



The  
Guild  
of  
Healthcare  
Pharmacists

Annual Report  
2002/2003



*amicus*  
the union

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# Executive Officers

## 2002/2003

President  
**Bob McArtney**

Vice-President  
**Tony West**

Section General Secretary  
**Barry Jones**

Professional Secretary  
**Jean Curtis**

Lead for Education & Science  
**Richard Cattell**

Organisation Secretary  
**Helen Remmington**

Lead for Practice  
**Suzanne Khalid**

Honorary Treasurer  
**Jim Bannerman**

Managing Editor  
**Gillian Arr-Jones**

# Council Members: 2003 - 2004

Seat becomes Vacant

## National Members

Bob McCartney	President	2005
Tony West	Vice President	2005
Gillian Arr Jones		2004
Chris Cairns		2004
Peter Cooke		2004
Raj Gokani		2005
Don Page		2005
Ron Pate		2004
Helen Remmington		2004
Simon Riley		2003

## District Members

Tracey Boyce	Northern Ireland	2004
Colin Rodden	Scotland West	2005
Jim Bannerman	Scotland East	2005
Gerry Wilson	Wales	2003
David Miller	Northern	2004
Andrew Alldred	Yorkshire	2005
Helen Davis	North West/Mersey	2005
Martin Pratt	Mercia	2005
Suzanne Khalid	East of England	2005
Vilma Gillis	London South	2004
Richard Cattell	South West/Wessex	2004

## Honorary Vice Presidents

Joan Greenleaf  
Bill Brookes  
Colin Hetherington  
Colin Hitchins

# President's Report

2002 has been a year where the key word has been change. Some has been self imposed but much has been related to yet more re-organisation of the NHS in all of the four home countries. And of course, there is Agenda for Change!

From Council's perspective a major change was initiated in June as we reviewed our way of handling business. The previous systems have served us well but with the ever-increasing workload with shorter time scales it is impossible to continue as we were. The intention of our new task focused approach allows most business to be conducted outside Council improving efficiency of Council meetings and eliminating much of the bureaucracy.

Council still retains lead individuals for Practice, and Education and Science but small teams led by an individual Council member carry out most of the work. This also facilitates involving those of our members not on Council, who have expert knowledge on a particular subject. More detail is in the Organisation Secretary's report. This new approach allows all of Council to contribute to the whole work plan rather than to live within divides which were becoming increasingly artificial. The processes are new and progress with them will be reviewed in June 2003.

We also have two major changes in personnel this year. Jean Curtis has taken over as Professional Secretary and Preeti Farooki has become our Administrator. Jean has already picked up a significant workload, which shows no sign of letting up. She has already become an essential cog in our GHP machinery. The other essential person in our processes is Preeti. She is coping very well having been thrown in at the deep end and is picking up the various strands of Guild business. It is important to recognise that Guild administration is one small part of her position within Amicus and most of her time and responsibilities belong to CPHVA.

I have been pleased to work with both Jean and Preeti over this year and I am sure with further planning we can only grow stronger.

There is also a new man at the helm of CPHVA. Mark Jones has replaced Jackie Carnell. The Guild had a good working relationship with Jackie, and I look forward to forging the same with Mark.

Another significant change has been the creation of a Financial Management Group chaired by the Vice President. This is an important step in properly managing our finances – both the section fund and central Amicus funding. Standing financial instructions are also currently being written. In addition, a corporate governance strategy is under development.

Agenda for Change has occupied our minds for a number of years already, however, the government has now made its plans clear and there is no doubt that this shall be our major work for the next year, and probably beyond. We are fortunate that we have Council members in the 'early implementer' sites and this intelligence, and hopefully influence, will be crucial. Ron Pate and Barry Jones will have more to say on AfC in their reports.

Modernisation and regulation have been much in the news this year at the RPSGB. Guild Council has contributed to the debate on the regulatory and professional functions of the RPSGB. Our view on the registration of pharmacy technicians remains unequivocal, we strongly support it. We are therefore particularly pleased to note the progress made by the RPSGB on this issue, as it is the appropriate body to undertake this role. Council also strongly supports the use of Medicines Management technicians in patient care and we shall publish a position statement on this in the near future. I have re-established formal links with the RPSGB and we have an agreement to meet twice yearly as a minimum to

address our relative issues. We will also meet with representatives of the Hospital Pharmacist's Group, and UKCPA early in 2003 to explore common ground.

Other relationships continue as well. We now meet with all four of the Chief Pharmacists/Advisers individually - this is time consuming but a reality of devolution. A major issue which we are progressing through this route is a new career structure and the formal creation of "consultant" type roles for pharmacists..

I have also met with David Lammy MP (Parliamentary Under Secretary of State - and a fellow Amicus member) and expressed our concerns over some aspects of job evaluation process with respect to Agenda for Change. One issue that has already borne fruit from our meeting is clarification over the management costs for hospital pharmacists of Grade E and above. More detail will appear in the next edition of ghp.

