

PHARMACY DEPARTMENT STUDENT INFORMATION

STOCKPORT NHS FOUNDATION TRUST



Work Experience

We are able to offer a small number of work experience days to second year A-Level (or equivalent) students, who are interested in a career in Hospital Pharmacy.

To discuss this opportunity, please contact:

Emma Taylor

Lead Specialist Pharmacist for Education & Training, NMP Lead and Pre-Registration Manager

Emma.Taylor2@stockport.nhs.uk

Undergraduate Summer Placements

We are currently offering a number of two-week, unpaid summer placements to pharmacy undergraduates each year.

Due to high demand, priority is usually given to students in their third year of university.

The closing date is **31st December** each year, for applications for the following summer. Depending on the number of applications, interviews may need to be conducted and you will be contacted closer to the time if this is the case.

For an application form, please contact:

Emma Taylor

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Pre-Registration Pharmacists

Stepping Hill Hospital offers two Pre-Registration Pharmacist posts, starting in late July/early August of each year. Further information is available on the following pages.

If you are interested in applying to Stepping Hill for your Pre-Registration year and would like to come and look round the department, please contact:

Emma Taylor

Lead Specialist Pharmacist for Education & Training, NMP Lead and Pre-Registration Manager

Emma.Taylor2@stockport.nhs.uk

Pre-Registration Pharmacist Programme



Stepping Hill Hospital - Stockport NHS Foundation Trust provides hospital services for children and adults across Stockport and the High Peak, including community health services for Stockport. Our Urology, Orthopaedic and Stroke services are highly-rated nationally. We are a specialist hospital for emergency and abdominal surgery, one of only four in Greater Manchester, under the Healthier Together review and are a partner organisation within the Stockport Together programme to develop a single strategic plan to improve health and social care services. Stepping Hill Hospital treats a vast number of patients per year over its acute and community health services, located at 24 sites in Stockport. We are proud of our record of providing high quality healthcare to patients and are committed to maintaining and improving services in the future. Our hospital has the lowest mortality rates in Greater Manchester and the highest national rating for safety and care. Stepping Hill is a forward-thinking hospital, and has implemented electronic prescribing and medicines administration across all adult areas. As an associate teaching hospital there is a strong emphasis on education and training, whilst maintaining a friendly atmosphere.

The Pharmacy Department - We are a friendly, close-knit department, with over 30 pharmacists as well as many support staff. Many of our pharmacists are specialists in their fields, and many are non-medical prescribers. This makes for an ideal environment to train as a pre-registration pharmacist, where you will be well-supported while learning from our experienced staff. We strive to provide high quality, patient-centred services, and have an excellent reputation for Medicines Optimisation. Along with our automated dispensary, the department is also home to aseptic services, the Regional Production Unit and Quality Control North West. We now also have a new outpatient Pharmacy Shop in the main part of the hospital.

The Pre-Registration Programme - Our Trust has a structured rotational training programme covering all relevant aspects of Pharmacy practice. Each rotation is led by the specialist pharmacist for that area and supported by a workbook. There are also placements in the Community, CCG, aseptics and the Regional Production Unit, and an opportunity to exchange for one week with the Pre-Registration Trainee Pharmacists from Tameside Hospital NHS Foundation Trust. Trainees meet regularly with their tutor to review their training, which is supported by Regional and Local study days.



Location & Travel - 3 miles south of Stockport centre and about 8 miles south of Manchester centre. Adjacent countryside includes the Peak District and a number of country parks. There are good public transport links to the Hospital. It is very well served by motorway, rail and bus networks, with both Woodsmoor and Hazel Grove railway stations a 10 minute walk from the hospital.

Accommodation - On-site accommodation is sometimes available (for a charge). There is a variety of rented accommodation available around the local area and further afield towards Manchester, including shared houses.

Contact

Applications will be via the national Oriel system.

