

FACULTY OF FORENSIC & LEGAL MEDICINE

of the Royal College of Physicians of London



Registered Charity No 1119599

GUIDANCE Notes

Application for Foundation Status of the Faculty of Forensic and Legal Medicine Dento-Legal Advisers

1 Background

- 1.1 Applications for Foundation Membership and Fellowship of the FFLM are strictly time limited and will be considered only from August 2018 until the closing time of 23.59 on 31st July 2021, after which time admission to DLA Membership of the Faculty will be by examination only.
- 1.2 The criteria used by other Royal Colleges for Foundation status have been adapted as the basis for Foundation Membership or Fellowship of the FFLM.
- 1.3 These criteria are:
 - 1.3.1 A minimum level of experience in the specialty. (see 2.1 and 3.1)
 - 1.3.2 Possession of relevant additional postgraduate qualification(s) in medical / dental law or allied subjects (see 4.1)
 - 1.3.3 (Fellowship only) AND evidence of the contribution the applicant has made to the specialty.

2 Foundation Membership

- 2.1 Foundation Membership will be restricted to doctors or dental practitioners who are registered with the GDC / GMC or equivalent, who have a relevant qualification (see 4.1) **AND** who have at least **THREE** years' experience in their respective specialty.

3 Foundation Fellowship

- 3.1 Foundation Fellowship will be restricted to doctors or dental practitioners who are registered with the GDC / GMC or equivalent, who have a relevant qualification (see 4.1) **AND** who have at least **FIVE** years' experience in their respective specialty.
- 3.2 Foundation Fellowship requires, **IN ADDITION** to 3.1, evidence of the significant contributions the applicant has made to the specialty.

4 Relevant Qualifications

- 4.1 Relevant postgraduate qualifications in medical / dental law or allied subjects, such as:
 - Diploma in Medical Jurisprudence (DMJ) (Clin)
 - Diploma in Forensic Medicine (DFM)
 - Diploma in Forensic Medicine and Bioethics (DFMB)
 - Diploma in Forensic Medical Sciences (DFMS)
 - Master of Philosophy (MPhil)
 - Master of Medical Law (LLM)
 - Mastership in Medical Jurisprudence (MMJ)
 - Bachelor of Law (LLB)
 - Barrister and Barrister at Law
 - Master of Arts [Medical law and Ethics] (MA)
 - Postgraduate Diploma in Law (PgDipLaw) [CPE]

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5 Appraisals

- 5.1 Although appraisals are not a standard part of dental practice and this may cause some problems with completion the application form. However, we understand that MDO employees have an annual Personal Development Review (PDR) or a similar review by their line manager / HR etc. The dates and details of these Reviews may be used in the application instead of Appraisals
- 5.2 A Certificate of Good standing from the GDC will suffice if an appraisal/PDP/PDR is not available
- 5.3 If you are struggling with the above please contact the Registrar (registrar@fflm.ac.uk) to discuss.

6 Referees

- 6.1 Two referees are required. Ideally at least one of the referees should be a Member or Fellow of the FFLM however in the initial stages it is accepted that this may not be possible and in those circumstances two Senior Colleagues will suffice.
- 6.2 Referees are expected to include the following within their reference:
 - 6.2.1 An explanation of how they know the applicant
 - 6.2.2 A confirmation of the accuracy of the information on the application form
 - 6.2.3 A description as to how they feel the applicant has contributed to the field of forensic and legal medicine (this is of particular importance for fellowship applications)

7 Exceptional Circumstances

- 7.1 In exceptional circumstances, Foundation Status may be awarded to dental practitioners or doctors who have a relevant senior appointment with one of the Medical or Dental Defence Organisations who do not have any of the above qualifications but who are working in and have made significant contributions to the specialty.

8 Application Forms and Membership and Fellowship Committee (MFC)

- 8.1 The application form specifically designed for DLA Foundation status can be downloaded from the "Join Us" section of the FFLM web site. (www.fflm.ac.uk).
- 8.2 Please complete these forms fully and then sign and date: both electronic and hand signatures are acceptable.
- 8.3 All forms should be submitted electronically to charlene.campbell@fflm.ac.uk
- 8.4 Please also send a copy of your completed application form to EACH of your referees together with a copy of (or details of the link to) the DLA Foundation Status Referee Form.
- 8.5 Your referees must return the completed form direct to the Faculty and these must arrive at the Faculty office / email before the closing date for the quarterly MFC meetings.
- 8.6 The closing dates for applications and references to the quarterly MFC meetings are two weeks before the date of the meeting and are shown in the Meetings section of the FFLM web site. Unless specifically confirmed by an email from the Registrar (which will only occur in exceptional circumstances) these submission deadlines will be strictly enforced and any late applications will be held until the next MFC meeting.
- 8.7 Please note that the completed and signed DLA Foundation Status application form and the two completed referee forms will be the only sources of information that will be considered by the

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members of the MFC. CVs will not be considered and should NOT be submitted either electronically or by post.

- 8.8 If successful, an initial registration fee and the annual subscription are payable (as per all Members and Fellows) as set out in the "Fee Information" section of the "Join Us" page of the FFLM web site
- 8.9 Any questions or problems may be addressed to registrar@fflm.ac.uk