



England

# Pharmacy Technician Workforce Expansion Programme 2023/24


## East of England


Presented by:  
Shingie Fundira – Regional Pharmacy Technician Lead

# Welcome

## Housekeeping

 Please turn your mic off unless speaking

 Please turn your camera off unless speaking

 Please put questions in the chat or use the raise hand option

 Transcription being recorded to aid development of FAQs

# East of England Pharmacy Technician Team



**Shingie Fundira**  
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# Introductions

If you are looking to form a partnership and are happy to share your contact details, we recommend you type the following in the conversation box:

- Name
- Organisation and sector
- Location
- Email address

Jane Doe, Imaginary NHS Trust,  
South London [JDoe@nhs.com](mailto:JDoe@nhs.com)

Ash Patel, A Community Pharmacy,  
York . Tel 0123 456 789



# Purpose of today's webinar

**During this session we will give you an overview of/cover:**

- The pharmacy technician workforce expansion programme
- The role of a pharmacy technician
- The 2023/24 pharmacy technician expansion project covering:
  - Programme requirements, including supervision
  - Examples of placement models
- Application process



# Programme drivers

## Why do we need to increase the pharmacy technician workforce?

- The NHS Long Term Workforce Plan (June 2023) highlights the need to grow the pharmacy technician workforce to meet the increasing demand of patient-facing clinical pharmacy roles across care settings
  - It is anticipated that legislative changes will enable better use of the available skills mix in pharmacy and wider multi-disciplinary teams, ensuring that pharmacy technicians can work most effectively across all sectors of the health service
  - NHS England WT&E are looking to work with employers to implement a 24-month training programme for pre-registration trainee pharmacy technicians across East of England
  - Purpose of this project is to support development of the required educational transformation to better enable a supply of pharmacy technicians into primary care roles, without destabilising other sectors of healthcare
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# Programme oversight

**54 placements within each of the 7 NHS England regions**

- East of England
- London
- Midlands
- North East and Yorkshire
- North West
- South East
- South West



# Multi-sector partnerships

- Employers will be responsible for forming their own partnerships
- Partnerships must include a community or hospital pharmacy
- PTPTs complete their full 24-month training in a minimum of two different healthcare settings which may include:
  - ambulance service
  - care homes
  - community pharmacy
  - community services
  - general practice
  - health and justice
  - integrated care systems
  - primary care networks
  - secondary care
- Although, a minimum of two partners are required, larger partnerships may provide additional experiential learning opportunities for the PTPT



# Placements for multi-sector programmes

- PTPTs must spend a minimum of 13 weeks in each sector per year
- Placements may be blocks or split weeks and could look like:

Model 1
<ul style="list-style-type: none"><li>• The following repeated over 2 years</li><li>• 1 day a week college/distance learning</li><li>• 13 weeks in hospital pharmacy</li><li>• 13 weeks in General Practice</li><li>• 13 weeks in hospital pharmacy</li><li>• 13 weeks in community pharmacy</li></ul>

Model 2
<ul style="list-style-type: none"><li>• 1 day a week college/distance learning</li><li>• 2 days a week in community or hospital pharmacy</li><li>• 2 days a week in General Practice</li><li>• 1-week placement in specialist service e.g. ambulance service</li></ul>

Model 3
<ul style="list-style-type: none"><li>• 1 day a week college/distance learning</li><li>• 4 x 13-week rotation in community or hospital pharmacy</li><li>• 4 x 13-week split rotations consisting of:</li><li>• 2 days a week General Practice</li><li>• 2 days a week in care home</li></ul>



# Community Pharmacy Single Sector

- To support the accelerated transformation of clinical services within community pharmacy, we are offering funding for single sector training programmes within this sector.
- Trainees will be employed and complete their full 24-month training within the community pharmacy setting.
- Community pharmacy employers are not excluded from developing multi-sector programmes if this is their preference.

# Any questions?

**Please type your question into the chat box or use the raise hand function**





# Programme Delivery

## Programmes must:

- meet the [HEE quality framework](#)
- A 2-year training plan must be in place before the PTPT starts
- Objectives should be set for 13-week training periods and in place before the PTPT starts that training period
- All trainees must be enrolled and have started their training programme by **29 February 2024.**



# Programme Delivery

## Programme must:

- meet the requirements of the General Pharmaceutical Council (GPhC) Initial Education Training [\(IET\) Standards](#)
- be overseen by a Designated Educational Supervisor, who must be a pharmacy professional
- have a work-based Practice Supervisor in each rotation/care setting
- include accuracy in the assembly of medicines and the checking of others as well as be able to undertake medicines reconciliation and supply
- provide good experiential learning opportunities



# Programme Delivery

- Employers should:
  - ensure trainees have a dedicated day each week, throughout the duration of the training programme, to complete learning set by the apprenticeship/knowledge provider\*
  - consider offering dedicated additional time / support, to allow the trainee(s) to allow them to complete assignment writing and evidence collection\*
  - ensure trainees are supported with their well-being and appropriate assessments carried out for reasonable adjustments