For questions or enquiries, please contact:

Emma Taylor

Lead Specialist Pharmacist for Education & Training, NMP Lead and Pre-Registration Manager

Emma.Taylor2@stockport.nhs.uk

Sample Annual Rota

Week	Important Dates	Rotation	Trainer / Supervisor
1		Dispensary	Lucy A
2	12 th – local study morning	Dispensary	Lucy A
3		Dispensary	Lucy A
4	23 rd – regional study day	Outpatient Pharmacy	Philippa
5		Production/Aseptics	Anne-Marie / Annette
6		Intensive ward basics	Emma
7	16 th – local study morning	Intensive ward basics	Emma
8		MI/Study	Emma
9	27 th – regional study day	Stores	Hazel
10	5 th – accuracy checking tutorial (CMFT 2pm)	Antibiotics	Gill
11	12 th – regional study day	Elderly care	Raniah
12	21 st – local study morning	Elderly care	Raniah
13	Appraisal – Week 13	Surgery (1)	Jane
14		Surgery (1)	Jane
15		Cardiology	Helen M
16	Present Case Study (1) 18 th – local study morning	Cardiology	Helen M
17		Respiratory	Suman
18	30 th – regional study day	Respiratory	Suman
19	9 th – local study morning	Audit	Audit Supervisor
20	14 th – regional study day	Audit	Audit Supervisor
21		Xmas	Dispensary
22		New Year	Dispensary
23		Endocrine	Amanda
24	13 th – regional study day	Endocrine	Amanda
25	20 th – regional study day	Stroke	Jean
26	Appraisal – Week 26 27 th – regional study day	MI/Study	Emma
27	3 rd – local study morning	Tameside Out	Tameside Supervisor
28	10 th – local study morning	Tameside In	Emma
29		Gastro	Rachel
30	Present Case Study (2)	Gastro	Rachel
31	2 nd – regional study day	Paediatrics	Kate W
32	10 th – practice OSCE	Community Out	Community Supervisor
33		Community Out	Community Supervisor
34	24 th – local study morning	Community In	Emma
35		Community In	Emma
36	5 th – OSCEs	Oncology	Lou A
37		Psychiatry	Kristof & Laura
38		Psychiatry	Kristof & Laura
39	Appraisal – Week 39 28 th – local study morning	MI/Study	Emma
40		Acute	Kirsty
41	Present Case Study (3)	Acute	Kirsty
42	17 th – Poster Presentation 19 th – local study morning	Surgery (2)	Jane

Week	Important Dates	Rotation	Trainer / Supervisor
43	24 th – Mock Exam	Surgery (2)	Jane
44		Own Wards / MI	Rotational Pharmacist
45	9 th – local study morning	Own Wards / CCG	Rotational Pharmacist
46		Own Wards	Rotational Pharmacist
47		Own Wards	Rotational Pharmacist
48	29 th – Exam	Own Wards	Rotational Pharmacist
49		Own Wards	Rotational Pharmacist
50		Own Wards	Rotational Pharmacist
51		Own Wards	Rotational Pharmacist
52	Final Sign Off – Week 52	Own Wards	Rotational Pharmacist

