

MAIN COMMITTEE

Unconfirmed Minutes of the meeting held on Wednesday 10th October 2012 50 Eastbourne Terrace, Paddington, London

Present:

Main Committee Members: Gail Fleming (Acting Chair), Helen Fawcett (Secretary), Maria Christou, Liz Fidler (Chair of the Pharmacy Technician & Support Staff (Pre and Post Qualification Specialist Group), Ray Fitzpatrick, Janet Gilbertson, Andrea Hollister, Amanda Kemp (Chair of the Pre-registration Trainee Pharmacists Specialist Group), Rachel Kenward, Jill McDonald, Helen Middleton, Clive Moss-Barclay, Susan Sanders, Alison Sampson, Julie Sowter, Karen Wragg (CPPE).

Observer: Debra Roberts (for Cath O'Brien), Ellen Williams, Alison Littlewood

Apologies: Trevor Beswick, Sue Ambler, Waz Baqir (GHP), Cath O'Brien, Roisin O'Hare (GHP), Laura O'Loan, Ann Watson.

1. **Minutes of the Last Meeting: 16th July 2012**

Minutes accepted as an accurate record of the last meeting.

2. **Matters Arising**

2.1 – Focus Event 10th / 11th October 2012

G Fleming outlined the plans for the Focus Event.

2.2 – Letter to SHA workforce directorates re: recruitment of band 6 pharmacists

Members confirmed that they had not seen a copy of the letter. It was agreed to drop this as a matters arising item.

2.3 – NHS Reforms: Stocktake of impact

Update had been circulated prior to the meeting by T Beswick.

S Sanders informed members about a tendering exercise to provide pharmacy education and training in the East of England. South London LETB will have a pharmacy contractor on the main Board (Ash Soni) and Membership Council. London colleagues are working with the other two London LETBs to ensure appropriate pharmacy input.

Action: *keep as an agenda item*

2.4 – Notes of the meeting held on 5th July by the GPhC to discuss revalidation

H Middleton reported that she had not yet received the GPhC's notes from the meeting.

2.5 - Review of the information on NHS Careers – real life stories

H Middleton had previously sent an email request from Janet Flint for volunteers to proof read the updated NHS Careers information about pharmacy roles. A Kemp and L Fidler agreed to ask for volunteers from the Specialist Groups.

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

Report on the practical implications of the proposals from Workstream 1

G Fleming confirmed that following the last meeting, the report outlining the views of the Committee on the MPC Programme Board's 2011 proposals for reform of pharmacist education, had been updated and sent to S Ambler.

Action:

- G Fleming to ask S Ambler for any comments about the paper and how it was received.
- G Fleming / H Fawcett to discuss with T Beswick about circulating the paper (phased approach) to various stakeholders (including MPC Programme Board, GPhC, ATHP, RPS, Pharmacy Schools Council (previously CUHOPS), Guild of Healthcare Pharmacists, CCA).

Workstream 2 Stakeholder meetings– response to the [Modernising Pharmacy Careers Review of Post-Registration Career Development: Next Steps - Discussion Paper](#)

G Fleming confirmed that those members who attended the stakeholder meetings had prepared a response and submitted it by the deadline date of 3rd August.

4. **NHS Pharmacy Staffing Establishment and Vacancy Survey 2012**

S Sanders reported that she would discuss key headlines from the report at the Focus Event. The report and the raw data were sent to S Ambler by the deadline of end September 2012. The Transition mapping needs to be finalised before being circulated to members. A Press Release also needs to be drafted and agreed with Sue Ambler before wider dissemination

2013 survey

S Sanders informed members that the DH would not be funding the survey in future years. In addition, The NHS Information Centre will no longer be undertaking their vacancy survey. This was discussed and members agreed that the NHS PEDC survey was an important piece of work used by many organisations, which should continue providing another sponsor could be identified. NHS Employers will be producing the Pay Review Body report from 2013 onwards, and may be a source of funding. HEE may also be an appropriate source of funding in support of the LETBs having access to information in order to carry out their responsibilities effectively.

