

## MAIN COMMITTEE

### Confirmed Minutes of the meeting held on Tuesday 13<sup>th</sup> July 2010 50 Eastbourne Terrace, Paddington, London

**Present:**

**Main Committee Members:** Trevor Beswick (Chair), Helen Fawcett (Secretary), Sue Ambler, Maria Christou, Vanessa Eggerdon, Gail Fleming, Janet Gilbertson, Chris John, Julie Jordan, Amanda Kemp, Helen Middleton, Clive Moss-Barclay, Cath O'Brian, Roisin O'Hare (from 10.25 am), Peter Rolland (from 10.10am), Susan Sanders (from 11.30 am), Julie Sowter.

**In Attendance:** Tamsin Régnès (Assistant Director, London Pharmacy Education & Training), Sally Kemp (from 11.00 am).

**Apologies:** Chris Cutts, Andrea Hollister, Jill McDonald, Laura O'Loan, Alison Sampson, Anne Watson.

1. **Minutes of the last meeting: 26<sup>th</sup> April 2010**

Minutes accepted as accurate.

2. **Matters arising**

**2.1 – Circulation of the final report of the DH Task and Finish Group on pre-registration trainee pharmacists**

Members confirmed that the report had been circulated. T Beswick reported that the Group will be meeting again on 25<sup>th</sup> August to monitor the recruitment for 2010 and the anticipated pre-registration pharmacist numbers for 2011.

**2.2 – Pre-registration training pharmacist numbers 2010 intake**

A Kemp reported that the Pre-registration Trainee Pharmacists Specialist Group was collecting data on pre-registration pharmacist numbers for 2010 and 2011. This would be shared with the Task and Finish Group when available. A trawl of the expected numbers for 2011 showed that most regions anticipated a reduction in numbers.

**Action:** A Kemp to collate the data on pre-registration pharmacist numbers for 2010 and 2011 and circulate to Committee members and the Task and Finish Group.

Under this Item T Beswick reported that the Migration Advisory Committee (MAC) has published a consultation on 'Limits on non-EU migration' and how these limits would work in practice (see update from H Middleton on the National recruitment scheme for pre-registration pharmacists circulated previously).

<http://www.ukba.homeoffice.gov.uk/sitecontent/documents/aboutus/consultations/limits-on-non-eu-migration/>

A separate consultation by the UK Borders Agency is looking at how the limits on economic migration by nationals of countries outside the European Union, through Tiers 1 and 2 of the points-based system, should be implemented. Following a discussion it was agreed that H Middleton would review the policy options and draft a response for circulation to members.

<http://www.ukba.homeoffice.gov.uk/sitecontent/documents/aboutus/workingwithus/mac/mac-consultation-annual-limit/>

**Action:** H Middleton to prepare a draft response and circulate to members for comment.  
Deadline for submission mid-September.

**3. Appointment of Vice-Chair**

H Fawcett reported that she had still not received any nominations for the post of Vice-Chair. S Sanders had previously stated that she would take up the position if there were no nominations. C Moss-Barclay also stated that he was willing to help out, if required. Both these offers were accepted.

**4. Research into the retention of band 6 and 7 pharmacists**

**Pre-registration pharmacists survey**

M Christou reported that the survey had been circulated via regional leads. Interim analysis showed that there were approximately 250 responses (less than 50% of current pre-registration pharmacists).

**Action:** members to send out a reminder requesting pre-registration pharmacists complete the survey.

**Band 6 and Band 7 pharmacist R&R surveys – Final content and Time frame for dissemination by regions**

M Christou reported that the survey was nearly ready for circulation. Following a discussion it was agreed that regional leads would circulate it mid-September.

**Action:**

- M Christou to finalise the survey
- Final questionnaire to be circulated to band 6/7 pharmacists mid-September by NHS PEDC members

**5. Pharmacy Training Costs**

J Gilbertson reported that the template to capture data on training costs had been circulated to members and the information collated. She stated that although individual costs from regions were very different the global figures were similar. Some areas had been difficult to quantify e.g. training base costs. The data will be discussed at the Pre-registration Trainee Pharmacists Specialist Group and decisions will be made on certain areas where assumptions had been made. She asked members how the information should be fed back as it contained confidential information. It was agreed to discuss this further at the meeting in October but in the meantime the data would only be shared with T Beswick to review.

