

## Joint Programmes Boards Coordinating Committee (JPBCC)

**Conference Room, Advanced Pharmacy Studies Centre (School of Pharmacy)  
21 Russell Square, London**

**Friday 14<sup>th</sup> October 2011 at 11.00 am to 12.30pm**

Name	Title/Department	Abbreviation	In Attendance
David Webb	Director of Specialist Pharmacy Services - <b>Chair</b>	DW (c)	Y
Graham Davies	SoP Head of Programmes (Chair of CARG)	GD	Y
Neil Haribhai	Senior Programmes Administrator	NH	Y
<b>JPB South East Coast</b>			
Mike Gray	Royal Surrey County Hospital	MG	Y
Ian Bourns	East Sussex Hospital Trust	IB	N
Gail Flemming	SEMMED - Education Lead	GF	Y
John Smart	University of Brighton	JS	Y
Iain Cummin	Medway School of Pharmacy	IC	N
<b>JPB South Central</b>			
Bhulesh Vadher	Portsmouth Hospital Trusts	BV	N
John Quin	Buckingham Hospital Trusts	JQ	N
Satinder Bhandal	University of Reading	SB	N
Helena Herrera	University of Portsmouth	HH	N
<b>JPB London</b>			
Stuart Semple	Barts & The London Trust	SS – BTL	N
Susan Sanders	London Pharmacy Education & Training	SS	N
Anthony Smith	School of Pharmacy	AS	N
Peter Hylands	Kings College London	PH	Y
John Brown	Kingston University	JB	N
<b>JPB East of England</b>			
Jane Giles	Mid Essex Hospital	JG	Y
Martin Keble	West Hertfordshire Hospital NHS Trust	MK	N
Chetan Shah	University of Hertfordshire	CS	N
Zoe Aslanpour	University of Hertfordshire	ZA	Y
David Wright	University of East Anglia	DW	N
<b>Associate Members</b>			
Margaret Stone	DeMontfort University	MS	N
Larry Goodyear	DeMontfort University	LG	N

	Actions
1. Apologies  Satinder Bhandal, Helena Herrera, Chetan Shah, Susan Sanders	

<p>2. Minutes of previous meeting</p> <p>GD commented:</p> <ul style="list-style-type: none"> <li>• Item 6(d) should state ‘two strands’ not ‘twice strands’</li> </ul> <p>The minutes were accepted as an accurate record of the meeting held upon 5<sup>th</sup> April 2011.</p>	<p><b>NH to amend minutes</b></p>
<p>3. Matters arising</p> <p>a. Review of actions All actions had been completed.</p> <p>b. GF advised that Medway had devised a way of splitting the assessment DVD into chapters and have uploaded it upon Moodle. South East Coast will share the files with the JPB team.</p>	
<p>4. Items of Report</p> <p>a. Update on postgraduate HEFCE funding</p> <p>JS reported HEFCE funding at present is unclear. It has been claimed postgraduate fees will come into alignment with undergraduate fees from 2012/2013 academic year.</p> <p>HEI’s likely to see a decrease in postgraduate funding as a result a possible 100% increase in postgraduate fees may occur in worst case scenario.</p> <p>No real guidance has been set by the government therefore no real conclusions can be made at present.</p> <p>b. Local Education Training Boards (LETB’s)</p> <p>South of England SHA Cluster – New director has been appointed and is keen to keep things regionally based. A new South East Coast board is to be developed which already has a draft membership and terms of reference. Further details are to follow by mid-November.</p> <p>Two boards have been developed to cover the North &amp; South for South Central both these boards will be supported by a central management function for operational issues.</p> <p>East of England no movement has been made as yet.</p> <p>It is unclear whether London will have 1, 3 or 5 LETB’s more</p>	<p><b>JPBCC to arrange meeting in January 2012 to discuss postgraduate fees. NH to email members for possible dates in January 2012.</b></p>

