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training pathway

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ANSWERS

Background
What is the CPPE Medicines optimisation in care homes training pathway for pharmacy professionals and where can I learn more?

The Medicines optimisation in care homes training pathway for pharmacy professionals has been developed to equip pharmacists and pharmacy technicians with the knowledge and skills necessary to meet the objectives of the NHS England Medicines Optimisation in Care Homes programme.

CPPE has been commissioned by Health Education England (HEE), on behalf of NHS England (NHSE), to provide the education for 600 pharmacists and pharmacy technicians recruited to NHSE Medicines Optimisation in Care Homes programme. We have created a training pathway that will meet the needs of these pharmacy professionals and ensure they are fully equipped in their medicines optimisation roles in care homes.

As part of our pathway development process, we are working with experts in the enhanced health in care homes (ECHC) vanguards, and across primary and secondary care, to ensure a multidisciplinary approach. We are linking with clinical pharmacists in general practice and engaging with care home residents and the public in our programme development.

The 18-month programme began on 30 April 2018 and there will be a phased recruitment into the pathway, with cohorts starting in September 2018, January 2019, April 2019 and September 2019.

The programme focuses on the development of:
- highly skilled pharmacists who will adopt a patient-facing, person-centred role to clinically assess, review and prescribe for people in care homes
- highly skilled pharmacy technicians who will conduct person-centred medicines reconciliation and manage, review and audit medicines systems across care homes settings.

You can find out more about the structure and content of the Medicines optimisation in care homes training pathway on the CPPE website.
What knowledge and skills do I need for this role?
The roles are for pharmacists and pharmacy technicians who have some experience in a patient-facing role in community pharmacy, hospital pharmacy or primary care.

I have never worked in a care home or a clinical commissioning group (CCG). Does this matter?
Pharmacy professionals will enter the pathway with experience in community, hospital, CCGs or general practice. Lack of previous experience working in a care home or primary care is not a barrier to applying for a care homes pharmacy professional position. On the pathway, you will have access to the training you need for your role. The training will include a funded independent prescribing course for pharmacists.

I already work in a care home practice. Is there a fast track process to complete the training pathway?
No, the pathway is designed so that pharmacists and pharmacy technicians with a range of experience will spend time learning together. The pathway aims to meet the learning needs of care homes pharmacy professionals.

If you enter the pathway with more experience, you may find that you need to spend less time working through the self-directed learning or it will act as a refresher. Where there are options, you will be supported to choose the right ones for you based on your personal development plan. Module 5 (the last module) will provide advanced knowledge or skills options that you can choose depending on the care home settings you work in and your scope of practice.

Pharmacists and pharmacy technicians will be offered the same learning and they will be supported to decide what is relevant to their role. Study days, residential workshops and learning sets will provide the opportunity for pharmacy professionals to learn together and work through cases and scenarios to identify what each pharmacy professional’s role and responsibility is with regard to the people introduced in the learning.

Is the training pathway the same for clinical pharmacists and pharmacy technicians?
The pathway modules are the same for all pharmacy professionals employed as part of the NHS England scheme. The training is designed with some flexibility to take into account the differences in prior experience and the different roles of pharmacy professionals employed.

There are five modules, with Module 5 providing a range of advanced options to meet different pharmacy professional's learning needs. Pharmacists and pharmacy technicians will be embedded within care homes and they will become full integrated members of the multidisciplinary team. Therefore it is vital that both pharmacists and technicians have a full appreciation of each other’s expertise. Where both pharmacists and pharmacy technicians are in attendance at study days together within the pathway, the learning will be tailored to meet the learning needs of both pharmacists and pharmacy technicians so individuals can improve the understanding of colleagues’ roles and responsibilities.

Enrolment
Is enrolment for the training pathway open? Who can enrol?
The first cohort of pharmacy professionals to enrol on the pathway were already working in a care home environment and were selected by NHS England (after an expression of interest process). They are taking part in the training pathway but their salaries are not be supported by NHS England. The first cohort started on 30 April 2018.

For subsequent cohorts, each integrated care system (ICS)/sustainability and transformation partnerships (STP) area has produced a plan of how the NHSE Medicines Optimisation in Care Homes programme will be deployed in its area. The plans describe how pharmacy professionals will be recruited into the local
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programme. These local programmes will vary across England. It is expected that the roles will be advertised through NHS jobs from July 2018 onwards depending on when the local plans are signed off.

When can I start on the training pathway?
The Medicines optimisation in care homes training pathway will have four further intakes in September 2018, January 2019, April 2019 and September 2019. Total recruitment will be up to 240 whole time equivalent (WTE) pharmacy professionals which will amount to up to 600 pharmacy professionals working full or part time (minimum 0.4 WTE/two days per week in a care home setting). Please make sure you can attend all the residential workshop dates in Module 1 before you book on a specific cohort. The dates will be available on the CPPE website before you book.

