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## **Pre-registration Trainee Pharmacists Specialist Group TERMS OF REFERENCE**

### **1. Introduction**

The Pre-Registration Trainee Pharmacists Specialist Group (PTPSG) is a sub-group established by the NHS Pharmacy Education & Development Committee (NHS PEDC) to focus on national strategic and operational issues relating specifically to training of pre-registration trainee pharmacists. The sub-group utilizes the expert perspectives of pre-registration training managers in the UK to inform planning and modernization strategies for pre-registration training across the UK.

### **2. Aims of the PTPSG**

- a) The overall aim of the PTPSG is to support the NHS PEDC to influence and support the development of national strategies for training of pre-registration trainee pharmacists. The PTPSG will work within the context of current national policies and priorities.
- b) The PTPSG will promote and support developments in all aspects of pre-registration training i.e. recruitment process, content and quality assurance of training programmes and retention within the NHS.
- c) The PTPSG will work with the NHS PEDC and employers to proactively support the NHS workforce planning process for pre-registration trainee pharmacists, with the objective of training sufficient pharmacists to meet pharmacy workforce needs in the modern NHS.
- d) The PTPSG will develop and maintain relationships (via the NHS PEDC) with the new professional regulator, the General Pharmaceutical Council (GPhC) and the current professional leadership body, the Royal Pharmaceutical Society (RPS), the Modernising Pharmacy Careers Board (MPCB) of Medical Education England (MEE); the Departments of Health; and other pharmacy and NHS organizations in order to inform and advise on policy and practice related to pre-registration training of trainee pharmacists.

### **3. Membership**

- a) Members hold posts that are primarily concerned with the education, training and development of pre-registration trainee pharmacists and are able to represent the NHS funded pre-registration training schemes of the geographical area in which they work.
- b) Members may be employed by an NHS organisation or another body provided that their main duties concern NHS funded training for pre-registration trainee pharmacists within: Strategic Health Authority (SHA) areas in England, NHS Wales, Scotland and Northern Ireland. Each area may be represented by one or two members as appropriate to their staffing structure / activity.
- c) The appointed manager for the National Recruitment Scheme for England and Wales (operated via the Pharmed website).
- d) Observers from the Pre-registration Division of the regulatory body for pharmacy (GPhC) and if applicable the current professional leadership body (RPS)
- e) Other parties may be invited to attend meetings for specific items.

### **4. Links with Organisations**

- a) Formal communication links are maintained with the new regulatory body for pharmacy (GPhC), the current professional leadership body (RPS), the Modernising Pharmacy Careers Board (MPCB) of Medical Education England (MEE) and other relevant organizations e.g. Schools of Pharmacy.

## 5. Principal Functions

The overall function of the PTPSG is to explore and address issues/priorities identified by the NHS PEDC which relate to the pre-registration training stage of pharmacy education.

Specific functions:

- a) Interpret developments within pharmacy and the NHS that affect pharmacy pre-registration training and respond appropriately at national level directly or via the NHS PEDC.
- b) Share information in order to support and promote good practice in the commissioning, delivery & evaluation of pharmacy pre-registration training.
- c) Support a cohesive and coordinated approach towards the delivery, quality assurance and enhancement of training schemes for NHS funded pre-registration trainee pharmacists
- d) Operate a National Recruitment Scheme for the recruitment of pre-registration trainee pharmacists into NHS posts in England and Wales and provide relevant advice to the NHS PEDC.
- e) Monitor training capacity of hospitals within each geographical area and advise accordingly.
- f) Carry out annual national surveys on success rates in registration assessment and 'first destinations' of pre-registration trainee pharmacists and disseminate collated data to the NHS PEDC and other national bodies as required
- g) Contribute to the Annual Report of the NHS PEDC covering the period from September to August.

## 6. Duties and Responsibilities of PTPSG Members

- a) Keep abreast of national developments and emerging strategies related to the pre-registration training stage of pharmacy education.
- b) Attend meetings of the PTPSG, or if occasionally unavailable, make arrangements for their nominated deputies to attend.
- c) Play a full part in enabling the PTPSG to comply with its Terms of Reference.
- d) Balance the requirement to be a member of the PTPSG with the role of representing a particular group, region or organisation(s).
- e) Maintain links with various organisations.
- f) Identify a Chair, Deputy Chair and Secretary to the PTPSG with tenure of two years.

**(Updated July 2010)**