



# **Frequently Asked Questions (FAQs)**

**Version 5**

**July 2022**

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## Programme

### Q. What is the Post-Registration Foundation programme?

**A.** The NES Post-Registration Foundation Programme for Newly Qualified Pharmacists in Scotland has been developed in collaboration with the Royal Pharmaceutical Society (RPS) and a wide range of stakeholders from across the UK and different sectors, including NES. The RPS curriculum sets out the overarching expected outcomes of training programmes across the UK for the early post-registration period and supports the development of more standardised and structured work-based training models for all post-registration pharmacists working in patient-focussed roles, regardless of their sector of practice.

The overarching RPS curriculum has been designed to develop pharmacist independent prescribers who have the requisite knowledge, skills, and behaviours to deliver safe and effective holistic person-centred pharmaceutical care to an increasingly complex patient population and are able to contribute to improving how patient care and services are delivered. It supports pharmacists in the early stages of their career to increase their confidence and competence, develop a systematic approach to practice, and become valued members of integrated healthcare teams. It is based on practice-based learning and effective supervision to optimise learning through regular feedback, reflection, and achievement of identified learning needs.

The NHS Education for Scotland (NES) Post-Registration Foundation programme has been designed to support completion of the RPS curriculum and includes some additional specific learning content to reflect the needs of the patients, workforce, and service delivery in NHS Scotland. Completing the NES Post-Registration Foundation programme allows pharmacists to achieve a UK-wide recognised professional credential whilst completing a training programme which reflects pharmacy practice in Scotland.

### Q. What are the benefits of the programme?

**A.** The programme aims to develop pharmacists to become proficient, confident, person-centred, safe, resilient, and resourceful practitioners. By completing the training programme, you will develop knowledge and skills which will allow you to develop your professional practice as a pharmacist in areas including the following:

- delivery of holistic person-centred pharmaceutical care
- management of increasingly complex people with multi-morbidities
- providing more enhanced clinical services
- prescribing within agreed scope of practice
- working in integrated multidisciplinary teams
- undertaking quality improvement projects to positively impact on patient care and service delivery
- developing and delivering education and training for the pharmacy and multidisciplinary teams
- participating in research activities



## **Q. How long will it take to complete the programme?**

**A.** It is anticipated that it will take approximated two to three years to complete the programme and be ready to submit for assessment, but this is a guide. If you need longer this will be discussed at your reviews with your Education Supervisor and communicated to NES Pharmacy. Breaks in training due to unforeseen circumstances, for example ill health or maternity leave, will be accommodated.

## **Q. Who is the programme for?**

**A.** The programme is for newly qualified pharmacists who have just completed their Foundation Training Year (FTY, Pre- Registration Training (PRPS)) year and who are employed in a post working in community, hospital, or primary care sectors of practice.

## **Q. Do I need to be an RPS member to undertake the training?**

**A.** No. You do not need to be an RPS member to undertake the training. If you are a member of the RPS you will have access to additional UK resources. NES Pharmacy will provide specific resources for the programme in Scotland on TURAS Learn which will be available for all Foundation pharmacists registered to undertake their training in Scotland.

## **Q. How and when can I register for the programme?**

**A.** Formal registration opens on 1<sup>st</sup> of August 2022. You can register on this date so long as you are; on the GPhC register as a registered pharmacist, are employed by an organisation, and have also got permission from your line manager to register. Registration is via the [NES Pharmacy website](#). Registration will close on the 31<sup>st</sup> of August 2022 to allow the NES team to process for a 1<sup>st</sup> of October 2022 start date. There will be a separate registration period from the 1<sup>st</sup> of December 2022 to the 13<sup>th</sup> of January 2023 for newly qualified pharmacists who are unable to commence the programme in October 2022. This second intake will commence the programme on the 1<sup>st</sup> of February 2023.

## **Q. What will the programme entail?**

**A.** The programme will involve completing an evidence framework developed by NES, which has been aligned to the overarching RPS curriculum. Within the evidence framework there are five domains; Patient-Centred Care and Collaboration, Professional Practice, Leadership and Management, Education and Research. For each domain of the framework, there is a specified set of capabilities and learning outcomes which are used to plan, conduct, and evaluate the Foundation pharmacist's performance. The training is supported by resources that help the Foundation pharmacist develop underpinning knowledge to support the completion of the learning outcomes. These resources are in a variety of learning formats such as online courses, e-Learning modules, and webinars.



