
**Pre-registration Trainee Pharmacists Specialist Group (PTPSG)
Minutes of the meeting held on Tuesday 3rd May 2011
50 Eastbourne Terrace – London (1.30 pm)**

Present: Janet Gilbertson (Vice Chair), Alison Littlewood (Secretary), Margaret Allen, Helen Fawcett, Jill McDonald, Andrea Hollister, Helen Badham., Rachel Stretch from 2pm

In attendance: Gail Fleming(until 2pm), Trevor Beswick

Apologies: Amanda Kemp, Helen Middleton, Julie Sowter, Maria Christou
GPhC - Nicola Tyers, Suzie Ankrah
RPS - Priya Rasanayagam - CPD Support Specialist

The meeting started with a brief discussion on the most appropriate timing for attendance of invited GPhC and RPS representatives to give their updates. It was agreed that the timing should be towards the end of the agenda to avoid having to detain them through items of business that did not concern them.

1. Minutes of last meeting 17th January 2011

Item 5 – last sentence removed

Item 7. 4i – comment that ‘A Kemp offered to share a full length paper’ removed

Item 7.5 should read ‘Group invited to exhibition’ only.

2. Matters arising

Full length mock exam – A Kemp reported (via the Chair) that previous sample papers were not appropriate as they contained multiple questions from previous RPSGB papers and others sources. No action has been taken so far.

A discussion was held on whether the group should consider working on a joint paper and whether it should be of half or full length. It was agreed that trainees benefit from the experience of sitting a mock exam in preparation for the actual assessment

If the group produce a paper it cannot guarantee that produced will be representative of the true exam but it is not satisfactory that new practise questions are not available.

Action i. A Hollister agreed to liaise with J Sowter on the possibility of producing a mock paper for next summer (April 2012)

ii. Group to invite N Tyers for an update on the registration exam and sample papers at the next meeting.

3. Report from Main Committee.

H Badham and R Stretch were not present at the Main Committee meeting but several agenda items followed on from the morning and updates were given by J Gilbertson under each heading as appropriate.

The agenda items were discussed in the following order

5. **Outcomes and destinations data**

Data still outstanding has been identified and will be sent to A Kemp shortly. Numbers will then be circulated.

4. **National Recruitment Scheme**

Report previously circulated by H Middleton - no questions arising.

J Gilbertson reported that there was a request from the Main Committee for members of the PTPS group to attend a meeting on **23rd May 11.30 – 3pm** to revise the continuation of the SLA with Webstar for the 2013 intake and beyond.

Action H Badham agreed to attend

The group identified the key issues for the new SLA were development of the website to manage data and to modify the current coding system to improve collection of equal opportunities data.

The group also discussed the proposal that applications should become anonymised in keeping with NHS Jobs and NHS recruitment protocols.

In Oct 2009 H Middleton prepared an "Options appraisal for the online application system for the recruitment of NHS pre-registration trainee pharmacists (England & Wales)" but anonymity was not discussed in this paper

<http://www.nhspedc.nhs.uk/pdf/OptionsAppraisalPharmalifevs.NHS%20Jobs.pdf>

It was agreed that, with modifications to the website, it would be possible for candidates to remain anonymised to shortlisters until they were chosen for interview, at which point the identity and address details would be revealed to enable invitations to be sent out. Regional leads would be able to see all details to facilitate panel interviews if they were not involved in shortlisting.

Action Agenda item for July meeting.

6. **Modernising Pharmacy Careers Update**

MEE Workstream 1. J Gilbertson reported that the MPC paper had been accepted and the proposals would be submitted to the Secretary of State for recommendation.

Once approved this will proceed to consultation.

Workstream 2- (post registration) programme of work planned to Nov/Dec 2011. Evidence gathering is currently taking place. It is anticipated that PEDC would be invited to provide evidence for this review.

Workstream 3 – workforce planning ongoing for England.

7 **Education Fees consultation** – closing date 7th May

It was agreed that the group should submit a response.

All questions were discussed. Responses were agreed.

Action H Badham to make response for the group. (*post-meeting - submitted 6th May*)

8. **GPhC update** > **Apologies sent**

9. **RPS update**

It was noted that the GPhC Education and Training Standards – (post -consultation) have been approved.

For the 2011 cohort the current standards will still be in place

Action *PTPS Group to review new standards to see if any implications for future training*

Action *Agenda item for July meeting.*

10 **Any Other Business**

Pre-Reg Exit Questionnaire

It was reported at the Main Committee that M Christou would review the questions from the 2009-10 cohort before repeating the survey and links will be available shortly.

Members commented that they did not recall the results from 2009/10 cohort and it would be difficult to review the questions without seeing what the previous survey showed.

The group agreed that the results and the survey need to be reviewed before proceeding at a local or regional level.

Action *A Littlewood to request results and questionnaire from M Christou and circulate to group before revisions are made.*



Prereg
exitsurvey2011.pdf



Pre-reg exit survey
resultsdraft1.doc

(Post note – Files circulated 9th May)

Next Steps: Review the questions in the 2010/11 survey and send any comments to Maria by Wednesday **18 May 2011**. Maria will then create the links for each region and send **to a nominated person** from each geography for prompt dissemination to all their trainees (preferably by Wednesday 25th May 2011).

She has also agreed to share the Survey Monkey sign in details with 3-4 regional training managers who would be willing to monitor responses for a cluster of regions. Volunteers for who would be prepared to undertake this monitoring let Maria know when you send your comments on the questionnaire.

OSCE sharing data base – previously a database of OSCE topics had been compiled and members had agreed to share OSCE stations on the password protected section of the website but the area has not been populated. Members discussed the difficulties in transferring all the information relating to a station via the website or conveying the intent of the assessment. It was agreed that it would be valuable to collate a database of topics and members could request further information on a station should they be interested in using it.

Action *Members to send list of topics to A Littlewood to collate by July.*

A Littlewood to re-circulate the password

Secretary for July 13th – Andrea Hollister

Follow up from

previous

meeting

- i. AOB- Item 7.2 Jill McDonald will use Survey Monkey to collate information on which Schools of Pharmacy PTPSG members visit and attend Roadshows.

- ii Health Questionnaires: H.Badham reported that trainees need to complete them close to the start of employment.

- lii H Badham enquired whether members had SOPs for clinical checking on ward for pre-reg trainees in the last few weeks prior to registration.

Action – J Gilbertson to send programme used in Wales to Helen

Agenda - July Meeting. An invitation to the BPSA Conference was extended for 2011 but members were unable to attend. PTPSG to discuss the value of attending the next Conference and who is available

- Wednesday 13th July 2011
- Monday 17th October & Tuesday 18th October 2011

Dates of Next Meetings:

*50 Eastbourne Terrace,
Paddington*