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## MAIN COMMITTEE

### Unconfirmed Minutes of the meeting held on Tuesday 5<sup>th</sup> November 2013 50 Eastbourne Terrace, Paddington, London

#### Present:

**Main Committee Members:** Gail Fleming (Chair), Helen Fawcett (Secretary), Trevor Beswick, Maria Christou, Janet Gilbertson, Kath Hodgson, Andrea Hollister, Amanda Kemp (Chair of the Pre-registration Trainee Pharmacists Specialist Group), Roisin O'Hare (GHP), Rachel Kenward, Jill McDonald, Helen Middleton, Alison Sampson, Susan Sanders.

**Apologies:** Margaret Allen, Clive Moss-Barclay, Liz Fidler (Chair of the Pharmacy Technician & Support Staff (Pre and Post Qualification) Specialist Group), Cath O'Brien, Julie Sowter, Karen Wragg (CPPE).

1. **Minutes of the last meeting: 17<sup>th</sup> July 2013**

Minutes accepted as an accurate record.

#### **Matters Arising**

##### **2.1 – Annual Report**

2. T Beswick, A Kemp and L Fidler were thanked for the preparation of the Annual Report. T Beswick reported that following the feedback made at the last meeting he had made the suggested changes.

It was agreed future annual reports would follow the dates of the financial year with work starting in January.

**Action:**

- *Annual report to be put on the NHS PEDC website*
- *Add to next agenda*

##### **2.2 – HEE/PEDC Event - Implications of the Francis Report for pharmacy workforce and education.**

A Kemp reported on the Event that was held on 16<sup>th</sup> October. Unedited notes have been circulated to the delegates for comment by 8<sup>th</sup> November. Following this a report will be prepared to identify the main themes, which will be circulated to Main Committee members.

**Action:**

- *Any offers to help with the report to be made to A Kemp*
- *A Kemp to prepare the report to circulate to Committee members*

#### **Modernising Pharmacy Careers Programme Board**

To be discussed at the Focus Event

3.

4. **HEFCE Consultation – Ensuring a sustainable supply of pharmacy graduates**

G Fleming thanked members for sending their draft consultation reports. She stated that the views on the different options are varied and, therefore, it's difficult to develop a collective response on behalf of the Committee. A discussion was held about the main themes and

concerns about each of the options.

**Action:** *G Fleming to pull the views together to produce a response on behalf of the main Committee.*

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

An update was circulated prior to the meeting by H Middleton.

H Middleton reported that the SLA with Webstar Health was for a three year period and that the 2015/16 recruitment would be the last covered by the existing SLA.

S Sanders had previously circulated an email to clarify the situation about the recruitment of pre-registration trainee pharmacists by the NHS hospitals in the King's Health Partners (KHP).

Following the discussions at the last meeting about the KHP agreement G Fleming wrote to S Ambler (letter previously circulated) to express the concerns of the Committee on the possible destabilisation to the national recruitment scheme. S Ambler has responded by inviting S Sanders, G Fleming and T Beswick to a meeting on the 26th November to have wider discussions on national recruitment, and the role of LETBs. Present will be S Ambler and her team and representatives from dental and medical national recruitment schemes.

S Sanders stated that at the meeting she would also be raising the issue of the HEE timetable for trainee commissioning as this may affect next year's recruitment.

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

**6. NHS Pharmacy Staffing Establishment and Vacancy Survey 2013**

To be discussed at the Focus Event.

Under this agenda item S Sanders reported that there was an increasing interest from LETBs in the community workforce.

G Fleming stated that she had received funding to look at the community workforce in her LETB area; however, following contact with Committee members there was an interest in collecting the data on a national basis.

HEE have arranged a meeting with Pharmacy Voice on 22<sup>nd</sup> November to discuss this further. They are also keen to work with PEDC. S Sanders has been invited to an initial project team meeting which is planned but not confirmed to take place in late November.

**7. LETB Stock take**

G Fleming reported that she had not circulated the 'stock take' paper for an update prior to the meeting. She has contacted S Ambler to ask if there are any specific areas to be included in this document in future but has not had a response yet. It was agreed to put this on hold for the time being.

**8. Development of Pharmacy Indicators against the Education Outcomes Framework Task & Finish Group – update**

M Christou reported that work had started on the development of pharmacy indicators. The group was concentrating on the technical guidance document, which came out in July. A written summary to be provided for the next meeting.

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

**9. Community Pharmacy Workforce Mapping**

Discussed under item 6.

**10. Royal Pharmaceutical Society**

**Advanced Pharmacy Framework and Education Expert Practice**

Minutes of the meeting held 17<sup>th</sup> September were previously circulated.

G Fleming stated that the aim of the work was to support candidates to identify what evidence to include in the portfolios. The Group is planning to have a draft curriculum guide ready by the end of the year and it will be tested early 2014 with a range of people.

**Future Pharmacy Workforce Group**

G Fleming reported that T Beswick attended the last meeting on her behalf. T Beswick provided a report of the meeting. The Group wants to look at fairly big themes concerning workforce and the pharmacy profession with discussions being held at a high level.

A presentation of the CFWI's report on the oversupply of graduates was given followed by a discussion on the options in the recent HEFCE consultation.

T Beswick stated that in the Berwick report it suggested that NICE look at the levels of workforce required to provide safe and effective healthcare. Following publication of the Report he had contacted the RPS to ask the question if they looked at pharmacy what evidence would be available to show the pharmacy workforce that is required to provide safe and effective patient care. This is an area of work that will be looked at in the future.

**11. General Pharmaceutical Council**

**Tutor guidance**

G Fleming reported that the GPhC's 'Guidance on tutoring for pharmacy professionals' had been amended to state 'should' rather than 'must' as the GPhC were concerned about how they could monitor and enforce the guidance.

**E&T standards outcome review**

A Kemp provided an update. The standards were approved by The Council in September 2013. Additional work will be undertaken to look at how the outcomes can be achieved.

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

Minutes previously circulated

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

Minutes previously circulated.

**14. Terms of Reference and Membership of the NHS PEDC**

To be discussed at the Focus Event

**15. Any Other Business**

A Sampson reported on the Clinical Guideline Stakeholder Workshop: Medicines Optimisation which was hosted by NICE. This consisted of a wide group of stakeholders chaired by a chief pharmacist. The direction and remit of the group was unclear.

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T Beswick reported that the Advanced Level Framework has been launched with work starting on the Foundation level Framework.

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

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

Tuesday 7th January 2013

Tuesday 22<sup>nd</sup> April 2013- **please note change from original date of April 15<sup>th</sup>**

Monday 14 July 2014

Wednesday 22<sup>nd</sup>/23<sup>rd</sup> October 2014