Sample Pre-Registration Pharmacist Training Plan

Week	Rotation	Trainer	Objectives	Performance standards
1-4	Dispensary	Lucy A	To become familiar with the dispensary standards and be able to follow them when dispensing prescriptions. To become proficient in the use of the Ascribe system. To become familiar with the layout and staff in the dispensary. To become confident at dealing with queries over the phone or at the window.	A1.1, A1.3-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.5, A5.1-5.7, B1.1, B1.2, B1.4-1.6, B2.1-2.3, B2.5-2.6, C1.1-1.2, C1.5-1.9, C1.11
	Outpatient Pharmacy	Philippa	To be able to follow the Trust procedure for taking in outpatient prescriptions and checking their validity. To become familiar with dispensing and clinical checking of outpatient prescriptions. To become confident at handing out prescriptions with appropriate information and advice.	A1.1-A1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.5-2.6, C1.1-1.2, C1.5-1.9, C2.2-2.3, C2.8-2.9, C2.11
5	Production & Aseptic Services	Annette & Anne-Marie Kay & Emma M	To be able to explain the basics of Good Manufacturing Practice. To understand the environmental monitoring and quality assurance processes involved. To understand staff roles and responsibilities in production and aseptics. To become familiar with the types of products made. To be able to explain the difference between batch manufacture and section 10 products.	A1.1, A1.4, A1.8, A2.1-2.4, A4.1-4.2, A4.5, A5.1-5.7, B1.2, B2.5-2.6, C1.5, C1.7, C1.9, C1.11
6-7	Intensive ward basics - AMU	Emma	To be able to use the Advantis system for handovers, discharge prescriptions and as a drug history source. Learn how to use the electronic prescribing and medicines administration system (ePMA). Practice carrying out medicines reconciliation following Trust procedure and documenting correctly on ePMA. Correctly assess patient's own drugs. Practice using the blood monitoring system. Practice using the microbiology Telepath system. Correctly order ward items on ePMA and the pharmacy order sheet. Practice using the pharmacy intranet site and obtaining current guidelines. Know where to find warfarin counselling information for newly started patients.	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
	Ward discharges (2 week intro then to carry on during the year)	Team Pharmacist	To understand how the pharmacy discharge teams work, and how the dispensing process is different from in the dispensary. To gain more experience of dispensing discharge prescriptions. To be able to counsel patients on their discharge medication. To become competent at clinically-checking discharge prescriptions and resolving any issues with the prescriber.	A1.1, A1.4, A2.1-2.3, A3.1-3.5, A4.1-4.2, A4.4, A5.1-5.7, B1.1-1.11, B2.5-2.6, C1.1-1.6, C1.8-1.9, C2.2-2.4, C2.6, C2.9, C2.11
8	Medicines Info	Emma	To complete the UKMI training workbook. To be able to explain the role of an MI pharmacist.	A1.-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.6-4.7, A5.1-

			<p>To be able to find out all the relevant information when receiving a query by using appropriate questions.</p> <p>To become familiar with the sources of information to consult for different types of queries.</p> <p>To provide accurate written and verbal responses to queries.</p> <p>To complete a new drug evaluation.</p>	5.7, B1.1, B1.4-1.8, B1.11, B2.1-2.3, B2.5-2.6, C2.1, C2.4, C2.7
9	Stores	Hazel	<p>To gain an understanding of how medicines are ordered, received and invoiced.</p> <p>To understand the processes to follow if a delivery is incorrect.</p> <p>To understand how unlicensed medicines are ordered, checked and released.</p> <p>To be able to correctly process the documentation involved.</p>	A1.1, A1.3-1.8, A2.1-2.3, A3.1-3.5, A4.1-4.2, A4.5, A5.1-5.7, B1.1-1.2, B1.4-1.6, B2.5, C1.9, C1.11
10	Antibiotics	Gill & Jo	<p>To demonstrate understanding of the classification of bacteria and what infections they can cause.</p> <p>To demonstrate understanding of the monitoring and management of a patient with infection.</p> <p>To demonstrate an understanding of the different classes of antibiotics and when it is appropriate to use them.</p> <p>To demonstrate an understanding of the cause, prevention and management of <i>Clostridium difficile</i> infection.</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
11-12	Care of Elderly	Raniah	<p>To demonstrate an understanding of the main pharmaceutical issues surrounding care of the elderly</p> <p>To identify the main issues surrounding antibiotics and C. difficile treatment</p> <p>To demonstrate and understanding of the use of warfarin in the elderly.</p> <p>To demonstrate an understanding of osteoporosis treatments</p> <p>To demonstrate an understanding of Parkinsons disease</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
13-14	Surgery	Jane	<p>To be familiar with the pharmaceutical care principles for surgical patients – and understand how these may be affected by existing co-morbidities.</p> <p>To be familiar with common general surgical operations and understand their abbreviations</p> <p>To be familiar with the principles of surgical antibiotic prophylaxis and be able to classify certain procedures accordingly</p> <p>To be familiar with the principles of thrombo-prophylaxis and understand problems associated with surgery and anaesthetic.</p> <p>To understand the principles of fluid balance in the surgical patient</p> <p>To be aware of the problems associated with drugs in the peri-operative period</p> <p>To be familiar with different anaesthetic techniques – and be aware of criteria determining choice</p> <p>To be familiar with the trust policies for treatment of Post-Operative Nausea and Vomiting (PONV) and Post-Operative Pain Relief.</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
15-16	Cardiology	Helen M	<p>To demonstrate understanding of Acute Coronary Syndrome and rationale behind common treatment choices</p> <p>To demonstrate understanding of Atrial Fibrillation and awareness of common treatment choices</p> <p>To demonstrate an understanding of Heart Failure and be able to interpret the New York Heart Classification</p> <p>To demonstrate an understanding of hypertension and its treatment</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
	Accuracy checking	Emma	To gain an appreciation of the importance of a thorough accuracy check, and the potential consequences of dispensing errors.	A1.1, A1.3-1.8, A2.1-2.3, A3.1-3.5, A4.1-4.4, A5.1-