## Q. What is the difference between Educational Supervisors and Practice Supervisors?

### A.

Educational Supervisors (ES) are experienced pharmacists who facilitate the Foundation pharmacist's training and assess their development overall throughout the duration of the training programme. The Foundation pharmacist should meet with their ES monthly and record the meetings within their portfolio.

The role of the ES is to:

- meet with the Foundation pharmacist monthly
- help the Foundation pharmacist to identify their development needs and develop learning objectives as required
- ensure that the Foundation pharmacist receives structured training
- ensure that the evidence developed against curriculum outcomes, meets in the ES's view the appropriate standard
- provide written feedback for evidence
- assist the Foundation pharmacist to organise specific learning opportunities to achieve identified learning needs
- undertake formal review of the Foundation pharmacist's progress every four months of the training programme
- identify and support Foundation pharmacists who require additional support

Educational Supervisors are required to register with NES as part of the training programme. They are also required to be qualified for a minimum of two years and will be expected to have undertaken training relating to the programme and supervised learning events. Practice Supervisors are experienced pharmacists or pharmacy technicians or any other member of the health care team. For example, doctor, GP, advanced nurse practitioner. They work more closely with Foundation pharmacists and may observe practice on a more regular basis than the Educational Supervisor. They will undertake supervised learning events (SLEs) as part of the ongoing assessment of Foundation pharmacists during training.

They may work within a specific area of practice and are therefore responsible for the training of the Foundation pharmacist when they are within their specific area of practice. For example, this can be a specialist aseptic, clinical or Medicines Information pharmacist. A Foundation pharmacist may have several Practice Supervisors throughout their training programme, but this will very much depend on where they work.

Alternatively, they may be an experienced pharmacist who works with the Foundation pharmacist on an occasional basis due to workplace demands. For example, within a Community Pharmacy which the Foundation pharmacist occasionally provides additional pharmacist cover or within a busy hospital ward during periods of high workload.

The PS will help identify the Foundation pharmacist's further development needs by undertaking supervised learning events (SLEs). As PSs' are not currently registered with NES, they are not required to attend compulsory training sessions. However, PSs' are welcome to attend any of the induction or peer support events if they feel they require support and we would suggest they undertake training on supervised learning events. Details of these events can be found on [TURAS Learn](#).



## **Q. How to I enlist the help of an Educational Supervisor?**

**A.** If you are interested in undertaking this programme, we require you discuss with your line manager or employer in the first instance. You should have an identified Educational Supervisor when registering for the programme.

## **Q. What support is available as part of the programme?**

**A.** Apart from the Educational Supervisor, there will be Practice Supervisors who will work alongside you. They may change depending on the stage of your training or they may remain the same throughout your entire training period. Their role is to support you each day in practice. When undertaking the IP course, you will be supervised by Designated Prescribing Practitioner (DPP) who will ensure that the learning outcomes relating to the IP course are ready for submission for assessment by the University.

Senior Educators from NES Pharmacy are responsible for groups of Foundation pharmacists (FPs) and will provide regular online sessions to help you locally. There may be an Educational Lead within your organisation who will also support you. People known as collaborators will undertake supervised learning events (SLEs) as a form of regular assessment during your training. For further information on SLEs see the section later in this document.

## **Q. What evidence can Foundation pharmacists, who have completed a Foundation Training Year (Pre-Registration year), transfer to the programme?**

**A.** Evidence for this programme is at a more advanced level than Foundation Training Year (FTY) training and therefore you should be developing new evidence to meet the requirements of the curriculum.

## **Q. Is there a timetable of what needs to be covered and when?**

**A.** A programme of learning will be available to Foundation pharmacists on TURAS Learn after registration.

## **Q. What happens if the Educational Supervisor or sector of practice changes during training?**

**A.** The Post-Registration Foundation programme is designed to be flexible across all sectors of pharmacy practice so if the Foundation pharmacist changes role and this requires a change in Educational Supervisor or sector of practice then the training to that point can be transferred. The Foundation pharmacist should contact their NES Senior Educator to discuss any changes in employment and training.