\*This should be part of their paid employment and may contribute towards their 20% off-the-job training requirement if completing an apprenticeship



# Education Provider

- GPhC recognised/accredited [qualification/course](#)
- Your local NHS England WT&E Pharmacy team can signpost you to appropriate GPhC accredited education or apprenticeship provider, on the National Framework for Pharmacy Apprenticeships managed by Salisbury NHSFT
- It is recommended that education provision is procured via the apprenticeship route



# Entry requirements for education provision

- Entry requirements vary depending on the course provider. However, as a guide, your PTPT might be expected to have the equivalent of four GCSEs at Grade 4 and above (formally C and above), including mathematics, English language, science and one other subject.
- If using apprenticeship to cover education costs, trainee must meet apprenticeship funding rules including minimum residency and visa requirements





# Apprenticeship

- Apprenticeships allow people of all ages to earn while they learn and gain the skills they need to build a rewarding career
- To support even more businesses to offer apprenticeships to young people:
  - employers do not have to pay employer national insurance contributions for apprentices aged under 25 when the apprentice earns up to £4,189 / month
  - government pay £1,000 to both employers and training providers when they take on any apprentice aged under 19, or apprentices aged 19-24 who have an Education, Health and Care Plan or have been in care
  - government fund 100% of the training costs for small employers (fewer than 50 staff) when they take on apprentices aged under 19
  - From August 2023, the government are increasing the bursary that we pay to apprentices aged 16-24 who are care leavers, from £1,000 to £3,000.



# Apprenticeship

- We advise you use the apprenticeship route to pay for education costs
- If you are a 'levy payer' 100% of course fees will be funded by the levy
- If you are a 'non-levy payer' you can apply to the government to reserve funds. If successful, employers pay 5% of the course fees
- Further information regarding apprenticeship funding can be found on the [Gov UK website](#)



# National Framework for Pharmacy Apprenticeships

If utilising the apprenticeship route, employers may undertake their own procurement exercise or utilise the National Framework for Pharmacy Apprenticeships managed by Salisbury NHSFT:

- Buttercups Training
- University of East Anglia
- Skills4Pharmacy
- Bradford College
- Highbury College

# Any questions?

**Please type your question into the chat box or use the raise hand function**





# Recruitment requirements

- The employer is responsible for recruitment of the PTPT, in collaboration with their programme partner(s) and in line with the employer's Terms and Conditions.
- The employer should ensure all pre-employment and right to work checks are completed prior to employment and that all appropriate vaccinations required for patient facing activities have been provided prior to the PTPT commencing training within that setting
- Full-time contract (minimum of 30 hours a week, and a maximum of 40)
- Minimum of a 24-month contract
- Meet apprenticeship funding rules



# How much funding is available?

- £46,099 per PTPT over the 2-year training period
- Payment will be made incrementally, over a 24-month training period whilst the PTPT is on the training programme
- The PTPT can be someone new to your team or an existing team member to upskill (subject to them meeting course entry criteria)
- PTPTs must start the 24-month training programme by 29 February 2024



# Funding Criteria

- Funding will be paid to organisations through one of a potential range of routes
  - Through the NHS Education contract finance schedule, where the lead employer has an existing NHS education contract in place.
  - Through partnership arrangements where a contracting mechanism already exists; for example, with integrated care system teams or training hubs
  - Where partnership arrangements are not in place and the lead employer does not have an NHS education contract, the NHS terms and conditions for services will apply and employers will be required to invoice NHS England for this activity.
  - Payments to community pharmacy lead employers will be paid through the NHS Business Services Authority (BSA).
- NHS England WT&E does not offer additional funding to cover on costs. Payment of any additional costs to training is should be covered by the employing organisation

# Any questions?

**Please type your question into the chat box or use the raise hand function**







# What is expected from the employer?

- Ensures each PTPT has ONE named registered pharmacy professional to act as a designated educational supervisor (ES), i.e. pharmacist or pharmacy technician with appropriate experience, knowledge and capacity to support the PTPT for duration of the training programme.
- Employers are responsible for formalising agreements and expectations of the partnership
- Leads recruitment and HR processes
- Enrol trainee with training provider, ensuring that final accuracy checking is part of the two-year programme
- Meets with education provider and updates NHS England WT&E on the PTPT's progress
- Ensures supervision requirements are met



# Supervision requirements

- Work-based experience must be under the supervision, direction or guidance of a GPhC registered pharmacist or pharmacy technician to whom they are directly accountable for a minimum of 14 hours per week
- Each PTPT must have a named Designated Educational Supervisor
- Each placement site/rotation must have a Practice Supervisor
- NHS England WT&E have developed a [designated supervisor framework](#) which can be used as a tool for supervisors to identify the competencies relevant to their role