If I am not employed as part of the NHS England Medicines Optimisation in Care Homes programme can I enrol or access any of the learning?
The 600 places are reserved for those employed as part of the NHS England Medicines Optimisation in Care Homes programme but it is expected that the 240 WTE places may not convert into 600 people so there may be some spare places for those not employed through the programme. NHS England, Health Education England and CPPE will be monitoring the numbers so that places can be made available when the actual number of people employed is known. NHS England will decide how these spare places will be allocated.

We are currently discussing how we can make some of the learning available to pharmacy professionals not on the NHS England programme. In the meantime CPPE has a range of learning available through the Care homes gateway page including an e-learning programme, Care homes: supporting people, optimising medicines and a workshop, Care homes, medicines and older people, which is being run in various locations in England. There is also other suitable learning listed under the Learning heading later in this document.

When does the education pathway end?
The pathway is an 18-month pathway and the end date will depend upon the date you commence your pathway education.

As a care homes pharmacist, do I need to hold a prescribing qualification before I apply to enrol on the pathway?
You do not need to hold a prescribing qualification before you apply to enrol on the pathway. However as prescribing is an integral part of the role of the care home pharmacist, you will undertake a prescribing qualification at one of the universities commissioned to provide this training. This will normally be at the end of the pathway but taking a break in the middle of the pathway to complete the independent prescribing course is possible.

Is independent prescribing offered and funded on the training pathway?
Yes, as part of the Pharmacy Integration Fund, pharmacists employed within the NHSE Medicines Optimisation in Care Homes programme will be eligible to apply for the independent prescribing programmes that are fully funded and available to all relevant pharmacists providing NHS services to patients where independent prescribing is appropriate to their role. Please note HEE funds the cost of the university course. HEE does not fund workplace costs, eg, supervision or remuneration for time on the course. HEE only funds the courses at the universities which were selected through a competitive tendering process. A factsheet detailing the courses and start dates will be made available on the website once the details are available.
Where can I find out more information about independent prescriber training and accredited programmes?
There will be information on the independent prescribing courses for all the NHS England Pharmacy Integration Fund programmes on our website and on the learners CPPE virtual learning environment, Canvas, when the providers have been announced. We expect this to be in early September 2019.

I hold a prescriber qualification but have never used it. Do I need to renew my qualification?
You do not need to renew your qualification. However, you need to make sure that you are still competent to prescribe. We recommend that you apply to attend the CPPE Return to prescribing course. There are two courses available.
- A three day course is available on an ad hoc basis when enough people have registered an interest in attending. You can register your interest for this course at www.cppe.ac.uk/career/return-prescribing and the course lead will contact you to let you know when a place is available.
- There is also a shorter course available to those who are part of the Medicines optimisation in care homes training pathway and Clinical pharmacists in general practice education. This course consists of three webinars which are all compulsory. It is shorter than the three day course as the course content takes into account the learning you will get from other aspects of your training pathway to prevent duplication. The CPPE Return to prescribing course will be held three times a year over the next three years. Further information about these courses will be available on Canvas, the virtual learning platform which each person enrolled on the pathway will have access to.

Can I choose which care home I work in?
The care homes will be specified by the commissioner and the employing organisation that has been selected as part of the NHS England programme. You can apply for any job advertised as part of the programme.

Who is funding the training pathway?
Health Education England, (on behalf of NHS England through the Pharmacy Integration Fund), has commissioned CPPE to deliver a fully funded training pathway for the Medicines Optimisation in Care Homes programme.

Human resource and practical issues
I am already working in a care home, can I apply for an NHS England funded post?
Yes.

How much will pharmacists and technicians working in the Medicines Optimisation in Care homes programme be paid?
This will be detailed in the individual NHS England Scheme job adverts however pharmacists posts are expected to be banded at NHS agenda for change band 8a and pharmacy technician posts are expected to be at least a band 5 (up to band 6).

How many days a week will I be working in a care home setting to qualify for the NHS England programme and the training pathway?
You must be employed for a minimum of 0.4 WTE (two days per week). Pharmacy professionals on the training pathway will be employed between two and five days per week.

What is the time commitment for the training pathway?
A requirement of the NHS England programme funding is that your employer must provide 28 days of protected learning time for face-to-face events which include residential courses, study days, learning sets
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and supervision meetings. The 28 days must be provided to all the learners on the pathway regardless of how many days a week they are working in a care home setting.

There will also be quite a lot of self-directed learning in your own time as with any postgraduate learning. It is difficult to predict how much this will be as it will depend on your prior learning and how quickly you learn but we estimate that it may be somewhere between 20 and 30 days over the 18-month pathway. So the estimated total time commitment will be between 50 and 60 days over 18 months, an average of about three days per month. The first module will have a higher than average time commitment due to the eight-week e-course and the residential workshops.

