

Welcome to update



Welcome to the fourth edition of our Regulatory Update in 2017.

In this edition we provide you with an update on the progression of the Dispensing Errors (Registered Pharmacies) Order through Parliament. We provide a CPD update, covering key figures and reminders. You will also find a report on Council's meeting held in Dungannon on 7 November 2017. As well as notification that Premises Retention is going online and a full Pre-registration update.

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Dispensing Errors (Registered Pharmacies) Order progresses through Parliament.

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The Dispensing Errors (Registered Pharmacies Order) was approved by the House of Commons, 4 December 2017, and the House of Lords, 06 December 2017. The draft Order is expected to be signed at the Privy Council meeting of the 8 February 2018.

Trevor Patterson Chief Executive of the Pharmaceutical Society NI welcomed the development, saying:

"The removal of the threat of prosecution should lead to an increase in reporting of dispensing errors, benefitting the profession by sharing learning from such errors, and the public by reducing the likelihood of errors occurring".

"The Rebalancing Board members are now looking forward to a Government consultation next year on removing the threat of criminal sanctions for dispensing errors by pharmacists working in settings other than registered pharmacies".

The intent behind both initiatives is to create an environment which encourages rather than discourages error reporting in medicines dispensing

Speaking about the development, Registrar, Mr Brendan Kerr, stated:

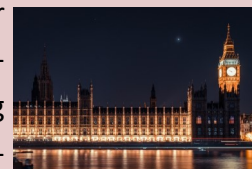
"Unless there was a broader pattern of errors, or there were significant aggravating factors including patient harm, a single dispensing error should not normally constitute a fitness to practise concern. Where single dispensing errors arise, we would now expect to see greater sharing of knowledge across the profession, promoting greater learning and acting to reduce the risks to patients and service users.

"It is also worth restating that the Code for Pharmacists directs that they should adhere to a duty of candour; being open and honest with patients when

something goes wrong with their treatment or care, which causes, or has the potential to cause, harm or distress"

New Defence

The provisions in the Order provide a defence against criminal sanctions for dispensing errors. The following is a summary of that defence:



- The product was dispensed at a registered pharmacy
- The person who dispensed the product was a registrant acting in the course of his or her profession
- The product was sold or supplied in fulfilment of a prescription or directions given by a relevant prescriber or a patient group direction
- Or a prescription only medicine that was sold or supplied in circumstances where there was an immediate need for it to be sold or supplied and a prescription could not have been obtained without undue delay
- An appropriate person, on becoming aware that the product was not of the required nature or quality:
 - (i) promptly ensured that all reasonable steps were taken to ensure that the person to whom the product was intended to be administered was notified that the product was not of the required nature or quality, or
 - (ii) reasonably formed the view that it was not necessary or appropriate to do so, in the circumstances of the case
- The pharmacist did not know at the time the product was sold or supplied that it was not of the required nature or quality.

CPD Update

CPD Review

The organisation is undertaking a review of its CPD Framework, first published in April 2014.

The purpose of the review is to apply learnings from the operation of the Framework to date and to ensure it remains fit for purpose. In 2018 we will continue to engage with registrants and stakeholders to review the current CPD Framework. If it is considered appropriate to revise the existing Framework, we will carry out a public consultation, including seeking the views of registrants.

The Regulatory Update will keep you apprised of developments.

CPD statistics

99.3 per cent of registrants completed their CPD requirements for 2016/17, which was a record result for compliance. 10 per cent of the Register had their CPD portfolios sampled as part of our internal audit and quality assurance process, and, as this process nears completion, a number of outcomes have been reported.

Pharmacists should consider the following when engaging in, and recording their CPD activity for CPD year 2017/18:

- CPD information should be clear and concise and answer the assessment criteria in each stage of the CPD cycle; this will enable the CPD assessors to assess the quality of the CPD information and minimise failure of any of the essential criteria;
- Record CPD activity relevant to your area of practice throughout the CPD year – this will make personal development more meaningful;
- Take time to review the CPD cycles recorded prior to portfolio submission; and
- All stages of the CPD cycle should relate specifically to the learning objectives identified in the reflection stage of the cycle.

The following support materials are available online:

[CPD Assessment guide](#)

[CPD Online Manual.](#)



In addition [The Pharmacy Forum NI](#) provides a range of different CPD facilitation training and support services.

For all CPD-related queries, please refer to the [CPD Frequently Asked Questions](#) available via our website, if you require further assistance you can contact: cpd@psni.org.uk or telephone at 02890 326927.

Dungannon Council meeting hailed as a success

The Council of the Pharmaceutical Society NI held its first Council meeting outside of its headquarters, on 7 November 2017. The meeting was held at Ranfurly House, in Dungannon.



The event was attended by the Deputy Chair of Mid Ulster Council, UUP Councillor, Mark Glasgow; Ulster Unionist MLA for Fermanagh and South Tyrone, Rosemary Barton; and Sinn Féin MLA for Fermanagh and South Tyrone Colm Gildernew.