As ever, changes in Council personnel occur. I have had to say "goodbye" to two long-standing Council members this year - Gerry Wilson and Gill Arr-Jones. Both have worked very hard over the years for the Guild both locally and nationally. This always brings new faces and I am pleased to welcome Janet Whyatt as District Member for Wales and a not so new face as Anthony Oxley returns to replace Gill.

Other changes are that Cathy Mooney has joined Council to represent London North. Cathy provides further insight in to Agenda for Change as her trust was involved in some of the early job profiling. I also have to bid farewell to my immediate Presidential predecessor, Helen Remington. Helen has intimated that she will stand down in April. She has done a huge amount for the Guild - particularly leading us through some difficult times recently and creating a clear strategy for the future.

Finally I must thank all of Guild Council for their unstinting hard work and commitment over the last year. They have been faced with a number of major challenges and responded superbly. Everyone contributes and positively. There are many unsung heroes and heroines and they deserve to have their hard work recognised by the members.

I believe we are building a strong team that can only take the Guild forward in the direction we need to go. To create an organisation that supports its members both in the workplace and that influences and is respected at a strategic level.

Robert G. McArtney  
President

January 2003

# Section General Secretary's Report

Last year was a very frustrating one, principally because of the uncertainty and false starts of Agenda for Change. Only towards the end of the year did definitive information become available, and even then with certain major omissions. For example, the likely outcomes of the ranking exercise are still shrouded in mystery. Discussion on this and other subjects is still going on.

The GHP has been involved in ensuring that the interests of NHS pharmacists are considered in the development of this package. This is a two-staged challenge. Firstly, we must preserve the beneficial elements of the current terms and conditions package. Secondly, we must identify mechanisms for improving on our various long-standing issues with the current arrangements through Agenda for Change. This means tapping in to the provisions for recruitment and retention bonuses, for example. Unless Agenda for Change is seen to bring improvement to NHS employees, then I believe it will have failed. It is not good enough to simply reinforce and consolidate the existing problems into a new system.

More positively, GHP membership has risen significantly over the course of 2002, and I offer my thanks to all those of you who have joined in the year, and to those of you who have encouraged others to join. This demonstrates that more and more pharmacists are identifying the Guild as offering material benefit to them in their work. The challenge for us, as ever, is to ensure that the professional agenda of the Guild remains at the cutting edge, and that the industrial relations work produces dividends.

In 2002, I have visited a number of hospital pharmacies, and local group meetings. I am always keen to attend local meetings (diary permitting), and would encourage group secretaries to arrange meetings. In fact, we are going to have to prepare for a ballot of members on Agenda for Change. During 2002, we held a very successful Group Secretaries' Day, at which it was agreed that we should prioritise group activity, and involve as many people as possible in the activities of the Guild.

Barry Jones  
Section General Secretary

January 2003

# Professional Secretary's Report

## Introduction

This is the first annual report since I took up post as Professional Secretary to the Guild in April 2002. There was a period of five months between the departure of Ian Simpson, my predecessor, and my commencing in post. During this time Guild Council took the opportunity to review the role of the Professional Secretary and to make some change in the emphasis of the work.

The objective of my role remains very similar: to support the professional activities of the Guild and to maintain and develop the high national profile of the Guild developed by the substantial contribution of the work of Ian Simpson.

Like my predecessor, I am managerially accountable within the union to the Director of the Community Practitioners and Health Visitors Association (CPHVA). When I took up post my line manager was Jackie Carnell, but she resigned and was replaced by Mark Jones, previously primary care adviser to the Royal College of Nursing. Both Jackie and Mark are very supportive of the Guild and my professional activities. I feel this arrangement is beneficial both to myself and to the Guild.

My role can be summarised broadly into 2 parts reflecting the content of the two parts of the Council meetings created under the new ways of working of the Council. My role relating to part 1 can be summarised as members' individual issues, liaison with union officers and organisational issues arising from these, together with Guild finances funded by Amicus-MSF. For part 2 this can be summarised as professional activities and issues. The rest of this report will focus on these items in turn.

## Part 1 activities included the following:

### Members' Individual Issues

- Answering queries on eligibility for membership. This resulted in writing a short paper for Council to agree how eligibility should be clarified for certain groups of pharmacists, such as members transferred to the National Care Standards Commission.
- Answering queries on professional indemnity insurance resulting in writing a briefing paper on the issues for Roger Spiller, Amicus-MSF Head of Health Services sector, via our Section General Secretary (SGS).
- Arranging assistance for members in difficulties with their managers.
- Answering other professional work related queries from members
- Organising legal assistance via Amicus-MSF for a member under investigation by the Royal Pharmaceutical Society.

### Liaison with Union Officers

- During induction I met various officers and staff including the msf joint General Secretary, Roger Lyons and the Head of Health, Roger Spiller, and attended a union health sector National Advisory Committee meeting.

- Liaising with Guild Section General Secretary, Barry Jones and from June the new administrator, Preeti Farooki via e-mails, telephone calls. Met jointly and separately with both the SGS and administrator on several occasions.
- Met with Director CPHVA, twice with Jackie Carnell and twice with Mark Jones.
- Attended a meeting with the President, immediate past President and SGS with Roger Spiller on the future organisation of health professionals within the union. Attended a CPHVA professional officers' meeting on the future organisation of health professionals within the union.