Action: S Sanders to discuss the appropriateness of approaching other bodies e.g. NHS Employers, HEE (via MPC?) with Sue Ambler, to see if they can fund the survey in future.

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

Report of 1st round of pre-reg recruitment 2013 intake

A report had been circulated prior to the meeting by H Middleton. This shows that the number of applications to the NHS has increased by 14.1%. Following a question H Middleton confirmed that equality data will be provided at a later date.

Action: Members to approach H Middleton if they have an immediate need for equality information.

2014 intake pre-reg recruitment - estimated numbers and invoicing arrangements

A report on estimated costs for the 2014 intake including a proposal on a minor change to how the cost per place advertised and cost per region are calculated was circulated prior to the meeting by H Middleton. The report also included a request to bring the invoicing schedule forward. The paper was discussed and agreed.

Under this agenda item J Sowter thanked H Middleton (and Pharmalife) for all their hard work in updating the recruitment website and making it a success.

Action: Members to provide feedback about the website to H Middleton by the end of November.

6. **BPSA Discussion paper – student numbers**

A brief discussion was held about the document, which had been circulated prior to the meeting. It was agreed that it would be of little value for the Committee to make a formal response.

Following a question from G Fleming it was identified that out of those present only A Hollister was going to be involved in the near future with the recruitment of undergraduates to their local university MPharm course.

Action: A Hollister to feedback, when appropriate, on employer involvement with recruitment to the MPharm course.

7. **MAC shortage occupation consultation**

Information about the latest MAC shortage occupation consultation was circulated prior to the meeting. Following a discussion it was agreed that on this occasion the Committee would not make a formal response; however, members could send any comments to Chris John at the RPS, if required.

8. **Royal Pharmaceutical Society**

R Kenward briefed the Committee on the RPS Hospital Standards that had recently been published. Further discussions to take place at the Focus Event.

M Christou provided an update on the work of the Education Expert Advisory Group (personal notes circulated during meeting). Roz Cheeseman is also a member. Concern was expressed about the closed circulation of papers.

Action:

- M Christou to forward H Fawcett an electronic copy of the brief for circulation to members.
- Chair to write to Catherine Duggan (RPS) to discuss relationship between NHS PEDC and RPS, and to invite to a future meeting.

9. **General Pharmaceutical Council**

Nothing discussed under this standing agenda item.

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

Minutes and agenda previously circulated.

A Kemp reported that the Specialist Group was in the process of collecting data on the timing of advertising band 6 pharmacist posts. The intention was to feed the information into the DH's Task and Finish Group on Pharmacist Numbers; however, this Group was not meeting any more. A Kemp asked if the work should continue. Following a discussion it was agreed that the work should continue but didn't need to be repeated on an annual basis.

11. **Pharmacy Technician & Support Staff (Pre and Post Qualification) Group**

Minutes previously circulated.

L Fidler reported that the Group had collected outcome data for the pre-registration trainee pharmacy technicians qualifying this year. This identified that out of 212 eligible candidates only 87 registered with the GPhC in a timely manner. Further work identified delays by the Awarding Bodies and colleges in issuing certificates to candidates, which are required by the GPhC to register candidates. This was identified many years ago as a potential problem that had now materialised.

A meeting to try to resolve the issues with the GPhC has been arranged for 28th October. Present will be members of NHS PEDC, APTUK, C&G, and Edexcel

Action: L Fidler to keep members informed.

J Gilbertson reported on another issue with pre-registration trainee pharmacy technician training. Colleges in Wales provide the underpinning knowledge programme; however, there is no formal arrangement in place. Over the summer all the colleges decided not to take further cohorts, which meant that there was no local provider in Wales.

Following a discussion it was acknowledged that the work of MPC Workstream I is focused on integration of training for pharmacists up to the point of registration. There are two pharmacy technicians on MPC Workstream I, who will be asked about progress on the important workstream of reviewing training up to the point of registration for pharmacy technicians.

