
PRE-REGISTRATION TRAINEE PHARMACISTS SPECIALIST (PTPS) GROUP
Monday 7th January 2008 , 50 Eastbourne Terrace, London

Minutes

Present: Amanda Kemp (Chair), Beth Gormer, Alison Littlewood (Secretary), Kate Davis, Samantha Hlambelo, Julie Sowter, Helen Fawcett, Andrea Hollister, Maria Christou, Lynne Bollington, Margaret Allen

In Attendance Jill Watt (RPSGB)

Apologies: Helen Middleton, Sue Ellis, Dave Millett, Clive Moss-Barclay

A Littlewood accepted to continue as Secretary

1. Minutes of last meeting

Amendments Pg 1. New Members - typo should be 'SEMMED'
Point 3 – Strategy Group to be referred to as Main Committee

Accepted as an accurate record.

2. Matters arising

RPSGB Training managers meeting Nov 7th 2007.
J Watt reported that the minutes would be circulated shortly

Workplace assessment skills.

J Watt reported that approval to run phase 2 is pending. The feedback report has to be approved at RPSGB and an article written for the PJ.

Provisional plans are for the next pilot to run in Scotland but this has yet to be confirmed. Some amendments need to be made to the format and documentation before materials could be released for use locally by the group members. It has not been decided whether payment will be requested for delivery of future sessions or how the session will be delivered.

A support network for tutors who attended the pilot sessions is to be set up.

Comments from participants indicated that they were satisfied with the one-day format of the sessions.

The distinction between formative assessment vs summative sign-off was discussed.

J Watt confirmed that this was covered in the pilot materials. Selection of appropriate assessment tools was addressed and the concepts appeared to be understood.

Expert Group – Fit for the Future

J Sowter represented the group at the first meeting in Dec 2007, and gave a brief update.

The group comprises 14 members with representatives from Heads of Schools, Home Countries, RPSGB Council, Academics, Company Chemists, NHS Scotland, NHSPED, and RPSGB staff, Nicola Tyers, Damian Day and Sue Ambler.

The group are to consider what needs to be taught, learned and assessed in undergraduate and pre-registration trainee pharmacist programmes. They have been asked to produce a document to indicate what form an "integrated model" could take. They have worked with the feedback from the first consultation Models will be looked at on which they can base further proceedings.

J Sowter brought a number of questions to the group for comments that she could take back to the next meeting.

The questions in brief:

- A** When should pharmacy students choose which sector they intend to practice in?
- B** What are the main qualities that for are looked for in a newly registered pharmacist?
- C** Which qualities require clinical experience?
- D** What limits the training capacity of the NHS environment?
- E** (i)What QA mechanisms work well to support learning?
(ii) what needs further support?
- F** What are relative merits of integrating pre-registration and undergraduate pharmacist training?

There was discussion around all points. J Sowter noted the response but would like to receive any further ideas. **Action** : members to send further comments to J Sowter

3 National Recruitment Scheme 2009 update.

Progress report and costings previously circulated by H. Middleton. Appendix 1 - all requested changes accepted

Presentation also circulated as an "interim version" until the new website becomes current in March 2008.

There was discussion as to who should receive hard copies of the printed booklet and if it was sufficient for each Trust to receive a PDF for their Region.

It was agreed that hard copies are required for Regional Leads and further information on costings per print-run is needed for clarification to see if hard copies per Trust could be produced.

It was noted that there had been a poor response made by Trusts to the request from Webstar for update to their pages. It was agreed that if two contacts were named, both would be sent messages in future.

Regional recruitment panels–

Action: A Kemp to feedback to H Middleton

Action: to be discussed at April meeting

Work permit update to follow from A Kemp and H Middleton

Job descriptions

Society's principles of Education. Part1 Section 1.3

<http://www.rpsgb.org.uk/acareerinpharmacy/educationpolicy/>

"Education providers should publish information about their admission procedures, including guidance about the basis on which places will be offered and details of selection criteria and processes"

Webstar can include PDFs of Job descriptions (JD) and Person Specifications (PS) for each Trust entry (Following this meeting A Kemp has confirmed that Trusts can submit word documents or PDFs to Webstar. Webstar have contacted Trust leads for these files). Applicants to trusts who choose not to use this service will be directed to contact the trust directly for the documents.

It was suggested that a Regional JD or PS could be produced.
Each member should make local contacts to enquire if a Regional PS or JD could be adopted or each Trust chooses to use individual files. **Action** – all

It was noted that inclusion of degree confirmation/award in PS could cause a delay in start date for undergrads taking resits, i.e although the RPSGB allow the prereg year to start the day after the resit, HR departments may not allow the student to be employed as a prereg until the degree is confirmed.

4 Exit survey Destinations Data 2006-07

Draft report from K Davis circulated
Survey from previous year used, but information needs to be clarified on a number of points
There was discussion around terminology. K Davis to devise additional headings and resend to members to clarify identified points.

5 Report from Main Committee

A Kemp

Minutes will be circulated
Presentation on RPSGB / West Midlands Deanery Pre-registration Quality Management Feasibility Study was given by Dr Elizabeth Mills. (Presentation to be circulated)
Dr Mills to contact regional leads to identify good practice in existing pharmacy pre-registration pharmacist programmes .

A Kemp to review TOR and produce annual report 06/07 to the Main Committee for this group.

J Sowter and L Bollington agreed to liaise on content. Feedback at April meeting.
Objectives for all committees to be determined for 2008-09.

Action: J Sowter has list to circulate – members to send suggestions to Julie or Amanda.

6 Consultations

All collated responses submitted. It was agreed that the EQuIP consultation would not be pursued as it did not apply to the majority of members.

7 Any other business

A Hollister to bring newcomer to next meeting

B Gormer asked whether paper copies of Drug Tariff would continue to be available.

Registration examination; Trainees have to take additional documents to MEP e.g. professional standards and guidance documents.

Action: Members to check that trainees have received necessary additional documents locally.

A Kemp has copies of RPSGB questions and rationales.

Dates of future meetings- 50 Eastbourne Terrace

07 April 2008

07 July 2008

06 October 2008