

Meeting	Joint Programmes Board Coordinating Committee (JPBCC)
Venue	Advanced Pharmacy Studies Centre, School of Pharmacy, 21 Russell Square, London WC1B 5EA.
Date and Time	Monday 11 th October 2010 at 11 am.

Minutes

Attendance

David Webb, Chair (E&SE England Specialist Pharmacy Services)
Professor Graham Davies (Chair of CARG & also on behalf of Professor Peter Hylands, KCL)
Professor Anthony Smith (Dean London School of Pharmacy)
Susan Sanders (Director, London Pharmacy Education & Training and JPB London Employers Group)
Stuart Semple (BLT; JPB London Employers Group),
Bhulesh Vadher (Portsmouth Hospitals NHS Trust; South Central JPB),
Professor John Smart (University of Brighton; South East Coast JPB)
Satinder Bhandal (Reading University; JPB South Central)
Margaret Stone (de Montfort University; East Midlands)

1. Apologies

Jane Portlock (University of Portsmouth, South Central JPB)
John Quinn (Chief Pharmacist Buckinghamshire Hospitals NHS Trust)
Ian Costello (Chief Pharmacist, Royal Marsden NHS Trust)
Gail Fleming (SEMMED)
Professor Iain Cumming (Deputy; Medway)
Jane Giles (Mid Essex Hospital)
Chetan Shah (University of Hertfordshire)

2. Minutes of previous meeting (May 2010)

All items have been actioned.

3. Matters arising

(a) Technical and MI Services Curricula

Technical Services Curriculum has been updated and the changes are being presented at a Training Centre meeting in Russell Square later this month for immediate implementation. The information has been shared with South East Coast Foundation Board (JPB) – who raised the

issue of delivering technical services where there was no Technical Unit. The changes will also be shared with other JPB regions at the next CARG meeting.

Minor modifications have been made to MI Curriculum but a broader review (especially the use of DOPS assessment) is being considered. Stuart Semple agreed to contact Ben Rehman (Northwick Park MI Centre) to review progress.

Action: JGD to present Tech Services update at CARG meeting 18th November 2010.
S.Semple to contact Ben Rehman to review MI curriculum progress

(b) South East commissioning proposal

Gail Fleming send a copy of the SEC Commissioning document for circulation (please see document).

Action: VZ to circulate to committee members.

4. Items of report

(a) HIEC activity

It was noted that there were 7 HIECs in the geography – 3 in London, 2 in SC and 2 in Eastern. JGD provided an overview of the South London HIEC and its interaction with community pharmacy. It was likely to drive the education agenda for the next few years.

Action: Keep as an agenda item and all to feedback progress from their areas.

(b) Modernising Pharmacy Careers

AS provided an update on progress. MEE is retained under new Coalition Government so that progress on this work can continue. Three key strands of work:

- Pre-qualification – Rob Darracott and AS leading on this.
- Post-qualification – Keith Wilson and Helen Howe leading on this
- Workforce Planning – through the Centre for Workforce Intelligence.

- Pre-Qualification work has two phases:
 - A strengths and weaknesses report of current provision (completed)
 - Options generated – need to be consulted in time for a paper to be submitted to MEE Board by April 2011.
 - The options generated will cover 5 areas:
 - Move to co-terminus system (registration and graduation)
 - Infrastructure – quality of training
 - Curriculum design
 - Placements – major blocks to various approaches
 - Clinical Education programme which builds clinical skills and knowledge

(c) *CARG Minutes*

- JGD asked how CARG minutes should be presented to the committee. Agreement that a paper summarising key issues would be presented – the full minutes would be made available if requested.
- Key issues being discussed at CARG are:
 - Programme parity – sharing of course design, delivery and assessments indicates that there is considerable consistency in the approaches taken across the geography.
 - Accreditation process is under review (see agenda point6)

(d) *SEMMED Tutor Training project*

This item was tied over to the next meeting where a proposal for adopting (across the geography) a standard terminology for work-based tutors and mentors would be discussed.

5. Devolved arrangements

It was agreed that a verbal report would be provided by each region rather than the circulation of minutes.

(a) *South Central report.* A meeting had not taken place since last JPBCC meeting. Academic leads had now been changed so that Jane Portlock would represent Portsmouth University and Satinder Bhandal the University of Reading. The revised accreditation document needs to be resent to NHS representatives to align content with CQC and NHSLA approaches.

(b) *South East Coast report.* Currently pursuing a commissioning approach to the programme so that a tendering process was likely to be adopted.

(c) *London Report.* A London Local Delivery Board had now been constituted which represented the 5 sectors across London as well as specialist representation (Mental Health and Cancer). The first meeting had discussed and agreed the fee structure as well as some minor changes to the assessments associated with the first 18 months. It was proposed at the next meeting to review the length of the programme and the relationship between the certificate and diploma elements.

(d) *East of England Report.* No-one was present from this region to provide a report.

6. Accreditation of training centres

The initial accreditation criteria were currently being reviewed in light of the experience of the last few years as well as the recently published draft GPhC educational standards. Professor Smith asked for a copy so that he could discuss these with Damian Day (GPhC). A copy should also be sent to each of the regional Boards so that they could comment – NHS leads should review for alignment with CQC and NHSLA criteria – where relevant.

7. Statements of completion of training - standardization

South East Coast had made a suggestion for standardising the information required to produce a *Statement of Completion of Training*. The purpose and process associated with this “award” would be discussed at the next meeting so that a standard approach could be adopted.

8. External Relations

A number of academic institutions had made contact about how the JPB functioned. de Montfort University were currently observers at the meeting – it was agreed that documents associated with quality (such as accreditation) should be shared to encourage a broader critique of the approach.

9. A.O.B

It was agreed that the four Regional Boards would provide:

- Verbal reports of their meeting at each JPBC
- Circulate any papers associated with substantive issues prior to a JPBC to allow the information to be digested and considered.

10. Date of next meeting

Tuesday 5th April 2011, 11am to 12.30pm in RS3, Advanced Pharmacy Studies Centre, School of Pharmacy, 21 Russell Square, London WC1B 5EA.