

---

**Pre-registration Trainee Pharmacists Specialist Group (PTPSG) Meeting  
Minutes of the meeting held on Tuesday 13<sup>th</sup> July 2010  
50 Eastbourne Terrace – London**

---

**Present:** Amanda Kemp (Chair), Helen Badham (Acting Secretary), Julie Sowter, Helen Middleton, Maria Christou, Roisin O'Hare, Janet Gilbertson, Gail Fleming, Margaret Allen, Clive Moss-Barclay, Samantha Hlambelo,

**Apologies:** Alison Littlewood, Lizzie Mills, Siobhan Burke-Adams, Andrea Hollister, Anne Watson, Laura O'Loan

**Invited:** Invited and attended as indicated: Nina Barnett (PLB), Suzie Ankrah (representing Royal Pharmaceutical Society of Great Britain, Pre-registration Division) and Ross Leech (Department of Health, assisting with the modernising pharmacy careers review)

### **Minutes of the meeting**

#### **1. Minutes of the last meeting 26.04.2010**

J Gilbertson

- Item point 8: no data was received from Nicola Tyers.
- Last item regarding a band 6 survey was not requested. Removed from minutes.

Accepted as a true record

#### **2. Matters arising (not on agenda)**

Item 6: Preceptorship

Group concluded varied uptake of preceptorship (although generally few hospitals adopt this approach). Decided that preceptorship should be discussed on a local basis, in liaison with individual trust human resource departments.

Item 7: Modernising pharmacy careers work stream

J Gilbertson update: From the morning meeting - survey to be circulated looking at innovation within preregistration training and what content is delivered and when. Questionnaire will be sent to the employers (rather than regional training leads).

#### **Action:**

Regional leads:

- Encourage employers to respond to questionnaire. Encourage them to also include information of what is done well at local/region level as some local training delivered may be different to that delivered nationally.

J Gilbertson

- To ask MPC to allow regional training leads to have access to the result data from their region to improve training provided.
- Offer to MPC that regional training leads could help with dissemination of the questionnaire and encouraging response from their regions

---

### 3. Costing template for the costs of pre-reg training in the NHS

Presentation by Ross Leach (an Economic Advisor from the Department of Health (DH), and J Gilbertson on the initial findings and queries raised from the recent costing spreadsheet sent out to all regional leads.

Summary of the main points from the presentation

Ross Leach, presented a draft analysis of the cost of providing pre-registration training in hospital pharmacy. Ross is advising the Modernising Pharmacy Careers (MPC) Review Team on analytical matters, and has been working with Janet Gilbertson to gather some cost data from hospital pharmacy for the MPC Review Team to utilise in the development of their recommendations.

The findings of the draft analysis were generally fine. However, the Group asked for a further opportunity to reflect and to possibly submit additional information. This includes information on the monetary cost of trainer/pre-registration tutor(s) time and facilitators. Ross and Janet agreed to send an email with some additional information, so that people could adapt, or add to, their costs as appropriate.

There was a brief discussion about data handling. The group were comfortable with a select group of people from the MPC Review Team and the DH having access to the data, assuming it is held securely. The group felt that any analysis used publicly should be approximate, with a preference for presenting a range of costs due to the natural variations that exist in the cost of delivery across regions.

It was agreed that any data/analysis returned to the Group should not be distributed widely, and instead should probably be held by a responsible officer(s) in the PEDC group. This process should be agreed by Trevor Beswick and Amanda Kemp

Debate after presentation

- Confusion reported by members in the interpretation of some of the terms used in the costing spreadsheet (e.g. terms facilitator and accreditation forms)
  - Confirmation by R Leech that that spreadsheet is only looking at cost to train preregistration trainees, not service delivery they may provide. J Sowter suggested this should be stated in the assumptions of the spreadsheet
- R Leech accepted that the costing would be an approximate cost. He accepted that each regional programme varies greatly in delivery.
- R Leech confirmed that community preregistration training providers have been asked to provide costing data also
- C Moss-Barclay expressed caution with use of the data (as only approximate). It was stressed the data should not be used for comparison and contrasting purposes. If greater analysis is needed, more in depth research would be required. Stated concern over the purpose for the data collection.
- M Allen – concerned that the data does not reflect the actual infrastructure costs required in training a preregistration trainee
- R Leech highlighted the importance of confidentiality of the information provided. He stated he would treat the information with the highest confidence and only distribute to those who must see the individual/national review
- Group decided happy to share data with costing data with review group on proviso that information is stated as an estimate and treated confidentially.

---

**Action**

- J Gilberston to resend spreadsheet with changes/clarification of some terms used to all regional training leads for review. Regional leads to reply with revised data as appropriate.

**4. Nina Barnett: PLB – preregistration tutor support**

Presentation given (see attached)

Key points from presentation

- PLB now known as: Royal Pharmaceutical Society (RPS)
- RPSGB to dissolve to GPhc and RPS by end of September 2010.
- Website for RPS information: [www.rpharms.com](http://www.rpharms.com)
- Web discussion board proposed for preregistration tutors (of potentially all sectors) to discuss information. Concern raised by PTPSG regarding access confidentiality, moderation of communication and how the forum fits with local practice forum web discussion boards. Members welcomed the opportunity for preregistration tutors from different sectors to improve working relationships via a web discussion board.
- Concern raised that as membership to RPS will be voluntary, may get within one region some tutors being members and other not. N Barnett stated that aware of this risk and would encourage members of the RPS who are tutors to join the group

**Action:**

All members to consider how RPS could support trainees and tutors. Forward ideas and suggestions via email to A Kemp and N Barnett.

