

## MAIN COMMITTEE

### Confirmed Minutes of the meeting held on Monday 17<sup>th</sup> January 2011 50 Eastbourne Terrace, Paddington, London

**Present:**

**Main Committee Members:** Trevor Beswick (Chair), Helen Fawcett (Secretary), Maria Christou, Chris Cutts, Vanessa Eggerdon, Janet Gilbertson, Amanda Kemp, Helen Middleton, Jill McDonald, Clive Moss-Barclay, Roisin O'Hare, Susan Sanders, Julie Sowter, Peter Taylor.

**In Attendance:** Liz Fidler, Alison Littlewood, Julie Jordan, Emma Wright.

For item 3 Dr Sarah Carter, General Secretary, UKCPA

From 11am: Margaret Allan (from 10.15), Melanie, Boughan, Tess Fenn, Liz Fidler, Samantha Hlambelo, Dalgeet Puaar, Jane Pyatt, Gill Risby, Kath Stride, Deborah Williams.

**Apologies:** Sue Ambler, Siobhan Burke-Adams, Gail Fleming, Andrea Hollister, Cath O'Brian, Laura O'Loan, Alison Sampson.

The meeting was started by the Chair welcoming new members and introductions were made.

Agenda item 3 brought forward

3. **UKCPA**

Dr Sarah Carter, General Secretary of UKCPA, gave a short presentation to introduce her-self to the Committee, and to identify if there was any joint work this Committee and UKCPA could do together. She explained she had been tasked with growing the organisation to meet the needs of its members. She explained that the UKCPA had always had a history of working with the RPSGB but they are now working more closely with the Professional Body and are working on a number of initiatives.

Currently two joint work-streams:

1. Education and Development: UKCPA are leading on this work but other Groups are represented. They are undertaking a survey to identify all the education & training provision provided by the different Groups. The aim is to provide a library of E&T provision that pharmacists would be able to access if looking for a course for a particular subject area. C Moss-Barclay expressed concern that if the information was not openly available on the RPS website then technicians and pharmacist non-RPS members would not be able to access the information.
2. Professional recognition (credentialing): 'badging' the knowledge and skills that individual practitioners have.

**Action:** S Carter to circulate to members details of the E&T survey

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1. **Minutes of the Last Meeting: 18<sup>th</sup> October 2010**

2.2 – The information relating to the use of Tier 1 and Tier 2 visas was correct at the time of the meeting; however, further updates now mean that the information is incorrect. It was agreed to keep the minutes as an accurate record of what was discussed but to highlight in red that the information is no longer applicable and make reference to the current information on the Pharmalife website. (Also discussed under agenda item 5 below).

Minutes then accepted as an accurate record.

## 2. Matters Arising

### 2.1 – Coding of NHS Pharmacy posts (preparation of brief for Chief Pharmacists)

S Sanders reported that she would prepare the brief by the end of the week.

*Action: S Sanders to prepare a brief to inform Chief Pharmacists about the new codes by Friday 21<sup>st</sup> January.*

### 2.2 – Circulation of Task and Finish Group Report (Pre-registration training pharmacist numbers)

Members present could not remember receiving the final Task and Finish Group report.

*Action: T Beswick to circulate the Task and Finish report.*

### 2.3 - NHSPEDC Website Bulletin Board

C Moss-Barclay reported that the North West region would be able to host a bulletin board for use by members. Individuals could set up the system so that if a bulletin is posted they can either receive immediate notification by email or receive an end of day report of any new postings. Following a discussion on its use it was agreed that all three Groups would trial it for six months. C Moss-Barclay stated that the host would not be undertaking any monitoring work so members would have to self-police.

*Action: C Moss-Barclay to keep members updated.*

### 2.4 – National NHS Pharmacy Staffing Establishment & Vacancy Survey May 2010

S Sanders confirmed the survey was now finalised and published on the PEDC website.

### 2.5 - Pre-registration trainee pharmacists survey report

M Christou stated that the analysis of the data was completed but there was no in depth discussion'

*Action: MC circulate to members for comment.*

### 2.6 - Band 6 and Band 7 pharmacist R&R surveys – update

M Christou reported that the survey was now closed. Response rate for individual regions was between 0 - 70% for band 6 pharmacists and 27 – 87% for band 7. The data had not yet been analysed.