<p>information is expected to be available towards the end of November..</p> <p>c. MPC WS1</p> <p>JS informed members that the WS1 report is still with the Department of Health who are currently clarifying the financial aspects of the paper. An announcement is expected by Spring/Summer 2012.</p> <p>Part of the ethos of WS1 is to remove duplication of processes from HEI's and pre-registration..</p> <p>d. MPC WS2</p> <p>DW chaired the Science and Technology Group for WS2. Feedback from the group was very positive and they wished to see a more rounded approach to postgraduate pharmacy education. The final report will reflect upon the finding for all the groups.</p> <p>GD presented a draft report which could be used as written evidence for WS2. GF stated the report should reflect the key message and purpose of the JPB. DW clarified the report should be written for MPC audience using the new terminology.</p> <p>e. CARG</p> <p>GD reported the following from CARG:</p> <p>CARG signed off core minimum requirements document outlining core requirements of the programme. This is to be circulated to members for discussion with local boards.</p> <p>New Curriculum Guides were presented and agreed by CARG in collaboration with NHS partners.</p> <p>Barry Jubraj is working closely with Emma Wright (South East Coast) to develop and provide additional tutor support for the programme.</p>	<p><b>GD to update and distribute the report. Additional comments need to be submitted within 2 weeks of receipt.</b></p> <p><b>NH to email copy of the document to members.</b></p> <p><b>NH &amp; GD to clarify with Roisin Kavanagh that the curriculum guides had been approved by CARG.</b></p>
<p>5. Items for Discussion</p> <p>a. Process of Issuing Statements of Completion</p> <p>In addition to Academic Awards, practitioners are awarded a statement of completion as recognition of successful completion of a period of experience in the NHS.</p>	

<p>South East Coast – Certificates posted to Trusts who present these at an awards ceremony for those practitioners who successfully complete the programme.</p> <p>London – Issue Certificates at graduation however with changes in graduation format this may need revising.</p> <p>SoP Registry department are awaiting confirmation from UCL if we can still issue certificates on the day or use a dummy certificate during graduation and post after graduation.</p> <p>East of England – Invite chief pharmacists &amp; colleagues from their trusts to attend a separate event after graduation.</p> <p>b. PG Workforce Survey</p> <p>The initial fear of a decrease in Band 6 posts does not appear to be the case but there has been a slowdown in turnover of posts.</p> <p>There has been an increase of Band 7’s within the South East Coast.</p> <p>UEA are currently fully subscribed and Hertfordshire have seen an increase of Practitioner numbers to their programme.</p> <p>The following web link provides statistics on NHS pharmacy workforce: <a href="http://www.nhspedc.nhs.uk/">http://www.nhspedc.nhs.uk/</a></p>	<p><b>NH to forward JG &amp; ZA copy of statement of competition certificate.</b></p>
<p>6. Devolved arrangements: verbal reports from each Board</p> <p>South East Coast Pharmacist Foundation Board—positive feedback has been received on the shared commissioning model and the Medway-Brighton collaboration. Monthly learning sets have been organised in each county, together with a teacher-practitioner in each (3 x 0.2 FTE).</p> <p>A regional educational supervisors’ network has been established as a forum for tutor support and development. Positive feedback has been collated from the 1<sup>st</sup> student evaluation.</p> <p>Currently developing and implementing the new terminology and framework for the programme.</p> <p>London – Course length review has been proposed; however, some Training Centres have raised some concerns about any potential changes</p> <p>Barry Jubraj currently working with some centres to streamline and broaden the DAP process and experience.</p>	<p><b>Need to track back to ensure that signed off curriculum guides have been distributed.</b></p> <p><b>Need to standardize how portfolio reviews are conducted – to be raised at next CARG.</b></p>

<p>East of England – JPB meeting had been cancelled, but Hertfordshire and UEA course management committees had taken forward much of the work.</p>	
<p>7. Update from East Midlands</p> <p>No East Midland representatives in attendance. Margaret Stone to be added to the circulation list.</p>	
<p>8. A.O.B</p> <p>GD raised the idea of showcasing the JPB in some form such as a conference.</p>	<p><b>GD to develop idea with DW.</b></p>
<p>9. Date of Next Meeting</p> <p>January 2012 – TBC</p>	<p><b>NH to circulate email for dates in January ideally a Friday.</b></p>