			To produce a self-checking checklist and follow it when checking as an aide-memoire. To complete the 1000 item checking log and checking test.	5.7, B1.1, B1.8-1.10, B1.12, B2.4, B2.7, C1.2, C1.5, C.1.12
17-18	Respiratory	Suman	Be able to define and differentiate between the two main disease states of Chronic Obstructive Pulmonary Disease (COPD) and Asthma. Know the aims of treatment, the drugs used and common side effects to therapy for COPD and asthma. Be able to advise on Theophylline (oral and IV) dosing, monitoring and manage common drug interactions. Be able to demonstrate the inhaler devices and provide advice to help patients improve inhaler technique. Consider pros and cons of inhaler and spacer devices regarding ease of use, cost, portability, cleaning, dose counting and drugs available in that device. Having a basic understanding of the following diseases, clinical conditions and treatment: Tuberculosis, Bronchiectasis, Pneumoconiosis, Pleural Effusion, Pneumothorax, Fibrosing Alveolitis and Lung Cancer.	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
19-20	Audit	Emma / audit supervisor	To complete an audit as allocated by pre-reg tutor. To complete a literature search using appropriate resources for the introduction. To design an appropriate data collection method, including a pilot study if necessary. To use appropriate techniques to analyse and present the data. To compile a full report and an abstract for submission, then either a presentation or poster for the presentation evening.	A1.2, A1.4, A1.6-1.8, A2.4, A3.1-3.5, A4.6-4.8, A5.1-5.7, B1.1, B1.4-1.7, B2.1-2.7
21-22	Christmas / New Year (dispensary / help teams)		To consolidate previous learning from the dispensary. To contribute to managing the busy workload in the dispensary. To gain experience of working under pressure.	A1.1, A1.3-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.5, A5.1-5.7, B1.1, B1.2, B1.4-1.6, B2.1-2.3, B2.5-2.6, C1.1-1.2, C1.5-1.9, C1.11
23-24	Endocrin- ology	Amanda	To demonstrate an understanding of the aetiology, treatment and complications of Type 1 and Type 2 diabetes. To gain knowledge of the different drug treatments and regimes for diabetes, including the action of different insulins. To understand the practical considerations around the use and administration of insulins. To demonstrate a knowledge of diabetic ketoacidosis and its management. To understand the management of diabetic foot ulcers. To gain an understanding of other endocrinology conditions	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
25	Stroke	Jean	To gain an understanding of the different types of stroke, their aetiology and diagnosis. To become familiar with the NICE guidance for stroke. To understand the role and management of thrombolysis in stroke. To be able to manage other pharmaceutical issues which may occur as a result of stroke, e.g. dysphagia. To understand the significance of the use of anticoagulants post-stroke in patients with AF.	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9