**5. Report from Suzie Ankrah: Preregistration division, RPSGB**

S Ankrah highlighted the RPSGB are aware of issues highlighted with the registration exam paper. It was explained that in Liverpool 80 trainees in several exam rooms were affected. Approximately 50 trainees were given replacement papers within a short time (usually approximately 10% extra/overage is provided to each venue in case of unforeseen circumstances). A further 30 trainees had to wait for papers to be photocopied. Some papers were also affected in Leicester however these were replaced immediately from the overage supplied. The RPSGB is currently investigating the event and reports of misconduct from some trainees during this delay to get papers photocopied. S Ankrah was not aware of any delays expected in the publishing of assessment results (due this Friday 16/7/10).

C Moss-Barclay highlighted concerns that had been raised by Chief pharmacists and the SHA in the North West regarding the integrity and quality control process to develop the registration assessment. This viewpoint was shared by other members of the committee. It was also asked if there were guidelines and standards for invigilators. S Ankrah stated the investigation into the event was still ongoing into this incident. She would forward concerns to Nicola Tyers (head of Preregistration division at RPSGB).

**Action:** S. Ankrah to feedback to N Tyers

- Update on GPhC

New registration syllabus to come out six months ahead of the 2011 registration exam for the 2010/11 cohort.

J Sowter expressed great concerns as the Trent and Yorkshire regional preregistration training programmes are mapped and organised to the current syllabus and a six month timescale to work with a new syllabus is not long enough. This opinion was supported by other regional leads. Recommendation by committee that the 2010/11 trainees should use the current syllabus. The revised GPhC syllabus should affect the 2011/12 trainees onwards.

J Sowter also asked how a change in syllabus may affect Bradford trainees who may have a split preregistration placement.

**Action:** S Ankrah to feedback concerns to N Tyers

- Tutor standards

S Ankrah informed that the GPhC are developing tutor standards. The standards will be available for comment as part of a consultation process later in 2010. The standards are likely to come into action in 2012.

- Preregistration tutor list

S Ankrah informed that the GPhC will develop a list of approved preregistration tutors. It was clarified that this list currently would not lead to the pharmacist having an additional annotation on the register (like prescribers currently have) however this may change in the future. It is aimed that the list of tutors, who meet the tutor standards, would be a publicly viewable.

- Training sites

S Ankrah informed that training sites currently approved under the RPSGB will be automatically approved under the GPhC. The GPhC will list training sites and new premises standards are likely to be developed.

- Registration assessment format

The examination will continue as previously – it will be called an assessment in the future.

- Training time limit

S Ankrah confirmed that the time limit for completion of the MPharm and Prereg or OSPAP and Prereg will be time limited as of the end of Dec 2013. This will be 8 years and 4 years respectively. Those who have previously started training and not completed any aspect (for whatever reason) have been written to, to tell them that they must have applied to register (and completed all aspects of qualification. For the 2010 cohort letters to be sent to all trainees around the end of September confirming this time limit.

- 2010/11 cohort

S Ankrah explained that for the forthcoming cohort, transitional procedures are in place until 20/12/2013. Trainees entering training in 2011 will be entering under the new GPhC and will be governed by any rules and regulations in place at their start date. S Ankrah and N Barnett expressed the need for effective communication between all aspects of the preregistration training during the transition period.

**Action:** S Ankrah to feedback the groups request for an assurance about transitional procedures in place with regards to the current support provided to trainees and tutors by the RPSGB and the level of support to be provided by GPhC/PLB pertaining to preregistration issues.

---

## 6. Outcomes and destinations data

A Kemp highlighted several documents that had been circulated via email recently

- Revised format and timescale for 2009-2010 cohort
- Outcome data questionnaire
- 2009/10 Pre-registration Trainee Pharmacists Exit Survey (sent by M Christou)

**Action:** All members to respond to questionnaires accordingly. All members to send a reminder email to trainees in region regarding the 2009/10 Pre-registration Trainee Pharmacists Exit survey (response rate currently low).

## 7. National Recruitment Scheme

Report circulated by H Middleton prior to the meeting.

Priority issues highlighted:

- H Middleton thanked those members who could not be at the meeting today but had sent comments in already and welcomed other members to do this if not attending a meeting
- H Middleton drew attention to the last entry in the report (MAC consultation on limiting the numbers of immigrants, page 8) and the importance of a change would make to the pharmacy workforce. H Middleton stated she would draft a response statement and send to the committee by email for comment.  
There are 2 consultations MAC and UKBA. Helen drafting a response to the UKBA consultation, not the MAC consultation
- Other issues raised in the document would be communicated via email or discussed at the October meeting.

**Action:** H Middleton to circulate a draft response to the MAC consultation via email. Members to comment and reply.

## 8. Report from Main Committee Morning meeting

Due to time issues during the meeting the main points of the morning meeting to be circulated via email.

PTPS Terms of Reference: M Christou stated minor comments and corrections received. Committee accepted the PTPS terms of reference with the changes.

## 9. Any other business

CPPE Stakeholder event report: J Sowter: in the interests of time, summary of the event to be circulated via email

S Hlambelo: reminded committee of request from the London region requesting ideas for improving retention rates post registration. C Moss-Barclay referred to information collected from task and finish group last year.

**Dates of Next Meeting:** Monday 18 (& Tuesday 19 for Focus Event) October 2010

- Monday 17<sup>th</sup> January 2011
- Tuesday 3<sup>rd</sup> May 2011
- Wednesday 13<sup>th</sup> July 2011
- Monday 17<sup>th</sup> October & Tuesday 18<sup>th</sup> October 2011