## Finance

- Arranged to become authorised signature for the Guild section of Amicus-MSF and kept a detailed record of expenses authorised.
- Using data from Ian Simpson's work and with assistance from the finance department I identified expenditure for all of 2001 and 2002, then analysed and developed this to provide information on expenditure by event (eg Guild Council meeting) and by type of expenditure (eg travel, accommodation).
- Attended meeting of newly formed Finance Group, chaired by the Vice President, submitting information on expenditure described above for discussion on how best to deploy resources.
- Expenditure information used as the basis for the "budget bid" for 2003, submitted in November to Mark Jones at very short notice.

## National Care Standards Commission

Work on the regulation and inspection of nursing homes transferred from Health Authorities to the National Care Standards Commission (NCSC) on 1.4.2002, and other care services previously not regulated were also brought under the remit of the NCSC. There were a number of issues adversely affecting pharmacist members when the NCSC was set up, both members directly employed by the NCSC and those employed by NHS Trusts working under service level agreement (SLA), for example the content of the job description and low pay for the senior pharmacist adviser. With the agreement of Council I continued the work started by Ian Simpson in conjunction with Unison and the RCN, to address the problems. This was generally through attending the NCSC joint union management meetings with the objective of trying to ensure that pharmacist employment, remuneration and professional issues are properly addressed. Our SGS has supported me in this work. This included additionally:

- Meeting with the Director of Human Resources (HR) and the senior pharmacist adviser (private and voluntary healthcare) with the SGS to raise pharmacist specific queries.
- Writing two formal letters to the HR Director on anomalies in pharmacist job descriptions and pay
- Commenting on the major HR policies including disciplinary and grievance procedures, and the union recognition agreement, now formally signed by our SGS and the NCSC. Writing a briefing note on the recognition agreement for circulation in the health section news bulletin "Reps Direct".
- Currently I am in the process of organising for a Guild accredited representative to take over the NCSC work.

It is likely that there will be further organisational issues in this field for both NCSC pharmacists and those working for the Commission for Healthcare Improvement (CHI) with the formation of the Commission for Healthcare Audit and Inspection (CHAI) and the Commission for Social Care Inspection (CSCI) from April 2004. The NCSC responsibilities will be taken over by these two new organisations and those of CHI by CHAI.

## Part 2 Activities, Professional Issues, included the following:

### Support for Internal Guild Matters

- Attending all Council meetings including special meetings, all Organisation, Terms and Conditions Committee meetings and Practice Committee meetings, and Group Secretaries Day.
- Liaising with President, Vice President and Professional Lead on Professional and other issues including an update meeting with the President.
- Updating the covering letter and forms for Council elections.
- Attendance at PDIG meeting in November.
- Liaising with Celltech about their silver and gold awards.

### Professional Representation for the Guild at National Level

- Meetings with and agenda coordinated for:

Chief Pharmacist Department of Health, Deputy Chief Pharmacist and Principal Pharmaceutical Officer with the President, Vice President and SGS

Minister, David Lammy and Chief Pharmacist, Department of Health with President

Secretary and Registrar of Royal Pharmaceutical Society (RPSGB) with President and Vice President

- Other meetings:

Launch of Medication Review Guide representing Mark Jones for the CPHVA and the Guild

Regular meetings of Modernisation Board Pharmacy Briefing Group (2)

Regular meetings of community pharmacy representative bodies with Royal Pharmaceutical Society (2)

Project meetings on production of standards for medicines on discharge /transfer with PSNC and RPSGB

### Other Activities

With Chair of Pharmaceutical Whitley Council, writing a letter and short briefing document to Chief Executives of Strategic Health Authorities, copied to Directors of Finance and Public Health. This drew attention to the need for senior pharmaceutical advice on prescribing, medicines management and pharmaceutical issues, circulated in early July.

Writing to the Cabinet Office Public Sector Team querying pharmacist involvement in various recommendations for action to the Department of Health in “Making a Difference: Reducing Burdens in NHS Hospitals” and offering specialist advice from the Guild.

Submitting comments, with the Vice President’s assistance, on the medicines section of the Hospitals Discharge Workbook, which was under revision in the autumn.

Attending British Pharmaceutical Conference including a meeting with Scottish pharmacists with an interest in public health

Attending also: first day of CPHVA Conference in October, Schering Award presentation, DH / NICE joint presentation on new method of topic selection for NICE

#### Response to Consultation Documents

The Government’s Modernisation Agenda has lead to an increase in the number of consultation exercises affecting NHS pharmacists either directly or indirectly. This was identified by Council as an important area of my work. I have drafted responses to 20 consultation documents, circulated the drafts for comments, collated the comments and submitted responses. Details of the consultations to which responses were sent can be found in the Professional Secretary Column of each issue of GHP.

#### Conclusion and Communication with Members

The Professional Secretary Column of the Guild’s “GHP” publication, started by my predecessor, has acted as a vehicle for communication of the major professional activities of the Guild to members in each edition of GHP since my appointment. I see this as an important aspect of my work and will continue to report how the Guild is supporting members’ professional interests. I will be happy to receive any ideas and suggestions to assist in this.