Where will the study days and residential workshops take place?

Residential workshops and study day venues will depend on how many learners there are in each cohort. Each cohort will be divided into groups of about 30.

Smaller numbers of applicants in each cohort will mean venues just in the Leeds and London areas. With larger numbers we will add hubs in the South, the Midlands and possibly Manchester area but we won't know about these until nearer the start time of each cohort. Applicants will be offered a choice of all the venues available for that cohort once they have started the course. Learners need to be prepared to travel to Leeds or London if a more local venue is not on offer.

When will the study days and residential workshops take place?

The dates for the residential workshops in module 1 can be found under the Training pathway tab on the Medicines optimisation in care homes training pathway website page. There are two lots of two days that are compulsory. You can attend days 1 and 2 in one area and days 3 and 4 in another area if your other commitments make this necessary, although local networking helps to build relationships and provide local support from the start. The study day dates for subsequent modules will be available on Canvas, our online virtual learning platform, once you have enrolled on the pathway.

Do I need personal indemnity insurance?

The GPhC standards require that all your work, or work for which you are responsible, is covered by appropriate professional indemnity cover. Depending on the type of organisation you are employed by, you may have to pay for your own cover or this may be provided by your employers. It is your responsibility to check if there is cover already in place for you.

NHS England has been working with stakeholders to address clinical negligence cover across primary care in the longer term. NHS provider organisations do provide indemnity cover for staff but this is not necessarily the case with other organisations providing NHS services such as GP practices and community pharmacies.

If you do need to take out your own indemnity insurance NHS England has a list of insurers and these are available to learners on the CPPE virtual learning platform, Canvas.

Can I continue to contribute to the NHS pension?

This will depend on who your employer will be. NHS provider organisations (such as acute or community trusts), most CCGs, and general practices offer the NHS pension. You will need to discuss your terms and conditions of employment with your employer.

Do I need to have or update my NHS Smartcard?

You will need to either obtain a new NHS Smartcard or update your existing one to allow you to access computer systems that require NHS Smartcard login, eg, in a GP practice. You should discuss this with your
Do I need to apply for an enhanced Disclosure and Barring Service (DBS) check before enrolling on the pathway?
You may have had a DBS check before taking up your current employment. It is up to your employer to decide whether a more recent check is necessary.

Do I need to pay for the pathway?
Health Education England, (on behalf of NHS England through the Pharmacy Integration Fund), has commissioned CPPE to deliver a fully funded training pathway for the Medicines Optimisation in Care Homes programme. The pathway includes assessments, webinars, residential courses (with overnight accommodation between the days of the course, eg, if the course is on a Wednesday and a Thursday accommodation will be provided on the Wednesday night), study days, educational support and supervision. It does not include travel costs to attend study days, your annual RPS or APTUK membership fee or any application for RPS Faculty assessment. However, if you do not complete the pathway without adequate reason CPPE may charge you.

What if I go on maternity leave or have health issues while part of the Medicines optimisation in care homes training pathway?
You will need to contact your CPPE education supervisor as soon as possible and your completion and assessment dates will be adjusted. We anticipate being able to offer interruptions to your study for up to 12 months. However return to the programme is dependent on how long the education pathway still has to run. It is essential that you keep your educational supervisor informed regarding any health issues that may affect your ability to engage with the pathway.

Can I take a break during the pathway?
You can take a break from the pathway for the following reasons:
- commencement of an independent prescribing qualification (but you must return to the pathway or you may be charged)
- personal circumstances such as maternity leave or ill health (with medical note).

We will not accept routine pressures of work as a reason for interruption.

Do I need to be a member of the Royal Pharmaceutical Society or the Association of Pharmacy Technicians UK?
By applying for a place on the pathway you have demonstrated that you want to be a leader in pharmacy. We expect all leaders in the pharmacy professions to be members of their professional leadership body, the Royal Pharmaceutical Society or the Association of Pharmacy Technicians UK. Pharmacists will be encouraged to complete their application for RPS Faculty membership once they have completed their statement of assessment and progression. You must be a RPS member to make an RPS Faculty application.

Assessment
What assessment is there on the Medicines optimisation in care homes training pathway?
You will complete three assessment stages as part of the Medicines optimisation in care homes training pathway. Detailed information about the assessment tools at each stage can be found on pathway pages on the CPPE website.

The pathway assessments are unfamiliar to me; how will I be supported?
You will familiarise yourself with the assessment tools in your learning sets and with your education supervisor. There is a guidance available for each assessment and, where appropriate, videos supporting
your understanding of how to complete the assessments. Assessment timescales will be clearly articulated at the start of the pathway, allowing plenty of time to organise work-based assessments with your clinical supervisor and the wider team.