**Action:**

- Pre-registration Trainee Pharmacists Specialist Group to discuss the data and agree on any assumptions made
- Add to next agenda

**6. Impact of coalition government changes and priorities on PEDC work**

T Beswick reported that the White Paper on the NHS was published on 12<sup>th</sup> July. C Moss-Barclay provided an overview of the areas relevant to pharmacy. This included:

- The expanding role of pharmacists in optimising the use of medicines and in supporting better health.
- Education and Training (4.2 in the White Paper):
  - The MPET levy is to end
  - Education commissioning will be led locally and nationally by the healthcare professions, through Medical Education England for doctors, dentists, healthcare

- professionals and pharmacists
- All providers of healthcare services will pay to meet the costs of education and training.
- The NHS Commissioning Board will provide oversight of healthcare providers' funding plans for training and education, checking that these reflect its strategic commissioning intentions. GP consortia will provide this oversight at local level.

Proposals for consultation will be published in September.

P Rolland stressed the importance of engaging with decision makers locally.

**Action:**

- *Members to read the White Paper prior to the next meeting*
- *Add the consultation to the October meeting*

**7. 2009/2010 Work Programme**

T Beswick reported that an update on the programme had been circulated prior to the meeting and there were no areas of concern on progress.

**QIPP Project- Proposal to develop national medicines management accreditation**

T Beswick reported that Sally Kemp was the project manager for this piece of work.

S Kemp provided an update on the development of the national medicines management accreditation framework, which included:

- Most regions represented on the Working Group
- A project plan (with timescales) had been agreed
- Terms of Reference had been prepared (to be agreed at next meeting)
- Pharmacy technicians are to be the priority
- A flexible framework will be developed, which will be applicable to all sectors
- Framework to cover four key areas:
  - Supply role
  - Assessment of PODs
  - Medicines reconciliation
  - Patient transfer

The work programme had tight deadlines but members agreed that it was better to keep to the planned schedule rather than risk the project drifting. The next meeting on 4<sup>th</sup> August will be discussing the competences required for each of the areas. It was agreed to keep members updated by putting the work programme (and updates) onto the protected area of the Committees' website.

Following a question T Beswick agreed to investigate the possibility of creating a bulletin board on the website.

**Action:**

- *S Kemp to put the work programme in the protected area of the NHS PEDC website*
- *NHS PEDC members to support their staff involved with this project to ensure deadlines are met.*
- *T Beswick to investigate the possibility of creating a bulletin board on the website.*

**8. Accreditation of pharmacy tutors**

G Fleming reported on a project that has been carried out in South East Coast and Hampshire to develop a common programme for all pharmacy tutors to prevent duplication of training effort. Three different levels have been agreed; a practice supervisor, education supervisor, and education programme manager. A competence framework has nearly been finalised

following the same model as the ACLF. The next stage is to look at the accreditation process. She reported that they would like to work with another region to look at different accreditation models.

**Action:** members to contact G Fleming if interested in working jointly on the project

**9. The European working time directive (EWTD) report “Time for Training”**

T Beswick reported on a review of the impact of the full implementation of EWTD on the quality of training of doctors, dentists, pharmacists and healthcare professionals following the reduction in the working week to 48 hours. This followed concerns that a reduction in the working week would limit training.

The review showed that there was no effect on the training of pharmacists, dentists and other healthcare professionals. It suggested a number of recommendations for doctors, which included:

- Maximizing training opportunities with every day practice (Making every moment count)
- Recognizing, developing and rewarding trainers (T Beswick stated that this section includes a number of useful recommendations about providing high quality training which members should find useful to note).

T Beswick stated that the pressures in training will become more applicable to pharmacy as services are developed 24/7. He recommended that members read the report ([http://www.mee.nhs.uk/our\\_work/work\\_priorities/review\\_of\\_ewtd\\_impact\\_on\\_tra.aspx](http://www.mee.nhs.uk/our_work/work_priorities/review_of_ewtd_impact_on_tra.aspx))

**10. Medical Education England – Modernising Pharmacy Careers Programme Board**

S Ambler reported on the work streams of the MPC.