Jean Curtis  
Professional Secretary

January 2003

# Organisation Secretary's Report

1. At the Guild Council 'Awayday' at Whitehall College 13 June 2002 the Council discussed a new approach to managing Council business. A formal proposal for a new way of working was discussed at the Group Secretaries day, and within the Council, and has now been adopted. The main content of Council meetings will surround the discussion of policy based on short papers prepared by teams (see below) from Council, largely utilising electronic communication. Guild Council meetings will also continue the practice of inviting speakers to assist with policy thinking and development. The changed approach will allow our partner organisations to be more fully integrated into the business, within a framework that ensures membership accountability remains with elected Council, yet ensures policy covers all areas of potential membership interests.

## Agreed way of working

### Objectives

To manage Council business time to focus on business of value to members

To engage all Council in policy development

To speed Council policy development

To ensure most value derived from any Council member's time and costs

To minimise time and effort spent on routine administrative aspects

To improve policy formation in areas re primary care and technician practice

To provide a source of advice to the RPS and others on hospital and primary care issues

- Council timetable from 10.30am to 3.30pm.
- No committees but teams established to address particular areas of business.
- These teams to work electronically/by teleconference to agree papers to be discussed at Council
- Comments on papers from other Council members to be discussed with the team leader in advance of the meeting.
- Papers for the Council agenda must be available at least 1 week before a Council. Late papers will be deferred to the next meeting.
- Responses to MLXs to be drafted as above when time permits. Normally Professional Secretary role.
- Minutes of Council to be made available (using pro-forma) to Council normally within 2 weeks of Council meeting.
- President must be appraised of issues that will be raised at Council so that timetabling and appropriate chairing can be achieved.
- Council to be the basis of an Amicus Occupational Advisory Council (OAC). (that is, the body the union sees as responsible for advising it on the section of members; may be reviewed as Amicus decides on best management of pharmacy technician members)

- OTC still required and will meet preceding day to Council, possibly 3 times per year.
2. Distribution of all paperwork to Council is now electronic, and maximum use is being made of the web site (see June 2002 ghp). Agreed papers and approved minutes will be placed on the web site in a timely manner when everything is working smoothly. Openness and transparency as well as better informed members are the goals. The web site has developed greatly over the last 12 months. It now contains a large amount of information for members, and potential members, and helpful induction material for new Council members. The GHP rules are included and many elements of the old familiar 'red book'.
  3. A 12-month report on motions carried at the February 2002 and minutes of that meeting have been added to the website. Plans for the GDM in 2003 were communicated in January. Only 3 motions were received for the originally planned date in February. This did not justify the cost of a separate meeting. Council therefore decided to hold the 2003 GDM alongside the AGM at Bristol, at the venue for the National Conference. A rule change is to be presented to the AGM, proposing new ways of working to engage our membership in policy making decisions, replacing the GDM. This is intimately tied up too with how we wish to work within our parent body,
  4. Recruitment is a major target for the GHP. We are doing well. Over 200 net recruits in the last 2 years. This means of course many more have joined but others have left. Having understood the messages in the Kennedy report, which is changing the shape of 'regulation' in the health service, Amicus is more supportive than ever of sustaining the 'professional' agenda. We have put recruitment material on the web site and of-course the Amicus website has more. This is currently available on the Group Secretaries page, but we will review for material for potential members too. The application form on the web site will be updated to reflect new appointments and addresses. We have also included the application form in ghp.
  5. The Guild stand is being refurbished by the Communications Officer. New photographs were taken for joint RPS and GHP use.

Helen Remington  
Organisation Secretary

2002-2003

# Treasurer's Report

The past year has seen a significant change in the ways of working within GHP and with Amicus-MSF; to this end, a Financial Management Group comprising the Vice-President (as chair), Professional Secretary, Section General Secretary and Treasurer was set up following the Council strategy day in June 2002. This group, which meets and communicates by teleconference and email, will continue in 2003-04, concentrating on issues such as standing financial instructions and administrative support.

I assumed responsibility for the Section Fund accounts in August 2002 from Gerry Wilson, the outgoing Treasurer. One of the first tasks was to set up access to the accounts via the Bank's secure online system, and this has been useful in keeping track of transactions on a daily basis. On the down side, however, I have found it difficult, and in some cases impossible, to identify and reconcile sources of income, particularly that associated with symposia held by the Specialist Interest Groups (SIGs). Reconciliation of expenditure is satisfactory. For this reason it has not been possible to produce a detailed income and expenditure breakdown as would be common practice. I shall be liaising with the relevant people in the SIGs in the near future with the intention of publishing such in a forthcoming edition of *ghp*. The possibility of separate accounts for each of the SIGs is also being explored, and Council supports the concept of paid administrative support for them. It is recognised that this is a labour-intensive function for the committed volunteers who give freely of their time, often their own, to maintain the SIGs and the success that they achieve.

Balances as at 4th August 2002;

	£
14-day investment account	37,481.82
Instant access account	5993.07
Current account	6614.64
Total	50,089.53

Transfers of £3000 and £5000 to the current account from the 14-day investment account and the instant access account respectively were made on 5th August 2002.

