

General

- What are CPPE public health workshops?
- As a commissioner or potential service provider, why should I use a CPPE public health workshop?
- Who can use CPPE public health workshop resources?
- Who is the training for?
- Can we run sessions with pharmacists, pharmacy technicians and other pharmacy staff members?
- Can we invite non-pharmacy healthcare professionals to a CPPE public health workshop?
- Who delivers public health workshops?
- How much does a CPPE public health workshop cost?
- Can CPPE provide facilitation support?
- How much does it cost to commission one or more events from CPPE?
- Does this use of CPPE materials just apply to public health workshops?

Facilitation

- How much preparation is required by the facilitator?
- What is the ideal number of participants?
- Do I need audio visual equipment and internet access to run a public health workshop?
- Does the commissioner or provider have to distribute the materials to participants?

Eligibility to deliver community pharmacy services

- What does a pharmacist or pharmacy technician need to do to become eligible to deliver a locally commissioned service?
- What is the Declaration of Competence (DoC) model?
- How will commissioners know that events have been attended, learning programmes have been accessed and assessments have been completed successfully?

Evaluation

- How are the events evaluated?
- How do I know when new topics become available?

July 2015

General

What are CPPE public health workshops?

CPPE offers public health workshops run by CPPE pharmacy tutors as part of its core provision, funded by Health Education England. Workshops are usually delivered in areas where services are already established, to refresh the skills of pharmacists already offering the service or to help new pharmacists become service-ready.

The learning materials developed for CPPE public health workshops also provide a resource for commissioners and potential providers of community pharmacy locally commissioned services to deliver local learning events, either by themselves or by commissioning CPPE tutors to run them.

The resource available for use locally typically includes a pre-workshop booklet, a case study booklet, a facilitator's guide and a PowerPoint presentation to be used by one or two local speakers.

[Return to top](#)

As a commissioner or potential service provider, why should I use a CPPE public health workshop?

CPPE has a full range of learning programmes and e-assessments to support community pharmacy services but we recognise that local face-to-face training events are often needed to launch new services or recruit new service providers.

Using a CPPE public health workshop resource for face-to-face training event(s) enables providers and commissioners to deliver quality-assured training and save time and effort by using materials that have already been professionally developed.

[Return to top](#)

Who can use CPPE public health workshop resources?

Any organisation in England wishing to provide face-to-face training for community pharmacy services can use the CPPE public health workshop resource. The organisation could be a local authority commissioner, such as a local sexual health commissioning lead, or a provider, such as a multiple pharmacy chain, higher education institution, hospital, training organisation or individual trainer.

[Return to top](#)

Who is the training for?

The training is aimed primarily at registered pharmacists and pharmacy technicians who want to update their knowledge and skills to enable them to deliver services in the community. It can be used to satisfy specific competencies as part of the Declaration of Competence (DoC) model, if this is accepted by the local commissioner and is part of the service level agreement for the service.

It may also be of interest to the wider healthcare team, so organisations can use it as they wish and invite whoever they choose to the event. CPPE e-assessments associated with the training are freely available to all, including those not registered with the General Pharmaceutical Council (GPhC), by registering on the CPPE website.

[Return to top](#)

Can we run sessions with pharmacists, pharmacy technicians and other pharmacy staff members?

Yes, CPPE actively encourages this approach as all members of the team need to be involved to effectively deliver public health services in the community pharmacy. Your target audience is your choice.

[Return to top](#)

Can we invite non-pharmacy healthcare professionals to a CPPE public health workshop?

Yes, if appropriate to your needs. Learning in a multidisciplinary setting can be beneficial.

[Return to top](#)

Who delivers public health workshops?

CPPE has a national network of tutors who are all pharmacy professionals. They can be commissioned to facilitate your public health workshop. If you would like to contact your local tutor, go to: www.cppe.ac.uk/about-cppe/find-a-tutor

Alternatively, the workshop can be facilitated by someone from within your organisation.

It is also usually helpful to have a local clinical and/or patient group direction (PGD) expert to help deliver the session and field questions.

[Return to top](#)

How much does a CPPE public health workshop cost?

All CPPE public health workshop materials are available free of charge as downloadable PDFs and PowerPoint presentations via the CPPE website. Any venue, catering, printing (if required), speaker and facilitator costs are your responsibility.

[Return to top](#)

Can CPPE provide facilitation support?

Yes, local CPPE tutors can be commissioned to facilitate the learning events if required. There is a fee for facilitator time.

[Return to top](#)

How much does it cost to commission one or more events from CPPE?

Please talk to your local CPPE tutor in the first instance, as the cost will depend on your specific requirements.

[Return to top](#)

Does this use of CPPE materials just apply to public health workshops?

No, you can use all CPPE learning materials to train pharmacy professionals and staff, as long as you are not doing so for commercial gain. CPPE does generate income from commissioned learning as described in this document, but only for reinvestment in to our core provision for pharmacy professionals in England.

[Return to top](#)

Facilitation

How much preparation is required by the facilitator?

This depends on whether the facilitator is also responsible for the booking arrangements and finding the local speaker(s).

Using the CPPE public health workshop resources cuts down the preparation time required by the facilitator as CPPE provides the complete learning event, including a detailed facilitator's guide.

[Return to top](#)

What is the ideal number of participants?

This will depend on local circumstances but ideally a maximum of 15-20 participants. CPPE workshops are based on active learning so participants are split into small groups of four to six individuals for the group work. Consider using two or more facilitators if the numbers are large, or run several sessions.

[Return to top](#)

Do I need audio visual equipment and internet access to run a public health workshop?

Most CPPE public health workshops contain a presentation so access to a computer and projector is required. Internet access is useful for some of the links within presentations.

[Return to top](#)

Does the commissioner or provider have to distribute the materials to participants?

All materials are downloadable by the provider or commissioning organisation from the CPPE website. Once registered with the CPPE website, if you are unable to access the specific materials you require, please contact: info@cppe.ac.uk and we will be able to allow access for you.

Once access has been granted, you can then download and distribute workshop materials to the participants, as required.

[Return to top](#)

Eligibility to deliver community pharmacy services

What does a pharmacist or pharmacy technician need to do to become eligible to deliver a locally commissioned service?

The requirements of pharmacy professionals to deliver a commissioned service are set locally by the service commissioner.

[Return to top](#)

What is the Declaration of Competence (DoC) model?

Some commissioners may request that pharmacy professionals complete the Declaration of Competence (DoC) before they undertake a service. This requirement should be stated within the service level agreement for the service and/or the PGD.

The learning objectives within CPPE public health workshops have been mapped to some of the required competencies within the self-assessment frameworks which pharmacy professionals complete as part of this process. You can find out more at: www.cppe.ac.uk/services/declaration-of-competence

[Return to top](#)

How will commissioners know that events have been attended, learning programmes have been accessed and assessments have been completed successfully?

Attending a CPPE public health workshop is one step of the DoC process for a service. The workshop complements CPPE learning programmes and e-assessments for each topic. If the DoC model has been adopted locally, pharmacy professionals can download, print and sign a DoC certificate which can be used as evidence for their employer and commissioner of the accessed learning and completed assessment. Pharmacy professionals are required to complete their DoC as part of the PharmOutcomes enrolment if this process is used to facilitate service delivery.

[Return to top](#)

Evaluation

How are the events evaluated?

Local commissioners are free to use their own local procedures to evaluate the events.

[Return to top](#)

How do I know when new topics become available?

Information about new topics is posted regularly on the [CPPE website](#).

[Return to top](#)