T Beswick referred to the document that had been circulated prior to the meeting highlighting the cross-cutting themes from the Committee's surveys:

- The annual NHS survey on the pharmacy workforce establishment and vacancies
- The annual data set for the first destination post for pre-registration trainee pharmacists, including NHS retention, and
- In collaboration with University of East Anglia, a survey in 2010 of pre-registration pharmacists and band 6/7 pharmacists and their career choices.

Key issues included:

- a number of factors identified that influence the choice of first post
- Approximately 290 pre-registration pharmacists left the NHS for posts elsewhere, and there was a shortfall of about 250 band 6 posts filled.

S Sanders reported that some work had been undertaken in London to understand further if posts had been advertised for the pre-registration pharmacists to move in to. She agreed to share the survey questions with members.

After a long discussion the following action points were agreed.

**Action:**

- University of East Anglia to complete the analysis of the band 6/7 survey and the report to be discussed and analysed by a small Working Group (T Beswick, S Sanders, M Christou and A Kemp), prior to circulation to members for comment.
- S Sanders to circulate the 'advert' survey questions to members who will decide whether to carry out a similar survey on a local basis.

**2.7 - Letter to Centre for Workforce Intelligence to express concerns about pharmacy workforce**

T Beswick reported that the Centre for Workforce Intelligence had placed an advert for somebody to provide professional support on pharmacy matters.

Liz Fidler reported that G Fleming had been invited to join a working group as part of Modernising Pharmacy Careers Work stream 3. First meeting to be held 21<sup>st</sup> January.

Under this agenda item S Sanders stated that the Group needs to consider what questions should be asked in the 2011 survey. It was also important to keep an eye on what was happening with PCTs. She reported that Sue Ambler believed that she will be able to make a case for the continuation of funding for the survey in 2011.

**Action:** S Sanders to keep members informed

4.

**Focus Event**

Nothing reported

5.

**National Recruitment Scheme for Hospital Pre-registration Trainee Pharmacists**

UK Borders Agency Consultation on 'limits on immigration':- A briefing document had been circulated to members prior to the meeting. H Middleton reported that since the last meeting the outcomes of the Tier 2 Consultation have been published and the new policy will be published in April. In addition, there is a new Consultation on Student visas (which includes proposals to abolish Tier 1 post study work visas).

Pre-registration pharmacist tutors had been informed of the changes to the rules and updated information is also on the Pharmedlife website.

Following a question from T Beswick about equality monitoring, H Middleton reported that the data had been analysed for the first round of interviews but that the data from the second round had only just been completed. She would be analyzing the remaining data as soon as possible

**Action:** H Middleton to analyse the equality monitoring data and feedback to members

6. **Pharmacy Training Costs**

T Beswick reported that he had recently reminded Ross Leach (Economic Advisor, Medicines, Pharmacy and Industry, Department of Health) about the pharmacy training cost data as the information had not been circulated.

**Action:** T Beswick to circulate the pharmacy training cost data once available.

7. **QIPP Project- Development of a National Framework for Medicines Management Accreditation**

T Beswick reported that work was progressing well and was on target. It was not known if G Fleming had made links with Skills for Health.

**Action:** Keep on agenda

8. **Impact of Coalition Government Changes and Priorities on PEDC Work**

White Paper Consultation (Developing the Healthcare Workforce)

[http://www.dh.gov.uk/en/Consultations/Liveconsultations/DH\\_122590](http://www.dh.gov.uk/en/Consultations/Liveconsultations/DH_122590)

A brief on the White Paper, prepared by C Moss-Barclay had been circulated to members prior to the meeting.

T Beswick gave a presentation outlining the main points from the Consultation Paper (attached).

He highlighted that the Paper stated that there were 15,000 pharmacists. He had written to S Ambler asking where this figure came from as there were only 9000 pharmacists in the NHS, and 34,000 on the GPhC register.

*Action: T Beswick to keep members informed on the response from S Ambler*

Following a discussion it was agreed that the Committee would respond to the Consultation. P Taylor, S Sanders, C Moss-Barclay and T Beswick offered to be part of a Working Group to prepare a response for circulation to members.