## **Independent Prescribing (IP)**



**Q. What does it mean that the programme now includes Independent Prescribing (IP) as a Qualification?**

**A.** Foundation pharmacists will register after 12 months of training ( so in Year 2 of training), a successful Intermediate Progress Review and with agreement from their Educational Supervisor. The course will be undertaken at either Robert Gordon University or The University of Strathclyde. When you have received your Practice Certificate for Independent Prescribing and completed the non-independent prescribing part of the Post-Registration Foundation programme you will submit your online portfolio to the RPS for the final assessment. If successful, you will be awarded the RPS post-registration foundation pharmacist credential which is recognised across the UK. Completion of both aspects is a requirement to receive the credential.

**Q. I am currently undertaking/ have recently completed a Post-Registration Foundation programme that didn't include the IP course. When will I be offered the IP course?**

**A.** We can't give you a timeline but we can reassure that NHS Boards are prioritising pharmacists for IP courses at a local level.

**Q. I don't wish to undertake IP as part of the Post-Registration Foundation programme. Is this possible?**

**A.** The new programme supports the Chief Pharmaceutical Officers (UK) vision for all patient focussed pharmacists to be independent prescribers and deliver enhanced patient care. Completing an IP course is therefore included as a core part of the programme. If you have concerns, please raise with your employer.

**Q. Do I need to be an Independent Prescriber before I can undertake an advanced practice training programme?**

**A.** This depends on the programme that you wish to undertake. Independent prescribing may be part of the pre-requisites for the RPS advanced credential which is currently being developed.

**Q. Where can I get more information on the IP courses which are part of the training programme?**

**A.** Information related to the IP course which will be delivered as part of your training will be available on [TURAS Learn](#) after registration and after approximately twelve months of training. For an estimated timeline you could access the individual university websites but for specific questions please contact the university.

Further information on Independent Prescribing courses available via NES can be found [here](#).





## Supervised Learning Events (SLEs)

### Q. What is a supervised learning event (SLE)?

**A.** A supervised learning event (SLE) is an interaction between a Foundation pharmacist and a supervisor or collaborator which leads to immediate feedback and reflective learning. They are designed to help Foundation pharmacists develop and improve their clinical and professional practice and to identify areas for further learning and development.

### Q. What is the purpose of a supervised learning event (SLE)?

**A.** SLEs aim to:

- supports and drives learning to develop capabilities which support safe and effective patient care
- look at the Foundation pharmacist's performance in their day-to-day practice and through the provision of immediate feedback to enable them to understand their own performance and reflect on areas for further development
- highlight the Foundation pharmacist's strengths, achievements, and good practice
- demonstrate engagement of Foundation pharmacists in the educational process
- identify Foundation pharmacists who may need additional support

Participation in this learning process, along with reflecting on the feedback received, is an important way for Foundation pharmacists to evaluate how they are progressing towards the outcomes in the NES programme.

### Q. Is a supervised learning event (SLE) an assessment?

**A.** No. SLEs are not assessments, they are learning events designed to support development through the provision of feedback. However, the Educational Supervisor will draw on the feedback gathered from SLEs during the monthly review meetings and the Intermediate Progress Reviews to check the Foundation pharmacist is making satisfactory progress. The RPS Post-registration Foundation Competency Committee will also review the information in SLEs as part of the final summative assessment.

### Q. Can a supervised learning event (SLE) be failed?

**A.** Individual SLEs are not pass/fail assessments but they are used collectively to inform the final summative assessment by the RPS Post-Registration Foundation Competency Committee.



