

**JPB CONTENT & ASSESSMENT REVIEW GROUP MEETING
MINUTES**

Date and Time: 1.00pm on Thursday 12th July 2012
Venue: School of Pharmacy
M1, 29-39 Brunswick Square, London, WC1N 1AX

	Actions
<p>1) Apologies</p> <p>Neil Haribhai (UCL – Admin), Andrew Staples (AS - UEA), Chetan Shah (CS, Herts), Elaine Sharp (ES, Brighton), Richard Bateman (RB, Regional QA), Satinderjit Bhandal (SB, Reading), Sue Ladds (Clinical Pharmacy Group SEC).</p> <p>Present: Graham Davies (GD, UCL and KCL), Alison Innes (AI, UCL), Roisin Kavanagh (RK, UCL), Barry Jubraj (BJ, UCL), Alicia Gaze (UCL – note taker), Bridget Rankin (BR, Regional MI), Shivaun Gammie (SG, Medway), Gail Fleming (GF – KSS), Yvette Bartlett (YB – KSS), Isobel Bailey (IB – Medway).</p>	<p>NH to email all members and confirm whether July is an inconvenient time to meet (due to the high number of apologies) and confirm whether 2 or 3 CARG meetings a year are required.</p>
<p>2) Minutes of previous meeting (29th March 2012)</p> <ul style="list-style-type: none"> Mistake noted in action points with regards to RK/AI reviewing the GLF matrix – this was not agreed and should not have been an action point. 	
<p>3) Matters Arising</p> <p>a) Review of action points from 29th March 2011</p> <ul style="list-style-type: none"> Discussion of whether we can use Survey Monkey as it is reliable and user friendly. RK met with David West and discussed mini-PAT. Confirmation that the old system can be revived and used in future. JPB website – a quote for a new site has been obtained. GD to develop the idea. BJ aiming to make progress within clinical trials by next CARG, working alongside Theo Emmanuel (NWLH). Review of the MPC Workstream II Consultation Report – has important recommendations for the future use of the GLF as an assessment tool – some reviewing and recasting has been suggested. CARG members advised to read and respond to on-line DH consultation on this issue. Portfolio system – RK reviewed the NHS E-portfolio and the NVQ E-portfolio. The latter did not seem very flexible and was more assessor-driven; where as the NHS version seemed more 	<p>RK to look at Survey Monkey link and evaluate usefulness</p> <p>GD to investigate possibilities for a new website</p> <p>BJ to work on clinical trials and progress by Nov12 CARG</p> <p>CARG members to engage with consultation and provide feedback to DH.</p>

<p>favourable to us. Unfortunately the cost would probably be around £10,000+. It would be an advantage to have a joint system for use across the JPB geography.</p> <ul style="list-style-type: none"> • GD suggested that as he had now chaired CARG for 6 years that a new chair should be nominated as well as potentially a deputy chair. Perhaps to sit for a limited period. • No progress with purchasing MICAL. 	<p>NH to email all members and request nominations (including self-nomination) for a chair and deputy.</p> <p>AI to investigate access to MICAL and liaise with BR</p>
<p>4) Acute Sector Programme Parity</p> <p>a) Curriculum –Review</p> <p>i. Curriculum update (RK)</p> <p>a) MI – a new version of the curriculum guide is almost complete. It has been considerably reduced to concentrate on learning outcomes. Feedback from others suggested that Travel Medicine section may be a little too specific. Other feedback questioned if the GLF needs to be included on the back of every guide, RK confirmed it doesn't have to be but it does remind practitioners that the GLF is important. Plans to keep the name as 'MI' despite previous talks of re-branding. Final changes need to be made before September.</p> <p>b) DOPS MI – BR presented a DOPS guide for assessors. Feedback suggested that some tasks should be combined as they may be too specific.</p> <p>c) The need for MI study days within Training Centres discussed.</p> <p>ii. DAP update (BJ)</p> <p>a) The Generic DAP pilot is 2/3 of the way complete; updates have been made through feedback. The learning outcomes section appears to be broadly accepted however the 'DAP viva' title needs to be changed. Portfolio content sections also need to be revised and improved.</p> <p>b) BJ planning to circulate a survey version to all members for feedback. Plans to complete the MI and Technical Services versions for March 2013. BJ, RK and CT to visit Training Centres and assist with organising the first Generic DAP.</p> <p>c) DAP name change discussed. Suggestions include the use of 'foundation' e.g. Foundation stage 1 for the Certificate and Foundation stage 2 for the Diploma (FS1 and FS2).</p> <p>b) Assessment Design Group (AI)</p> <p>i. ADG held a Q&A session in their meeting with the contribution of three graduated practitioners. Aimed to collect feedback on new OSCEs.</p> <p>ii. AI and SG attended an OSCE conference which proved to be very useful.</p> <p>iii. Plans to develop a new marking system and improve current criteria by September 2013 with some elements such as the global assessment criteria potentially in place by March 2013.</p>	<p>BR to email updated DOPS guide to CARG members by the second week of August 2012</p> <p>RK to investigate if Training Centres need MI study days to support learning</p> <p>BJ to keep updating the Generic DAP pilot and complete by September 2012</p> <p>BJ to circulate a survey version to all members as soon as available.</p> <p>BJ to ensure that new titles fits with MPC terminology.</p>

<ul style="list-style-type: none"> iv. Plans to move towards using real actors for the OSCE assessments, GF to share contacts they already use. v. Discussion of increasing OSCE stations from 8 to 10-12. vi. The processes of ADG could be bought into CARG to show ideas without going into too much detail. vii. Plans to increase number of practice OSCEs available for Training Centres. 	<p>GF to share actor contacts</p>
<p>5) Tutor Support</p> <p>a) General Update (BJ)</p> <ul style="list-style-type: none"> • Successfully moving towards online presentations with voiceovers. • Delivering Skills for Diploma Supervisors in current Diploma learning sets. • Online WPBA <p>b) Diploma EPD Network (GF)</p> <ul style="list-style-type: none"> • The online network for supervisors has evolved and input from supervisors has been very good, all Trusts invited and showed full attendance. 	
<p>6) Formative Assessments/Assessment tools (GF)</p> <p>a) Supervised Learning Events and Assessment of Practice (BJ/GF)</p> <ul style="list-style-type: none"> • Recognised some issues with misunderstanding WPBA as an assessment rather than the development of practitioners. Aim to overcome limitations such as misunderstanding the WPBA and improving portfolio. GF to feedback to members once the WPBA has been used and reviewed. <p>b) Mini-PAT vs mini-TAB (GF)</p> <ul style="list-style-type: none"> • GF suggested that mini-PAT has too many tick boxes and not enough opportunity for narrative, particularly when used by non-pharmacists. Mini-TAB allows more narrative to be used. GF to start using mini-TAB from next year and feedback progress to members. 	<p>South East Coast will pilot the change in terminology for WPBA and feedback to CARG over next 12 months.</p> <p>SE Coast to pilot mini-TAB and feedback to CARG over next 12 months.</p>
<p>7) Update from partner sites</p> <p>8) A.O.B</p> <ul style="list-style-type: none"> • Many thanks go to SG for her input and support as she is now stepping down from CARG and will be replaced by Isobel Bailey. 	
<p>9) Date of Next Meeting 15th November 2012, 1pm – 3pm</p>	