The Council meeting was also attended by six pupils from St Joseph's Grammar School in Donaghmore, who are seeking to follow a career within a healthcare profession.

Speaking about the Council meeting, Mark Neale, Head of Public Affairs said:

“One of the benefits of being a devolved regulator is that we are relatively accessible to the public and registrants alike. Council has set itself the task of being more supportive and engaged with the public and registrants. Taking a Council meeting on the road for the first time in our 92 year history, was a first step on this journey and we are delighted with the level of engagement by local public representatives.

“The regulation of pharmacy in Northern Ireland is about protecting the public and maintaining public trust in the pharmacy profession. We consider it vitally important that our work is transparent and understood by the public and registrants alike and bringing our Council meetings to different parts of Northern Ireland will help facilitate this.

“All Council meetings are open to the public; upcoming meetings and agendas are placed on our website. Attending a Council meeting can provide a real insight into the regulation of pharmacists and healthcare professionals in general.

“We aim to repeat this exercise by hosting a Council meeting in a different location in Northern Ireland in 2018”.

Premises Retention has gone online

This year, to expedite registration processes for pharmacies, we have introduced a **new online process**, which replicates the paper based system for the retention of premises. This is both to aid submission for pharmacies and introduce efficiencies within the organisation.

The current registration of premises, under the Medicines Act 1968, to carry on the business of retail pharmacy, expires on **31 December 2017**. Pay-

ment is due **on or before 1st January 2018**.

Pharmacists, Pharmacy Owners and/or Superintendents can initiate and process the retention of premises application, including payment of the annual fee, using the access data supplied by the Society and visiting the following link: <https://members.psni.org.uk/Membership/Registrants/Register>.

For further information and instructions for using the online system, or paper applications (which is still available as an option) please visit: <http://www.psni.org.uk/registration/premises-registration/>

If you have any problems accessing or navigating the online system please call: 028 9032 6927



Please note the our offices are closed from 23 December 17 to 01 January 18 inclusive and there is no access to technical support during this period.

Pre-registration update

As the majority of pre-registration trainees are approaching the half way point of training, the following updates will be of interest to trainees and tutors.

E-portfolio update:

The purpose of the e-portfolio and the performance standards is to ensure that trainee pharmacists are consistently demonstrating their developing competency throughout the year. Trainee progress against performance standards completion is monitored by the Pharmaceutical Society NI and the majority of trainees are making steady progress.

We also monitor verification by tutors. Tutors are reminded to log on to the e-portfolio each week to verify their trainee's cycles. This is to ensure that

the percentage completion scores are a true reflection of your trainee's progress.

Trainees: are required to submit sufficient cycles to achieve the following targets at each appraisal:

- 50% completion by 26 weeks
- 75 to 90% completion by 39 weeks
- 100% completion by 50 weeks

Tutors: are required to verify a sufficient number of cycles so that trainees can meet the expected levels of completion.

Monitoring

Where trainee progress or tutor verification is not at expected levels, we will contact the trainee and their respective tutors to determine if there is any reasonable explanation as to why progress is behind or if any barriers exist.

Appraisal update

The appraisal process is aimed at providing motivation and encouragement to trainees alongside identifying areas that require improvement. All trainees have reached their 13 week appraisal and many are approaching their 26 week appraisal. Appraisals are reviewed by the Pharmaceutical Society NI and to date the appraisals submitted indicate positive engagement between tutors and trainees. Appraisal time is also an excellent opportunity for tutors and trainees to revisit the [learning contract](#) and reaffirm the commitments made by both parties at the start of training.

Notify us if training arrangements change

We recognise that life events or unforeseen circumstances can arise, which means the training arrangements between tutors and trainees made at the start of the year must change (for example tutor absence due to sickness, maternity). The Standards for Pre-Registration Training define the obligation on trainees, tutors and employers in relation to notifying us of any changes in training arrangements.

If changes to your training arrangements are unavoidable, make early contact with the Pharmaceuti-

cal Society NI to ensure that change is managed and recognised by your regulator.

Please note - if you do not notify us of changes to your training arrangements, all training subsequent to the un-notified change, will not be recognised.

Raising concerns about pre-registration training

If you have any concerns about your training arrangements you can raise those via the Pharmaceutical Society NI website or with the Pre-registration Lead directly. All concerns will be taken seriously and objectively investigated.

Protected Development Time

Protected development time is a mandatory part of the pre-registration year and it is a requirement for all tutors to provide trainees with this time during their training.

The standards for pre-registration training state that:

"A tutor must ensure that the pre-registration trainee will have onsite Personal Protected Professional Development time, agreed through discussion between trainee and his tutor. Training needs should be reviewed regularly. A minimum of the equivalent of four hours per working week must be dedicated to Personal Protected Professional Development Time."

As part of the annual review of pre-registration training, trainees are asked if they have received four hours per week protected time for study and development.

Training start dates for next year

For 2018-2019, pre-registration training can start between **2nd July 2018 and 17th September 2018**.

The application form for 2018/19 is now available via the following link to the [pre-registration application form](#).