Will I get a qualification at the end of the pathway?
No, there is no formal qualification, but you will receive a *Statement of assessment and progression* which you will be able to use as evidence of completing the pathway and passing all the assessments. We already know that employers are recognising the *Statement of assessment and progression* in the recruitment process.

Ongoing support
Who is my education supervisor and how can I contact them?
As part of the pathway, CPPE will allocate an education supervisor to you. Your education supervisor will be responsible for overseeing your progress through the pathway. Your education supervisor is your first point of contact. Contact details are available in the pathway handbook.

What is the role of my education supervisor?
Your education supervisor will ensure that you have an effective learning experience throughout the pathway. They will achieve this by working with you to identify your learning and development needs and support you to produce a personal development plan (PDP). Your education supervisor will provide feedback on progress in relation to goals in your PDP, track assessments and conduct progress reviews to enable progression through your 18-month pathway. You will agree and sign a learning contract with your education supervisor.

What is the role of the care homes clinical supervisor?
All pharmacy professionals will have a named clinical supervisor who will supervise them in the workplace, providing a rapid response to issues as they arise. The clinical supervisor will be a senior clinical pharmacist or senior clinical health professional appointed by the employing organisation with the relevant skills and experience to support both pharmacists and pharmacy technicians. The clinical supervisor will provide regular, protected time for facilitated, in-depth reflection of clinical pharmacy practice. The clinical supervisor will provide responses to issues as they arise, support role development and integration into the care home, and ensure safe management of workload. They will offer the pharmacy professional feedback and may offer supervision such as developmental conversations and debrief after clinical sessions. They will provide feedback on your progress to the education supervisor.

What is the role of my clinical mentor?
The clinical mentor is a clinical pharmacist, appointed by CPPE, who will either have experience in care homes clinical work or relevant clinical responsibilities in a care homes position. They will act as a role model and provide leadership and group mentoring via the learning sets. They will be able to provide some one-to-one support on referral from the education supervisor.

Can my clinical supervisor also be on the training pathway?
The clinical supervisor should not be on the training pathway at the same time as they are providing supervision. However, in some circumstances this may be acceptable, for instance, if the clinical supervisor is on an earlier cohort and is already experienced in a care home setting. Please refer to your CPPE education supervisor for more advice about this or email carehomes@cppe.ac.uk to discuss this with one of the CPPE care homes team.
How does the support structure underpin the programme work?
Your clinical supervisor ensures day-to-day clinical supervision and training. Your education supervisor oversees progress through the pathway. Your clinical mentor acts as a role model and facilitates assessment through case-based discussions at learning sets and provides feedback and advice about non-urgent clinical issues arising in practice.

I am interested in being a clinical mentor for this programme. How do I apply?
CPPE is recruiting clinical mentors to support the learners on the training pathway. This is an hourly rate payable for this role and the time commitment is flexible depending on the number of learners needing support. If you are a clinical pharmacist with experience of care home settings and would like to know more about this role please email carehomes@cppe.ac.uk

Learning
What does the 18-month training pathway consist of?
Information about the content of the learning pathway can be found under the Training pathway tab on the Medicines optimisation in care homes training pathway website page.

Can I do some learning to prepare to apply for an NHS England post now?
Yes, you can access the Care homes gateway page and the Safeguarding gateway page on the CPPE website and start to work through some of the suggested learning. CPPE is also delivering one-day study events across England using education developed for Clinical pharmacists in general practice education open to all pharmacy professionals, which are relevant to those working in the care homes setting too. You can book on these events on the CPPE website but please note that some of this learning will be repeated on the Medicines optimisation in care homes training pathway for pharmacy professionals.

- **Care homes, medicines and older people workshop**
  This workshop is for pharmacy professionals who are new to, or are considering providing clinical services to, care homes for older people.

- **Medication review study day**
  This study day will help you engage actively in face-to-face clinical medication reviews with patients. You will evaluate a range of clinical medication review tools and apply evidence-based resources to assess patient outcomes.

- **Primary care pharmacy study day**
  The aim of this study day is to provide evidence-based clinical updates, share good practice ideas and consider hot topics in primary care. There will be opportunities for networking and to hear updates on resources available from CPPE.

- **Clinical assessment skills and history taking in general practice study day**
  At this study day you will practice taking a patient-focused history and consider what action to take about symptoms of concern. You will practice handwashing and urinalysis techniques, respiratory and cardiovascular clinical assessment skills.

- **Consultation skills for general practice study day**
  This study day will support you in developing the key consultation skills needed to ensure you are confident in delivering high-quality, person-centred consultations and will be specifically tailored to support you in working within the general practice environment.

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