26	Medicines Information	Emma	As above	As above
27	Tameside out (TGH)	Bernice/Atia	To gain an understanding of how procedures and practices may differ between different hospitals.	A1.1, A1.3-1.6, A2.1-2.4, A4.1-4.2, A5.1-5.7, B1.1-1.2, B1.4-1.10, B2.1-2.2, B2.4-2.6
28	Tameside in (SHH)	Emma	To gain experience of supervising and training another member of staff. To be able to give constructive feedback to other trainees.	A1.1, A1.4-1.7, A4.3-4.4, B1.1-1.3, B1.7-1.12, B2.1-2.2, B2.4, B2.6-2.9
29-30	Gastro-enterology	Rachel	To demonstrate understanding of inflammatory bowel disease and awareness of common treatment choices for ulcerative colitis and Crohn's disease To demonstrate understanding of the aetiology of alcoholic liver disease (ALD) and rationale behind common treatment choices including: Common presentations and management of alcohol withdrawal Common complications arising from ALD and their treatment Importance of nutrition and nutritional supplements To demonstrate understanding of common investigative procedures To demonstrate understanding of the use of proton pump inhibitors (PPIs) in both Primary and Secondary Care	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
31	Women's and children's	Kate W	To be aware of paediatric, gynaecological and obstetric protocols and references resources and where to find them. To understand the principles behind decision making when considering drug use in pregnancy and breastfeeding. To appreciate the difference between neonates, children and adolescents in terms of drug handling, administration and formulation. To gain confidence in calculating paediatric doses for drugs.	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
32-33	Community Out		To demonstrate an understanding of common conditions which can be treated over-the-counter, and what medication and advice can be offered. To demonstrate knowledge of danger symptoms which indicate that referral to a doctor is needed. To make use of opportunities to provide health promotion or self-care advice. To be able to charge for prescriptions appropriately. To understand aspects of pharmacy which are different in community, such as: emergency supply, controlled drug dispensing, methadone supervision, sale of medicines protocol and WWHAM, referral to other services, private prescriptions, endorsing prescriptions and Drug Tariff.	A1.1, A1.3-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4, A5.1-5.7, B1.1-1.12, B2.5-2.6, C1.1-1.11, C2.2-2.3, C2.8-2.9, C2.11
34-35	Community In		To gain experience of supervising and training another member of staff. To be able to give constructive feedback to other trainees.	A1.1, A1.4-1.7, A4.3-4.4, B1.1-1.3, B1.7-1.12, B2.1-2.2, B2.4, B2.6-2.9
36	Palliative care /oncology	Louise A/ Roseanna	To demonstrate an overview of cancer To demonstrate understanding of breast oncology and rationale behind common treatment choices (including supportive medication) To demonstrate understanding of colorectal oncology and rationale behind common treatment	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5,