Interest of £318.18 on the 14-day investment account and £2.66 on the instant access account was paid on 4th October 2002.

Bank charge of £47.50 on the current account for annual audit report was made on 6th January 2003.

Balances at close of business on 30th January 2003;

	£
14-day investment account	34,770.00
Instant access account	995.73
Current account	11,160.70
Total	46926.43

Jim Bannerman  
GHP Treasurer

30th January 2003

# Practice Committee Report

The Practice Committee has met on three occasions since the last annual report, prepared by the previous Chairman, Tony West. The three meetings were in April, June and September. From November 2002, we implemented new ways of working following a review of council operations in June 2002. This meant that practice issues are discussed by all of council in the open session of the meeting, rather than by a separate committee. This is designed to encourage broader participation in what is a very large and fast moving practice agenda that impacts on us all.

The members of the Practice Committee since the last AGM and up until September 2002 have been

Member	Attendance	Possible
Suzanne Khalid (Chair).....	2 . . . . .	.3
Andy Alldred* .....	2 . . . . .	.3
Gillian Arr-Jones*.....	1 . . . . .	.3
Jim Bannerman .....	3 . . . . .	.3
Tracey Boyce .....	2 . . . . .	.3
Peter Cooke .....	3 . . . . .	.3
David Miller.....	2 . . . . .	.3
Don Page.....	3 . . . . .	.3
Ron Pate.....	3 . . . . .	.3
Helen Remington.....	2 . . . . .	.3
Simon Riley .....	1 . . . . .	.3

Ex Officio

Jean Curtis  
Professional Secretary

Robert McArtney  
President

Tony West  
Vice President

Visitors

Primary Care Associations –PCCP,PCCPN and PCPA

Association of Pharmacy Technicians

\*Joined Practice Committee in June 2002

As in previous years, the Professional Secretary has continued to play a pivotal role within the committee. Jean Curtis was warmly welcomed this year and has done a tremendous job in co-ordinating the GHP response to an ever-increasing number of key consultation papers that will impact on the profession. Two key areas where we have had substantial input have been supplementary prescribing and technician registration. The latter has now addressed past GDM motions on this issue.

## Policy Statements

A policy statement on the relationship between patient centred technicians and pharmacists on wards has been developed and should have been ratified by the AGM. We continue to welcome ideas for new policy statement areas from members

## RPSGB

We continue to actively collaborate with the Hospital Pharmacists Group (HPG) at the RPSGB. Andy Alldred is our representative on the HPG with Simon Riley also being a member in his own right. Both Tony and Myself have been involved in a steering group looking at regulation of pharmacy support staff, which has been chaired by Helen Remington

## Primary Care Group and Pharmacy Technician Representation

Relationships with these organisations continue to strengthen with regular attendance at our practice committee meetings. Their input has been particularly useful.

Finally, I wish to add my personal thanks to Tony West for his support in my transition into the role of Chair of Practice / Practice Lead. Thank you also to Don Page and Jim Bannerman for their secretarial support and IT wizardry. Last but not least, the rest of council for their help and support to both Jean and I in responding to the large number of national consultation papers.

Suzanne Khalid  
Lead for Practice

January 2003

# Education and Science Report

## 1. Induction of new Council Members

Some considerable work, most of which is web based, has been completed in the past year on supporting new Council members (6 new members in the last year)

## 2. Awards

### a. Awards Coordinator

Colin Rodden has continued his excellent work, coordinating the main GHP awards. A formal role of awards coordinator, a separate email address and the development of an award policy has improved the consistency of approach and communication with respect to GHP awards. Many thanks go to Colin for his efforts.

### b. FirstDataBank & ITIG

This new award will be presented by the IT interest group at the GHP conference in April 2003.

### c. New Awards

We have been approached by potential sponsors with a view to new awards being made available.

## 3. Hospital Pharmacy Effectiveness award

Following the successful launch of this thorough piece of research, completed by the Manchester team led by Damien Child, funding is being sought to develop the information into a robust web enabled database. Discussions with a small number of possible sources including, the National Electronic Library for Health (NeLH) are progressing.

The CD-ROM has been distributed and the document is also available on the GHP website. A number of national and international enquiries relating to the work have been fielded.

## 4. Strategy

The new award and support for the 'Effectiveness Project' represent the major achievements, for 2002, relevant to the GHP strategy.

## 5. Representation

The GHP has representation on the following:

### a. Health Care Scientists (HCS) Strategic Implementation Group

This group is chaired by the Chief Scientific Officer, Sue Hill. As pharmacy is now HCS for human resource issues, this meeting is valuable. Work relating to competency frameworks, career pathways, flexible learning, and networking is carrying on through this group. Pharmacy has much to offer this group in terms of professional networking and commissioning and providing training. APTUK and the DoH Chief Pharmacist are also represented.

