

Wales Foundation School F2 Matching Scheme – Reallocation Policy

The Wales Foundation School recognises that from time-to-time trainees may not be able to manage their training in their allocated or current training location and may wish to be reallocated to an alternative rotation. This re-allocation policy is aligned to the UKFPO criterion for applying for an Inter Foundation School Transfer (IFST) as follows:

Criterion 1 – Parental Responsibilities

Criterion 2 – Primary Carer responsibilities

Criterion 3 – Medical Condition

Criterion 4 – Unique Circumstances

For further details on each of the criterion, please refer to the Foundation School Transfer guidance on the UKFPO: [Forms and Guidance - UK Foundation Programme](#).

It is imperative that trainees discuss their allocation and/or need for re-allocation with their current FPD prior to submitting a reallocation request. It is expected that other ways to support the trainee in their original allocation will have been explored prior to requesting reallocation.

Reallocation requests will be reviewed by a panel within the Wales Foundation School. If approved, we will aim to reallocate you to one of the locations listed in your application should a vacancy become available. If you are offered a reallocation and decline it, no further offers will be made and you will remain in your original allocation. If a vacancy becomes available in a location which has been ranked equally by more than 1 trainee, random allocation will be used to decide which trainee receives an offer of the vacancy.

If no suitable vacancies arise by **30th June 2023**, you must remain with your original allocation.

Timeline

Date (s)	Activity
Tuesday, 14th March 2023	Applicants informed of allocation to rotation via F2 matching scheme
9:00 Wednesday, 15th March 2023	Application for reallocation window opens
12:00 midday, Friday, 31ST March 2023	Application for reallocation window closes
Between 3rd April 2023 – 17th April 2023	Foundation School holds panel to review reallocation applications
Monday, 17th April 2023	Applicants informed of outcome of reallocation application
Monday 17th April 2023	Appeals window
12:00 midday, Monday, 1st May 2023	Appeal window closes
w/c Monday, 1st May 2023	Appeal panel consider appeal applications
Monday, 8th May 2023	Appeal applicants informed of decision



Application Form

YOUR DETAILS			
Surname		First name	
Email address		GMC Number	
Your current address			
	Postcode		
Phone number			
Current Health Board			
Allocated Health Board			
Please indicate the criterion which you are applying under			
Reason for requesting reallocation Please explain why you are requesting a reallocation to a different location. You must clearly demonstrate how you meet the criteria for reallocation, including explaining why you need to be in the specific area requested. Please provide as much detail as possible and include supportive documentation to validate your request (see IFST Guidance for more information: Forms and Guidance - UK Foundation Programme).			



Please rank (in order of priority – 1 being highest), which of the following hospitals you would be prepared to reallocate to – please do not rank any you would not be prepared to move to:-

HOSPITAL	RANK
Singleton Hospital, Swansea Bay	
Morrison Hospital, Swansea Bay	
Neath Port Talbot Hospital, Swansea Bay	
Princess of Wales Hospital, Bridgend, Cwm Taf Morgannwg	
Royal Glamorgan Hospital, Llantrisant, Cwm Taf Morgannwg	
Prince Charles Hospital Merthyr Tydfil, Cwm Taf Morgannwg	
Royal Gwent Hospital, Newport, Aneurin Bevan	
The Grange University Hospital, Cwmbran, Aneurin Bevan	
Nevill Hall Hospital, Abergavenny, Aneurin Bevan	
Llandough Hospital, Cardiff & Vale	
UHW, Cardiff & Vale	
Prince Philip Hospital, Llanelli, Hywel Dda Carmarthen	
Glan Gwili Hospital, Carmarthen, Hywel Dda Carmarthen	
Withybush Hospital, Haverfordwest, Hywel Dda Pembrokeshire	
Bronglais Hospital, Aberystwyth, Hywel Dda Ceredigion	
Ysbyty Gwynedd, Bangor, Betsi Cadwaladr	
Glan Clwyd Hospital, Rhyl, Betsi Cadwaladr	
Wrexham Maelor Hospital, Betsi Cadwaladr	

CONFIRMATION OF DISCUSSION WITH FPD:

I confirm that the above named foundation doctor has discussed with me their intention and reasons for requesting reallocation.

Name:	
Signature:	
Date:	

TRAINEE DECLARATION - I confirm:

- I have explained the reasons for my request to be reallocated and how these meet the criteria
- The information provided in this application form and the supporting documentation is correct and truthful

Signature: Type name or insert signature photo file if available	
Date:	

FINAL DECISION BY FOUNDATION SCHOOL DIRECTOR/DEPUTY DIRECTOR:

I confirm that I APPROVE/DO NOT APPROVE* this reallocation request (*delete as appropriate)

Name:	
Signature:	
Date:	

Notes from Foundation School Director: (To include reason if approval not given):

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