Two B:

Information on taking an intern (including approval forms for sites and preceptors) are available on the PSNZ Inc website ([www.psnz.org.nz](http://www.psnz.org.nz)).

## Step Three: Register with the Pharmacy Council

Complete an **Intern Registration and Annual Practising Certificate Application Form**

Forms will be distributed when Pharmacy Council staff talk to P4 students at the Schools of Pharmacy in August 2010 along with confirmation of Council Registration and Annual Practising Fees.

For administrative purposes, return forms to the Pharmacy Council as soon as possible **before the 17 December 2010.**

The earliest date Annual Practising Certificates can be issued is **15 December 2010.**

## Step Four: Start Working in your Site

All interns must be working in their sites by 1 February 2011 **at the latest** however the Programme strongly encourages all interns to commence work as soon as possible after graduation and anticipates that the majority will have their APCs issued and commence working in their sites during December 2010.

## Enrolment Confirmation and Programme Manuals

Once you have registered with the Pharmacy Council you will receive confirmation that you have been accepted into the 2011 Evolve Intern Programme.

Programme manuals will be sent to your pharmacy mid-January AFTER you have completed registration with the Pharmacy Council.