- Training up to registration – this work-stream is progressing well. The stakeholder group meeting in January identified a number of issues and concerns, although in principle stakeholders agreed that changes to the undergraduate and pre-registration programmes are required. A number of areas are being looked at including:
  - Implementation of an integrated curriculum
  - How to increase clinical access/activity
  - Infrastructure required (and costs)
  - How to split the 12 months clinical placements within the undergraduate course

A draft document will be prepared over the summer for comment.

- Post-registration – little progress due to problems with business case processes
- Workforce information/awareness – little progress due to problems with business case processes

S Ambler also reported that a survey had been carried out in schools of pharmacy on innovative practice for pre-registration training. A similar survey will also be carried out with employers.

**16. National NHS Pharmacy Staffing Establishment & Vacancy Survey May 2010 (agenda item brought forward)**

S Sanders reported that work on the survey was progressing well. Only 11 organisations had not completed returns and these were being followed up.

The collated spreadsheets would be sent to the Department of Health by the end of July and the final report would be completed by mid September.

T Régnès asked if the proposed coding of NHS pharmacy posts for the NHS Information Centre staffing returns had been accepted by the Workforce Information Review Group.

***Action:** T Beswick to contact Tony Overd (Workforce Intelligence Manager, SW SHA) to ask if proposals were accepted.*

Back to agenda order

**11. Professional Leadership Body**

C Moss-Barclay provided an update on the joint work between the RPS and the Pharmacy Specialist Reference Group. Two work streams had been agreed:

- Education and development support
- Credentialing (people) and accreditation (training material)

The RPS will act as a hub and signpost the availability of education and training to the profession via a library (virtual). Training may be accredited via the Specialist group.

H Middleton reported that there was formal agreement between the Specialist Curriculum Group and the PLB to work together as they were currently undertaking similar work. The Specialist Curriculum Group will continue to have curriculum ownership.

Members agreed that, whilst it was not possible at this time to determine the long term relationship and role of the NHS PEDC with the PLB, it makes sense to continue to support the interim work of the PLB in trying to improve collaboration between the organisations involved with providing education and training to the NHS.

**12. General Pharmaceutical Council**

T Beswick reported that the education and training standards will be coming out soon for consultation.

The transfer of regulatory powers to the GPhC will take place on 27<sup>th</sup> September.

***Action:** Add education and training standards consultation to the next agenda*

**13. Pre-registration Trainee Pharmacists Specialist Group**

A Kemp stated that the minutes and agenda had been circulated previously. Data was currently being collected on:

- Outcome data for 2009 intake
- Destination data following registration in 2010
- Intended numbers for pre-registration pharmacist for 10/11 and anticipated numbers for 11/12

Nina Barnett (PLB) will attend the next meeting to identify what support the PLB can provide to pre-registration pharmacist tutors.

**14. Education & Development Support work-stream (RPSGB)**

See under item 11

**15. Support Staff Specialist Group**

V Eggerdon stated that the agenda and minutes had previously been circulated. Data on outcomes and destinations were also being collected for trainee technicians.

Concerns were expressed about the lack of information about the new QCF qualifications as they were still not available on the C&G's website. Colleges had only just been informed about the new underpinning knowledge qualification and had little time to put a programme together.

**Action:** *V Eggerdon to get an update on the introduction of the new QCF qualifications from the Support Staff Specialist Group meeting and prepare a short written account to circulate to members.*

**17. Focus Event (October 2010)**

A discussion was held on possible topics to cover at the Focus Event, which included:

- Responding to the White paper consultation
- Integration of the pre-registration year into the undergraduate course
- Relationship with the RPS
- Workforce survey results

**Action:**

- *S Sanders to book the venue*
- *T Beswick and H Fawcett to prepare a programme and invite speakers, where applicable.*

**18. Any Other Business**

**Succession planning for specialist and senior posts**

A discussion was held about whether to drop this agenda item as the Committee were unsure what support could be provided.

**Action:** *T Beswick to contact the Chairs of TSET and Regional QC Group to identify if there is an issue and what help this Committee can provide.*

**Dates of future meetings-** *50 Eastbourne Terrace, Paddington*  
Monday 18 (& Tuesday 19 for Focus Event) October 2010