			<p>choices (including supportive medication)</p> <p>To demonstrate understanding of haematology (focus on ITP & myeloma) and awareness of common treatment choices</p> <p>To demonstrate understanding of palliative care and the Liverpool care pathway</p>	C2.1-2.7, C2.9
37-38	Psychiatry	Kristof/ Laura	<p>To be able to list the main symptoms of depression</p> <p>To be able to describe the two diagnostic systems commonly used in the diagnosis of depression</p> <p>To have an understanding of the diagnostic criteria for depression</p> <p>To have knowledge of the various treatment options available.</p> <p>To be able to list common side effects of antidepressants.</p> <p>To be able to list the main symptoms of schizophrenia.</p> <p>To have an understanding of the diagnostic criteria for schizophrenia.</p> <p>To have knowledge of the various treatment options available for schizophrenia.</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
39	Medicines Information	Emma	As above.	As above.
40-41	Acute medicine	Kirsty	<p>To demonstrate competence at carrying out medicines reconciliation using a variety of sources</p> <p>To understand which members of staff work on the acute medical wards and what their responsibilities are</p> <p>To be able to find information about management of drug overdoses</p> <p>To be able to advise on the correct prevention and treatment of thromboembolism</p> <p>To understand the management of withdrawal from alcohol and opiates</p> <p>To understand the management of acute conditions such as DKA, community-acquired pneumonia and NSTEMI.</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
42-43	Surgery	Jane	<p>See above</p> <p>Also to gain more in depth knowledge about urological, orthopaedic and general surgical conditions and procedures</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9
44	Medicines Information	MDGH/ Liverpool/ Pennine Care	As above	As above
45	CCG	Liz Bailey	<p>To understand the function of the CCG.</p> <p>To understand the roles of GMMMG and IPNTS, including the 'RAG' classification of drugs and Greater Manchester Joint Formulary</p> <p>To gain an understanding of the role of a pharmacist in the CCG and an understanding of the different roles a pharmacist can undertake in the CCG.</p> <p>To gain an insight into the role of a pharmacist within a GP surgery and the impact they have on reducing a surgery's budget.</p> <p>To understand the role of a pharmacy technician in the CCG.</p> <p>To gain an understanding of the change from PCT to CCG, what the current issues are</p>	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9, C2.11

			surrounding this and what the future may hold.	
46-52	Own Wards	Specialist Pharmacist	To demonstrate the ability to cover a ward independently, and report back to the supervising pharmacist about any issues encountered. To be able to apply the clinical knowledge and skills acquired over the course of the pre-registration year.	A1.1-1.8, A2.1-2.4, A3.1-3.5, A4.1-4.2, A4.4-4.7, A5.1-5.7, B1.1-1.12, B2.1-2.2, B2.5-2.6, C1.3-1.5, C2.1-2.7, C2.9, C2.11

Dispensary & Outpatient Pharmacy training:

Training need	Method	Timing	Assessment	Trainer
Dispensing: Ascribe, Ward sheets, Discharge prescriptions, Returns, Emergency boxes, Outpatient Prescriptions	Supervised practise Read dispensary standards and Ascribe training manual	1 st 4 weeks in dispensary	Dispensing log	Training technician and trainers
Telephone	Supervised practise	1 st 4 weeks in dispensary	Feedback	Dispensary staff
Reception	Read procedure Supervised practise	1 st 4 weeks in dispensary	Feedback	Dispensary staff
Owings	Read procedure Supervised practise	1 st 4 weeks in dispensary	Feedback	Dispensary staff
DMA/extemp.	Supervised practise (DMA tech to notify pre-regs if any extemp. needs doing)	1 st 4 weeks in dispensary then ongoing	Feedback	Dispensary staff
Patient counselling	Patient counselling questions and discussion Supervised practice	Start from week 6	Questions, Reflective log	Pre-reg tutor
Controlled drugs	CD regulation questions CD manual and supervised practise	Start from week 6	Questions, Manual, Log	Pre-reg tutor, CD pharmacist/technician
OTC sales	Work through minor ailments book, Regional tutorials, Supervised practice in pharmacy shop	Start from week 6	Feedback from shop pharmacists	Pre-reg tutor/shop staff
Accuracy checking	Accuracy checking tutorial (MRI) Re-read dispensary standards 1000 item log and reflective sheets	Start from November	Log + monthly review. Checking test & interview.	Pre-reg tutor
Clinical checking: Discharge prescriptions, Inpatient sheets, Outpatient Prescriptions	Initial session with pre-reg tutor Supervised practice	Once accuracy checking complete (aim for start of May)	Log, Feedback from pharmacists	Pre-reg tutor/pharmacists

Training days/courses:

- Monthly (approx.) regional study days – including first aid training (C2.10)
- Monthly local study mornings – including case presentation to the rest of the group (A1.5, B1.1, B1.11, B2.2, B2.3, B2.4, B2.9)