### b. RPharmS Shared Executives Group

This group of major pharmacy employers was convened to identify and resolve issues relating to the delivery of the cross-sector placement experience of the

pre-registration year. RPSGB have recruited facilitators to expediate 100% uptake in 2003/4 although this remains a challenging goal. GHP along with the NHS Pharmacy Education and Development Committee have been supportive of this work and provided experience of the successes from secondary care.

c. New Schools of Pharmacy

GHP have been approached by the new school of pharmacy in Cambridge to discuss educational and professional matters

d. CPD

GHP is discussing with the RPSGB any potential benefits of closer working in relation to the roll out of CPD for pharmacists.

Richard Cattell  
Lead for Education and Science

January 2003

# International Committee Report

## Membership

The committee is made up of the following members: Peter Cooke, Bob McCartney, Helen Remington and the SGS.

## Representation at the General Assembly EAHP 2002 Portoroz, Slovenia

The Guild was represented by Richard Cattell, Peter Cooke and Bob McCartney, and as ever, the representatives participated fully in the proceedings of the General Assembly. A wide range of issues were discussed, in particular:

- Administrative difficulties within EAHP. Many of these were as a direct result of the departure of Ian Simpson as Professional Secretary and the difficulties in fully briefing his replacement Luc Haesabeyt.
- The new organisation of EAHP. The working of the Board has been restructured such that each member has a portfolio. The whole of the Board was due to be elected this year. The elected members are: President – Jacqueline Surugue (France), Director of Organisational Aspects – Bror-Lennart Mentzoni (Norway), Director of Finances – Hans Harting (Netherlands), Director of External Relations – Peter Cooke (UK). There remained three vacancies; since this meeting the Board has co-opted: Director of Education, Science & Research – Arnold Vulto (Netherlands) and Director of Professional and Practice Aspects – Tajda Miharja-Gala (Slovenia). The post of Vice-President remains unfilled.
- EAHP Survey of Hospital Pharmacy in Europe. This survey repeated the work carried out in 1995 – it compares the different services provided in hospital pharmacies throughout Europe and includes details of the manpower providing these services. The results can be seen on the EAHP website [www.eahponline.org](http://www.eahponline.org)
- EAHP journal – The European Journal of Hospital Pharmacy (EJHP). It was confirmed that the journal was to be re-launched late in 2002. The journal is published in three languages English, French and German and GHP members should now be receiving copies. V'Iain Fenton-May and Ron Pate are members of the Editorial Board.
- EAHP Foundation for the Promotion of Hospital Pharmacy – this elected group seeks to provide financial support for activities identifying and sharing good pharmacy practice on a European basis. The fund will be managed through EAHP and receives contributions from various sources including the pharmaceutical industry.
- EAHP Congress – the 2002 Congress in Vienna was very successful. During the year, Bob McCartney has stepped down as Chairman of the Scientific Committee and is succeeded by Arnold Vulto, the Director of Education, Science and Research. Ged Lee has continued as Congress Executive Vice President.

## Specialisation

There is still significant variation in pre and post-graduate training in hospital pharmacy across Europe. The EU Commission has put forward proposals for mutual recognition of qualifications, which would cancel the current sectorial directives. The pharmaceutical profession is against the cancellation of the sectorial directive, as are all other professions with similar sectorial directives. A committee of representatives of each member state will

be looking further at training within hospital pharmacy across the E.U. member states – the outcome of this might still enable hospital pharmacy to be included as a specialisation.

### **Representation at FIP Nice, France September 2002**

The Guild was represented by the President, Bob McCartney

### **Representation at ASHP Mid-Year Meeting in Atlanta, Georgia December 2002**

The Guild was represented by the President, Bob McCartney. A number of other Council members were also present.

### **EAHP Congress March 2003 Firenze, Italy**

It is hoped that a number of members of the Guild Executive will be attending.

### **Representation at EAHP General Assembly 2003 Crete, Greece**

The UK delegation for this meeting will be determined at the first Council meeting following the AGM.

Peter Cooke  
International Committee

January 2003

# Staff Side Pharmaceutical Whitley Council Report

The staff side is made up of the following Guild Council members:-

Ron Pate	Chair
David Miller	Vice Chair
Barry Jones	Staff Side Secretary
Bob McCartney	GHP President
Tony West	GHP Vice President
Helen Remington	
Vilma Gillis	
Simon Riley	
Colin Rodden	

In addition to the above two seats are available to UNISON one of which is occupied by Gerry Looker and the other has not been taken up.

Meetings have been linked to those of OTC though since the last AGM there has been one meeting consisting solely of the staff side to consider in more detail specific PWC issues.

## 2002/2003 Pay Award

It is pleasing to report a number of successes as follows:-

- Increase in the EDC allowance from £2130 to £2297 (7.8%), thereby addressing the anomaly of no uplift in the EDC rate for 2000/01
- Pre-reg pay up by 15.82% and application of this rate to all sandwich course students thereby removing separate rates of pay for those in year 3 and 5
- Addition of one point at the top of grade D
- Deletion of the bottom two points of grade H and the addition of two points at the top
- An increase across all grades and allowances of 3.6%

Whilst it was disappointing that further progress could not be made in terms of correcting anomalies created by the 1999/00 pay award this was a step in the right direction. We will be looking to make further progress with next year's settlement and with conclusion of Agenda for Change.