# Designated Educational Supervisor

- The designated educational supervisor (ES) is a named person, responsible for the overall supervision and management of a specified trainee's educational progress during a period of training placement or series of placements. This will include formal assessment and sign-off
- They should work collaboratively with the practice/clinical supervisors to ensure the overall training programme meets the GPhC's IET standards
- Monitor the PTPTs progress throughout the training programme and seek feedback for review meetings and appraisals, and final-sign-off for PTPTs
- It is expected that the PTPT will meet their ES at least once a month to ensure holistic care, review progress and provide support to the PTPT



# Designated Educational Supervisor

- The designated educational supervisor is responsible for:
  - Liaising with education provider and updating NHS England on progress
  - Ensuring inductions are undertaken
  - Objective settings
  - Organising workplace shadowing
  - On the job training
  - Formative Assessments
  - Progress reviews
  - Ensures each placement site has a practice supervisor in place
  - Ensures the practice supervisor understands their role
  - Facilitates completion of training programme



# Practice Supervisor

- The practice supervisor (PS) is responsible for overseeing a specified PTPTs work and providing developmental feedback during a period of training.
- This role requires appropriate assessment skills.
- Support learners to identify opportunities for learning in the workplace and provide supervision of trainees on a day-to-day basis including identifying PTPTs requiring additional support
- Involved in and contribute to a work-based learning culture
- Specific periods of practice supervision may be best placed with others outside of the pharmacy profession



# Practice Supervisor

- The practice supervisor should meet with the PTPT at the start of a placement/rotation to agree learning outcomes, training and support
- They should then meet with the PTPT mid-rotation to provide interim feedback and support
- And then again at the end of the rotation to give summative feedback



# Support from NHS England WT&E

- Dedicated regional programme facilitator
- Development of a stakeholder network
  - Quarterly group partnerships meetings to share/develop resources, identify potential issues and identify solutions together
  - Resources and templates, e.g. examples of job descriptions, learning plans and placement objectives
- Support/signposting for partnership formation
- Advice for levy transfer (if/where applicable)
- Provide support and feedback, to ensure robust educational infrastructure, quality processes and governance in place
- Tools to support training needs analysis of supervisors

# Any questions?

**Please type your question into the chat box or use the raise hand function**







# Application process

- Application is via an expression of interest submitted online via an [EOE PT National workforce form](#)
- The application template should be completed in collaboration with the other partner/s and retained by the employer/system lead
- The online application form will be used to evaluate your expression of interest against set evaluation criteria to determine if/where funding will be allocated
- Please refer to the evaluation scoring criteria to assist completion of your EoI
- During the evaluation period, a member of the evaluation panel may contact the employer/system lead where any points of clarification are required. It is therefore essential that a copy of the completed application template is available to them.



# Application process

- We expect to receive a high number of applications for funding this year
- It is essential that you include as much detail in your application form as possible to enable us to fully assess your bid against the criteria detailed in section 6 of the guidance
- Free text boxes are your opportunity for you to sell your training programmes and let us know why we should support your application for funding
- Application window **07 August – 28 August 2023**
  - [EOE PT National workforce form](#)



# Project timeline

- **07 August 2023** - Application opens for expressions of interest
  - **28 August 2023** – Closing date for expressions of interest
  - **29-30 August 2023** – Evaluation of applications
  - **31 August 2023** – Successful applicants informed
  - **w/c 04 September 2023** – Programme initiation meeting to provide advice and support regarding recruitment, training plan and supervision requirements
  - **September 2023** – Employers finalise 2-year training plan with placement partners and agree learning objectives for each sector
  - **September to December 2023** – Recruitment of PTPTs
  - **September 2023 to January 2024** – PTPT data collection and privacy declarations completed by designated educational supervisors and PTPTs
  - **September 2023 to February 2024** – PTPT begins employment, local induction
  - **By 29th February 2024** – All PTPTs must be employed, enrolled with and have started their designated learning programme
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# Next Steps

- NHS England WT&E East of England will email you:
  - Guidance for employers and system lead
  - Link to expression of interest
- Read the guidance and review the EoI criteria
- Form partnerships (if applying for multi-sector bids)
- Agree training programme overview
- Complete and submit expression of interest form by **28 August 2023**
- Successful applicants to attend regional programme initiation webinar the week commencing **4 September 2023**

# Any questions?

**Please type your question into the chat box or use the raise hand function**





# Thank you for listening

- Before you go, look at the contact details in the chat box and jot any down.



# Contact Details

Generic Pharmacy Team email: [pharmacy.eoe@hee.nhs.uk](mailto:pharmacy.eoe@hee.nhs.uk)

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Apprenticeship related queries: Oliver Inwards, Apprenticeship Relationship Manager – East of England [oliver.inwards@hee.nhs.uk](mailto:oliver.inwards@hee.nhs.uk).

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## Thank You



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