*Action: Members to contact T Beswick by Friday 21<sup>st</sup> January if they would like to be on the Working Group looking to prepare a response to the White Paper.*

9. **Technician Registration with GPhC**

H Fawcett reported that following correspondence with Damian Day (Head of Education and QA, GPhC) it had been confirmed that the definition of the two year relevant work experience required to register with the GPhC was the two years following the start of either of the NVQ Level 3 in Pharmacy Services or the accredited underpinning knowledge qualifications. The start date was not the date that the candidate was registered with the Awarding Body but the start of the course. This means that Trusts who provide two years training programmes and use a college to provide both qualifications will potentially need to extend the employment contracts to allow trainees to complete the two year relevant work experience.

J Gilbertson reported that the GPhC have been contacted by a number of parties about the definition and they have agreed that the wording needs to be changed. A Consultation about the wording will be available within the next two weeks.

*Action: Members to respond to the Consultation.*

Under this agenda item T Beswick reported that he had met Bob Nicholls, Chair of the GPhC at a recent meeting of the MPC Programme Board. Following this meeting he had written to him about the NHS PEDC engaging with the GPhC. He had received a response stating that the GPhC would welcome open dialogue with the NHS PEDC, and suggested arranging a meeting with Damien Day, Nicola Tyers (Pre-registration manager), and Janet Flint (Post-registration manager).

*Action: T Beswick to keep members updated*

10. **New Additional NVQ Units** e.g. Technician Checking

H Fawcett asked if any region had started, or intended, to use the new CPD units G Risby stated that one NVQ Centre in her region had decided not to offer them as they would not be able to draw any funding for their provision, whereas another local Centre that was not dependent on the funding was going to offer them. No other region was currently offering, or

in the process of planning to offer, the CPD units.

**Action:** *The use of the CPD units to be discussed at the Support Staff Specialist Group with the aim of putting forward a formal position statement on their use.*

**11. Support Staff Specialist Group**

V Eggerdon stated that the agenda and minutes had previously been circulated. The post of Chair was up for election at the next meeting. She stated that the Specialist Group would be keen to be involved in the White paper (Workforce Development) Consultation.

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

A Kemp reported that the minutes of the last meeting and agenda had previously been circulated.

The collection of data on filled posts following the second round of interviews was nearly completed.

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

T Beswick stated that an MPC Briefing paper, and an MPC frequently asked questions document had been circulated prior to the meeting.

J Gilbertson reported that the MPC Careers Board had met at the beginning of December to discuss the document outlining the proposals for the integration of the pre-registration year with the undergraduate course. Following the meeting a number of changes were made to the document. The document will be available on the MPC website. This was for engagement purposes not for consultation. The MPC will be engaging with various stakeholders including the NHS PEDC.

In April the proposals will be forwarded to MEE before submitting to the Secretary of State for recommendation. A consultation will take place after this.

**Action:** *J Gilbertson to inform members when the proposals are on the website.*

C Cutts reported that work was due to start on work-stream 2 (Post-registration).

Agenda items 15 and 16 brought forward

**15. Professional Leadership Body**

A discussion was held about the continuation of this item. It was agreed to keep it as a standing agenda item as it was important to have communication links with the RPS.

**Action:** *T Beswick to write to the RPS to open communication links between the RPS and this Committee.*

**16. Any Other Business**

- Andrew Campbell announced that he was leaving his current post for a Director of Pharmacy position and will be replaced by a part time member of staff.
- G Risby informed members that she was the Secretary of TSET and asked if she could attend a future meeting to inform the Committee on the current work being undertaken. This was agreed.

**Action:**

- *Add TSET to the next agenda*
- *G Risby to circulate TSET minutes to members via H Fawcett*
- T Beswick stated that the role of Secretary for the Main Committee was up for renewal and requested that nominations are sent to him as soon as possible.

**Action:** *Add to next agenda*

Return to agenda order

14. **General Pharmaceutical Council**

T Beswick had previously circulated a draft response to the Consultation on Education and Training Standards for the Initial Training of Pharmacists. These were discussed and a few amendments suggested.

**Action:**

- *Members to send T Beswick any further comments on the Consultation by Friday 21<sup>st</sup> January.*
- *T Beswick to finalise the response to the Consultation and submit prior to the deadline.*

**Dates of future meetings-** 50 Eastbourne Terrace, Paddington

- 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