## Agenda for Change

This is the heading given to the government's proposals for modernising the NHS pay system and has been the subject of many reports in ghp and, in recent months, other press. More detail can be obtained on the GHP website ([www.ghp.org.uk](http://www.ghp.org.uk)) Whilst this is

approaching conclusion, the announcements in the public domain at the time of writing this report have been helpful to us in identifying the strengths and weaknesses of the proposals. Firstly we believe the number of Pharmacist jobs that have been evaluated in the benchmarking process has been underestimated and a number of those that have, have had their profiles revisited by members of staff side to ensure they are more reflective of the jobs they purport to demonstrate.

Most members have raised concerns about the pay spine and again whilst detail of where Pharmacists will sit within this is not yet known the signs are not promising. To expose the problems this may cause I have provided evidence of the many Chief Pharmacists pay rates which are above the top point of the Whitley scale and this has been helpful in demonstrating that amongst other factors market forces have come into play across the full range of pay rates for pharmacists and that the current Whitley scale is not reflective of reality. I am therefore grateful to those Chief Pharmacists who contributed to this survey. It is our intention to make use of this data in discussions on any recruitment and retention premia that may be applied to the pharmacist pay scale.

While this is progressing it will be necessary to consider modernising career structures and grade definitions for pharmacists and we believe this will also help the seamless transfer of staff onto new pay scales as well as support the modernisation agenda e.g. pharmacist prescribers, creation of a consultant/specialist grade. At this point all I can say is that there is an enormous amount of activity now going on behind the scenes and from writing this to you reading it there will have been more announcements as there will be from you reading it to hearing my report at the AGM.

When implemented, Agenda for Change does promise to be the most radical overhaul of the NHS pay system since the Whitley Councils were created. Watch this space!

## Pay claim 2003/04

As evidence of the staged approach to Agenda for Change we have been advised that we should submit a pay claim for next year. At the time of writing this report this is in an early draft and I will speak to this issue at the AGM.

## General Comment

It is not possible in a report like this to reflect the amount of work that goes into the pursuit of improved terms and conditions and particularly the work that has gone on these recent months. One day I should perhaps write my memoirs but then again many members of the current staff side could also say that with the work they have put into Agenda for Change, modernising grading definitions, pursuit of a consultant pharmacist grade and associated strategies to do with improving pay. All I can say is I am grateful for their help, support and forbearance with this work.

R.G.Pate  
Chairman, Staff Side Pharmaceutical Whitley Council

January 2003

# Communication Report

## National

Council had accepted a communication strategy earlier this year. To ensure its action and the implementation of a number of projects highlighted below which supports its aims, a small communication group has been established. Membership included members of the Executive including Finance.

### Raising Guild profile - amongst patients and NHS healthcare workers

Short series of posters to market the role of pharmacists and pharmacy services within managed care.

### Raising Guild profile - amongst pharmacists to aid recruitment

Inexpensive marketing aids for distribution at local Guild events and ANC to raise the profile of the Guild.

### Guild stand

Updating the present Guild stand to reflect current developments within the NHS

## District Groups

Requests for urgent information to be fed to AfC negotiation demonstrated the need for robust means of communication to accredited Guild representatives within NHS organisations. District members were charged by Council in November 2002 to ensure all NHS organisations within their localities had identifiable accredited Guild representatives and communication gaps identified. An Information Sheet on the role and demands of being an accredited Guild representative was to be created which would improve recruitment to these positions.

Local Groups joining forces with other education providers to produce joint meetings, as the model in the West Midlands were to be encouraged. The West Midlands Group joined with the local Branch of the Royal Pharmaceutical Society, supported by the LPC and CPPE, to provide an evening event on the subject of Pharmacists as Prescribers. The advantage of this union brought together large numbers of pharmacists and sufficient sponsorship from industry to attract keynote speakers. Sue Sharpe, Chief Executive of the Pharmaceutical Services Negotiating Committee & previously Head of Legal Affairs at the RPharm Society; together with Lynn Young of the Royal College of Nursing exploring the possible futures of pharmacists as prescribers illustrated with lessons from the nurses experiences.

The outcome of this symbiotic relationship may offer an opportunity for others groups to explore.

## Direct Communication with members / prospective members

The ghp journal continues to provide regular, timely and informative features to the membership. The Group Delegates meeting placed strong emphasise of communication. Successful local practices, such as by local e-mail newsletters were encouraged and methods for raising awareness and improving membership were discussed.

Martin Pratt  
Communication Officer

January 2003

# Information Technology Interest Group

The Information Technology Interest Group (ITIG) has been in existence for just over a year and the committee has now grown from the small cohort who got the group off the ground to a committee of eleven. The group has appointed a chairman and a secretary in Graeme Richardson and Ian Hoban respectively. The other committee members are Onye Chigbu, Bunmi Fajemisin, Sandra Gray, Neil Kirby, Gary McCrea, Jane Smith and Andrew Willett, with Raj Gokani (Lead) and Jim Bannerman as Guild Council members.