## Q. What supervised learning events (SLEs) are included in the programme?

A. The following SLE tools are recommended in the evidence framework for the training programme:

SLE tool	Description
<b>Acute Care Assessment Tool (ACAT)</b>	Evaluates the individual's clinical assessment and management, decision making, team working, time management, record keeping prioritisation and handover over a continuous period across multiple patients. Can be used in all sectors.
<b>Case based discussion (CbD)</b>	Retrospectively evaluates the individual's input into patient care. A structured discussion is undertaken remotely from the patient and is used to explore clinical reasoning, decision making and application of clinical knowledge in practice
<b>Case Presentation (CP)</b>	Evaluates the individual's ability to orally present a case to colleagues
<b>Direct observation of non-clinical skills (DONCS)</b>	Evaluates the individual's non-clinical skills
<b>Directly observed procedure (DOPS)</b>	Evaluates the individual's ability to undertake a practical procedure
<b>Journal club presentation (JCP)</b>	Evaluates the individual's ability to present at a Journal Club.
<b>Leadership assessment skills (LEADER)</b>	Evaluates the individual's leadership and teamworking capabilities
<b>Mini clinical evaluation exercise (mini-CEX)</b>	Evaluates a global clinical encounter with a patient and assesses the synthesis of essential for clinical care such as history taking, communication, examination, and clinical reasoning
<b>Multiple source feedback tool (MSF)</b>	Evaluates the individual's performance using feedback from colleagues
<b>Patient survey (PS)</b>	Evaluates the individual's communication and consultation skills from the patient's perspective
<b>Patient Survey Reflection (PSR)</b>	Allows the individual to reflect on the feedback



<b>Quality improvement project assessment tool (QIPAT)</b>	Evaluates the individual's ability to undertake a quality improvement project.
<b>Reflective accounts (RA)</b>	Flexible tool for individuals to document reflection and learning from a wide range of settings
<b>Teaching observation tool (TO)</b>	Evaluates the individual's ability to deliver an effective learning experience to others.

## **Q. How to access the supervised learning event (SLE) forms?**

**A.** The forms can either be accessed directly from the e-Portfolio and sent electronically to the supervisor or collaborator, or a word version can be downloaded by from TURAS Learn.

## **Q. Do you need to plan supervised learning events (SLEs)?**

**A.** SLEs can be planned or spontaneous; depending on the situation, learning activity being supervised and availability of a collaborator you may need to schedule a SLE in advance. Foundation pharmacists are expected to demonstrate improvement and progression during each training period, and this will be helped by undertaking frequent SLEs. Therefore, Foundation pharmacists should ensure that SLEs are evenly spread throughout their training programme.

## **Q. What topics should a supervised learning event (SLE) cover?**

**A.** As the aim of SLEs is for the Foundation pharmacist to learn and develop, ideal topics should be those which the pharmacist finds challenging, or they wish to improve upon. The SLEs will also need to cover the domains and outcomes in the evidence framework; please see the information within TURAS Learn for some suggested examples.

## **Q. Who organises the supervised learning event (SLE)?**

**A.** The Foundation pharmacist should demonstrate engagement with this process. It is the Foundation pharmacist's responsibility to approach their supervisors and collaborators to arrange the frequency, an appropriate range of SLEs and to ensure that completed SLEs are recorded within the e-Portfolio.

## **Q. Who should contribute to the supervised learning events (SLEs)?**



**A.** Foundation pharmacists should undertake SLEs with a variety of different people to obtain the most benefit. This will involve their supervisor(s) and a range of collaborators who may include medical staff, other pharmacists (who are more experienced than the Foundation pharmacist), experienced nurses or allied health professional colleagues. Collaborators should not be a peer, or anyone at the same or lower level of training.

Foundation pharmacists should try to use a variety of collaborators wherever possible.

## **Q. What sort of feedback should be expected?**

**A.** Feedback should be recorded immediately and should include comments on the Foundation pharmacist's strengths and areas for development. There should also be specific actions for the Foundation pharmacist to undertake to address the identified learning needs.

Remember that all pharmacists have scope for development and are expected to actively engage in life-long learning and refine their skills throughout their careers. It is important that Foundation pharmacists understand that they can improve their performance.

## **Q. Can supervised learning events (SLEs) be undertaken remotely?**

**A.** Yes, SLEs do not necessarily need to take place in person and may be undertaken remotely using the telephone and digital technologies. Please refer to and follow your local information governance procedures. Good practice guidance for undertaking remote SLEs will be available on TURAS Learn.

## **Q. How can pharmacists, supervisors and collaborators learn to use the supervised learning event (SLE) tools?**

**A.** Foundation Pharmacists, Educational Supervisors and Practice Supervisors can learn more about using the SLE tools by visiting TURAS Learn. Information will be included as part of the induction sessions and there are additional workshops available on supervised learning events for all NES training programmes.