Action: L Fidler to discuss with the pharmacy technicians on MPC Workstream I about preparing a paper highlighting the issues with pre-registration trainee pharmacy technician training to HEE.

Pharmacy apprenticeship paper – final paper

The final paper highlighting the Committees' views on the use of pharmacy apprentices was circulated prior to the meeting for local use.

Paper highlighting the need to review the pharmacy technician qualifications

Discussed above.

ACPT Review

Colleagues leading on the ACPT framework will be considering how best to review it (review is due in 2013).

Document to signpost post-qualifications for pharmacy technicians

Ellen Williams provided an update on the work of a Task & Finish group to signpost post-qualifications for pharmacy technicians.

Action: Members to send any updates on post-qualification qualifications to L Fidler by mid November.

12. North West Centre for Professional Workforce Development (Sharing of best practice presentation)

C Moss-Barclay gave a presentation to outline the North West's Centre for Professional Workforce Development. This is a unique partnership providing a strategic nexus across the multi-professional networks of Pharmacy, Healthcare Science & Allied Health Professions.

13. Any Other Business

- H Fawcett stated that according to the Election procedure, nominations for Secretary were required by the end of October. She stated that she was willing to continue if no other member wished to take on the role. Nominations to be sent to T Beswick by 31st October.

Action: members to send nominations for the Secretary to the Main Committee to T Beswick by 31st October.

- H Fawcett reported that the Annual Report was due.

Action: G Fleming to discuss the preparation of the Annual Report with T Beswick.

- S Sanders had previously circulated a paper about MPET Tariffs (Guidance to support strategic health authorities and shadow local education and training boards to plan transition to the education and training tariffs) along with a covering letter.

The document outlines a tariff of £3,175 for non-medical trainees, including pre-registration trainee pharmacists, which is due to be implemented from 01 April 2013. S Sanders stated that there was some confusion around the paper and the implications of the introduction of this tariff. She understood from NHS London that this funding is not intended to replace the salary contributions currently being made, but is a re-basing of the SIFT part of MPET covering support for trusts to cover training infrastructure costs.

G Fleming clarified from the Professional Advisory Group of the South East Coast LETB that it is money which already goes to trusts. The total pot of funding for MPET tariffs will remain the same i.e. there is no extra money but it will be redistributed, with some Trusts being winners and others losers, and there will be phased transition.

H Fawcett said this was the same information being provided in the North East. In Yorkshire & the Humber the approach is the same i.e. separate from salary contributions. It is still not clear how it will be implemented, but they are considering it, as it is a huge task. There appears to be some discussion in East Midlands about the approach and some discussion of the effect on pre-reg Pharmacy Facilitator posts, but the outcome is not yet known.

Sue Ambler was not present at the meeting; it was agreed that she should be asked for clarification at the Focus Event.

Post-meeting note. The matter was not discussed at the Focus Event as S Ambler had to leave. However, she noted in her email containing her Focus Event presentation, that the tariff is not instead of the salary, but where SHAs choose to pay, it is in addition to the salary payments, and whilst not listed, pharmacy technicians can attract the same payment - again it just depends on how the SHAs choose to approach this. As different SHAs have responded quite differently it is advised to check the position locally. Bear in mind there is unlikely to be a single national decision as some SHAs will lose out on the changes, especially if they have a lot of medical students, and others with more non-medical will win - eventually. It will be necessary to look at the overall impact of the system change within an SHA to decide on how to proceed with this.

- Pharmacy Workforce risks and opportunities - education commissioning risks summary from 2012 (paper previously circulated):- S Sanders expressed concern about the timeliness of the publication of this document as it was too late to use it to inform the 2012 commissioning round for 2013-14 pre-registration trainee pharmacists. This was discussed. **Action:** Chair to write to MPC / HEE about the importance of timely publication, prior to mid-July in order to inform education commissioning decisions, and the lack of communication re: its launch.

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

Monday 21 January 2013

Thursday 02 May 2013

Wednesday 17 July 2013

Tuesday 05 November 2013 (& followed by Focus Event on 06 November)