Following the success of the first seminar in February, the committee organised via a series of teleconferences, a further seminar on 10 October 2002 in Birmingham. This attracted 89 delegates and when speakers and exhibitors were included, a total of 100 people attended the event. The seminar was supported by 7 exhibition stands from specialist Information Technology (IT) suppliers. At the conference 'The First DataBank Guild of Healthcare Pharmacists Information Technology Award' was launched. This new annual award, it is offered to encourage pharmacy departments and individuals, to support and promote IT initiatives and 'Best Practice' in the use of IT in the pharmacy or to improve pharmaceutical services. The value of the award is £2,500 and it will be presented at the GHP Annual National Conference in Bristol, April 2003.

The committee is now working on the next seminar, which is to be held on 30 April 2003, using market research to support the program development. The committees aim is to continue to organise seminars that contain cutting edge uses of IT to improve all areas of Pharmacy Practice. We will in addition continue the development and promotion of the e-mail notice board for providing and receiving information on novel IT topics within Pharmacy.

I would like to close by taking this opportunity to thank all the committee members for their contributions, their support and commitment to the development of the IT interest group over the last year. I would especially like to thank Robin Glasspoole and First DataBank Europe for their generous support for the First DataBank Guild of Healthcare Pharmacists Information Technology Award.

Graeme Richardson MSc MRPharmS  
Chairman (ITIG)

January 2003

# Management Interest Group

The Management Interest Group has been discussed at council over the last year and there has developed a broad consensus on how to take this group forward. The basic direction proposed for the next 12 months is:-

1. To build on the electronic method of working developing a password area of the website or the use of an email list similar to ITIG.
2. To use this agreed method to share the workload and joint working in a number of management areas including SOP's, Business cases and novel ways of service improvement
3. To have an electronic self-help group to provide support to others especially less experienced members.
4. To maintain the parallel session at the Annual Conference as the "human face" of MIG.
5. To continue to seek to raise the profile of GHP in this area possibly working with commercial and NHS partners
6. To form a small group outwith of Guild Council who would be willing to develop and progress this group to the benefit of all members with an interest in management. Administrative support would be shared with other Interest Groups.

It is not consider appropriate at this stage to provide specific conferences and/or training courses as this area is already well provided if not always publicised.

David Miller  
Acting Chair (MIG)

# GHP Compounding Interest Group Report

## Steering Group

Christina Lowe - chairman

Maria Palmer

Val Wells

Julian Smith

V'Iain Fenton-May

Ged Lee

Richard Needle

Richard Wastnage - industry representative

Jim Bannerman - CIG secretary, Guild Treasurer and Guild Council representative

Thanks to Gerry Wilson for his contributions to CIG as a Guild Council representative prior to his resignation from Guild Council during 2002.

## CIG GHP / Mayne Pharma Joint Award

Faulding Pharmaceuticals became Mayne Pharma during 2002 and will continue to work with the CIG. A new award joint award was informally launched at the May 2002 Symposium, the aim is to encourage and fund research projects in QC and production, particularly formulation. The award will be promoted and formally launched in 2003.

## Meetings and Events

CIG Annual Meeting and Workshop Saturday 12th April 2002, GHP Annual National Conference, Manchester. Ethics in Paediatric Prescribing and Compounding, with speaker Ian Costello.

CIG 3rd Symposium, Theme: Suspending Reality. 22nd May 2002, Strawberry Bank Hotel, Meriden, Coventry.

Similar attendance to the 2nd Symposium, well received and breaking even. Feedback indicates that delegates prefer a practical to a strategic focus and this will influence future events.

## Communication

The CIG Contact list now exceeds 370 including over 260 email contacts, last years figures were 300 and 200 respectively.

Traffic has increased on our email discussion list [compounding@yahoogroups.com](mailto:compounding@yahoogroups.com) with 380 messages during the last year. Over 820 messages have been posted since the launch in July 2000. Subscribers have increased from 136 in February 2002 to 160 at end of January 2003. Message topics include formulation and stability, procedures and practice, and materials sourcing. The discussion list URL is <http://groups.yahoo.com/group/>

compounding the home page is available to all visitors but access to the searchable list archive is restricted to subscribers.

The 3rd CIG Symposium was reported in the Hospital Pharmacist. CIG intends to submit updates or articles for each edition of GHP and for the Hospital Pharmacist but failed to do this in 2002, so more effort must be made in future.

# Attendance of Council Members at Council Meetings 2002 - 2003

At the time of writing there had been 4 full Council meetings since the last AGM, these being held on 12 June 2002, 19 September 2002, 28 November 2002 and 7 February 2003. A further Council meeting will take place two days before the 2003 AGM.

Andrew Aldred	2
Gillian Arr-Jones	1
Jim Bannerman	4
Tracey Boyce	2
Chris Cairns	4
Richard Cattell	3
Peter Cooke	4
Helen Davis	1
Vilma Gillis	3
Raj Gokani	2
Suzanne Khalid	3
Bob McCartney	4
David Miller	2
Anthony Oxley (co-opted in February 2003)	
Don Page	4
Ron Pate	3
Martin Pratt	3
Helen Remmington	2
Simon Riley	1
Colin Rodden	3
Tony West	3
Gerry Wilson	1
Janet Whyatt (co-opted in September 2002)	1

# Notes

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