## Portfolio and evidence

### **Q. What types of evidence will I need to collect? Where do I store my evidence?**

**A.** Foundation pharmacists are expected to collect evidence throughout their training. This will be mostly in the form of supervised learning events (SLEs) which have been undertaken with a supervisor or collaborator. The RPS e-Portfolio includes the various supervised learning event forms which you may use to provide evidence for the outcomes, and these can be sent electronically to your supervisor / collaborator or downloaded as a word version.

Other types of evidence may also be collected for specific outcomes, and these are detailed in the NES Evidence Framework for the training programme. Templates to use for non-SLE pieces of evidence are available on TURAS Learn.

You may also include other types of evidence to demonstrate achievement of the outcomes such as a conference poster, anonymised feedback from patients and anonymised documents evidencing active involvement in tasks. It is your responsibility to make sure there is no patient identifiable information in your portfolio.

Evidence will be stored in the RPS e-Portfolio and will form the Foundation pharmacist's online portfolio of evidence to demonstrate completion of the curriculum. This online portfolio will be assessed by the RPS when the Foundation pharmacist submits for assessment.

### **Q. What makes good quality evidence?**

**A.** Good quality evidence is not simply the quantity of evidence but the content within the evidence. Evidence does not need to meet all the descriptors for an outcome but should cover all elements in the outcome statement. Consider using a range of types of evidence (e.g. don't use a single SLE tool for an outcome) and use a range of collaborators for SLEs. Ensure there is reflection and evidence of development present within some of the pieces of evidence for each outcome.



## Monitoring of progress

### **Q. How often should a review of progress be completed?**

**A.** There is an expectation that a monthly informal meeting between the pharmacist and their Educational Supervisor will take place. A more formal review of progress should be undertaken every **four months**. This Intermediate Progress Review, between the Foundation pharmacist (FP) and their Educational Supervisor, is where reviews the pharmacist's performance and progression is reviewed and determines eligibility to continue with the programme agreed. After twelve months of training, this will also inform the decision to commence formal independent prescribing training.

### **Q. How should Foundation Pharmacists prepare for an Intermediate Progress Review (IPR)?**

**A.** In preparation for the IPR meetings the Foundation pharmacist should arrange a suitable time for the meeting in advance of the specified deadlines. We suggest in advance of the review meeting the Foundation pharmacist begins to upload evidence to the e-Portfolio as this will aid discussion at the meeting. The Foundation pharmacist should also complete the relevant sections of the Intermediate Progress Review form that need to be completed before the meeting.



## Assessment

### **Q. What types of assessment are there and when do they happen? Is there a fee?**

**A.** There are many progression points to help measure your progress in the programme. These are called supervised learning events (SLEs). You will be expected to arrange SLEs regularly throughout your training. When you undertake the IP course you will be assessed by the university. When you are ready, you will indicate that you wish to submit your portfolio for final (summative) assessment to the RPS. Your portfolio will be assessed by a Post-Registration Foundation Competency Committee. There is no need for you to attend this assessment. If successful, you will receive the credential as mentioned above. If you are unsuccessful, you will be invited to resubmit later. There is a fee when you submit but this will be paid for you as part of the agreement with NES Pharmacy and the RPS.

### **Q. Where can Foundation pharmacists and Educational Supervisors get more information about the assessment process?**

**A.** Further information on the assessment process will be available from the RPS website.

Additional information will be published on TURAS Learn as and when this becomes available prior to the first assessments in 2023.

### **Q. What will this new assessment strategy mean for current assessors/NES/current Foundation pharmacists?**

**A.** The change in assessment strategy for the new programme will not affect those in the current programme (those who started training prior to September 2021). The NES assessments supporting the existing Post-Registration Foundation programme will continue to be delivered until at least Summer 2023. With this, current assessors and NES staff will still be required to fulfil their current roles to support the Foundation pharmacists to complete training.

**If you have any questions that are not covered within this document, please contact the Post-Registration Foundation programme team via the e mail address [nes.pharmacistfp@nhs.scot](mailto:nes.pharmacistfp@nhs.scot)**