

## **SCOTTISH PHARMACY BOARD MEETING**

Minutes of the meeting held on Wednesday 23 January 2019, at Holyrood Park House, 106 Holyrood Road, Edinburgh EH8 8AS.

### **PUBLIC BUSINESS**

#### **Present**

Dr Anne Boyter (ACB)  
Mr Jonathan Burton (JB) (Vice-Chair)  
Miss Tamara Cairney (TC)  
Mr Andrew Carruthers (AC)  
Mrs Kathleen Cowle (KC)

Mr Johnathan Laird (JL)  
Mr Alasdair Macintyre (AM)  
Dr John McAnaw (Chair)  
Dr Ailsa Power (AP)  
Mrs Deborah Stafford (DS)

#### **In attendance:**

Aileen Bryson (ABr), Deputy Director and Scottish Practice and Policy Lead, Dr Colin Cable (CC), Assistant Chief Scientist, Alex MacKinnon (AMK), Director for Scotland, Annamarie McGregor (AMcG), Practice Development Lead, Helen Reilly (HR), Head of External Relations, Carolyn Rattray (CR), Business Manager, Paul Bennett (PB), Chief Executive, Gail Fleming (GF), Director of Education and Professional Development, Helen Gray (HG) Head of People, Jeremy Macdonald (JM), Director of Technology, Harvinder Sondh (HS), Director of Innovation and Enterprise, Ashok Soni (AS), RPS President, Robbie Turner (RT), Director of Pharmacy and Membership Experience and Corrinne Burns (CB), Reporter (Pharmaceutical Journal team).

**Guests:**

Professor Harry McQuillan (HMcQ), Chief Executive, Community Pharmacy Scotland (CPS).

<b>19/01/01.</b>	<p><b>Welcome and introductions</b></p> <p>The Chair welcomed everyone, extending a special welcome to the Chief Executive, RPS President, Corrinne Burns (CB), Reporter (Pharmaceutical Journal team) and RPS Directors who had recently been appointed to their posts within the new RPS structure.</p> <p>Board Members were advised that Professor Harry McQuillan, Chief Executive, Community Pharmacy Scotland (CPS) would join the meeting for his agenda item and then for lunch.</p>	
<b>19/01/02.</b>	<p><b>Apologies</b></p> <p>Apologies were received from Ewan Black (EB), from Simon Redman (SR), Director of Finance and Corporate Services, Mair Davies (MD), Director for Wales and Professor Luigi Martini (LG) Chief Scientist.</p>	
<b>19/01/03.</b>	<p><b>Declarations of interest</b></p> <p>Amendments to Board Members' (BM) Declarations of Interest:</p> <p>Ailsa Power:</p> <ul style="list-style-type: none"> <li>• Delete Member, FIP Host Committee</li> <li>• Amend Member, RPS Faculty Board and Member, RPS Education Advisory Group to read Board Member, RPS Faculty and Education Board</li> </ul> <p>Anne Boyter:</p> <ul style="list-style-type: none"> <li>• Delete FIP Host committee</li> </ul>	<b>BMs/CR</b>

19/01/04.	<p><b>Minutes of the SPB Public Business meeting held on Wednesday 26 September 2018</b></p> <p>The Scottish Pharmacy Board</p> <p><b>accepted as a true and accurate record</b></p> <p>the minutes of the Scottish Pharmacy Board Public Business meeting, held on Wednesday 26 September 2018 (19.01/SPB/04).</p> <p>Approved by Kathleen Cowle and seconded by Alasdair Macintyre.</p>	
19/01/05.	<p><b>Actions Log (19.01/SPB/05)</b></p> <p><b>Matters arising.</b></p> <p><u>Patient Consent:</u>  <i>ABr to take a discussion paper on patient consent to the Professional Leadership Forum (PLF).</i>  ABr reported that a discussion has been drafted and is on the agenda for noting. The paper will now be presented to the Member Experience team for consideration, rather than the PLF, as more appropriate. Item to be <b>closed</b>.</p> <p><u>Zubin Austen's presentation:</u>  AMK reported that the presentation is no longer available and asked that the action be <b>closed</b>.</p> <p><u>AMcG / CR to invite reps from the NAPs group to the April 2019 SPB meeting:</u>  This is in hand. AMcG confirmed that discussions are ongoing with Health Improvement Scotland (HIS). Also, this matter should be considered at the next DoPs/RPS Executive meeting. Action to remain <b>open</b>.</p> <p><u>The role of the pharmacist:</u>  ABr updated BMs noting that the paper has not yet been finalised and that a working group has been established to consider the paper overall but, in the meantime, the draft has been condensed to create a quote for NHS Greater Glasgow and Clyde (NHS GGC) for their paper on the role of the pharmacist. It will then be submitted to Scottish Government for information. <b>Item to be closed</b>.</p>	<b>RPS Reps</b>

	<p><b>Business Plan 2018 (18.09.07):</b>  <i>RPS representatives to discuss the Hospital Standards work with the DoPs Executive Group and, if appropriate, invite Laura McIver, as the HIS representative on the DoPs Group, to an SPB meeting to update the Board and answer any questions around the Hospital Standards.</i>  AMcG confirmed that this is 'all in hand'. There is mapping required from the HIS Standards to enable the Hospital Standards to be benchmarked. The DoPs Executive to be approached for further support. As per previous action.</p> <p><b>Presentation by Andrew Kerr (AK): Common Characteristics of High Performing Pharmacies (18.09.09):</b>  <i>AK and Boyana Atanasova (BA) to liaise on a blog article for the RPS website and other digital platforms.</i>  Anne Boyter (ACB) AK's supervisor confirmed, in BA's absence that this has not yet taken place. Action to remain <b>open</b>.</p> <p><b>RPS Local (18.09.10):</b>  <i>AMcG to circulate a list of 'gaps' to BMs.</i>  AMcG confirmed that a list of 'gaps' would be circulated to BMs in March '19. Action to remain <b>open</b>.</p> <p><b>Mental Health (18.09.12)</b>  <i>RPS Staff to consider ways to promote and publicise the 'Choice and Medication' website.</i>  It was agreed that this item should be closed as will be considered as part of the Mental Health campaign. Item to be <b>closed</b>.</p> <p><b>Presentation – British Heart Foundation Report on Hypertension (18.09.13):</b>  <i>Paul Forsyth (PF) to be invited to the April 2019 SPB meeting.</i>  ABr confirmed that this is in hand and that PF would be invited to the April SPB meeting.</p> <p><b>Policies and consultations (18.09.14)</b>  <u>Supervision, Consultation on Dispensing Errors in hospitals, Superintendent Pharmacist and Responsible Pharmacist.</u>  <i>ABr to develop a webinar on 'exceptional circumstances' for pharmacist Members working in remote and rural areas.</i>  ABr confirmed that further clarity is required around exceptional circumstances and so not appropriate to develop a webinar at the present time. This item to be <b>closed</b>.</p>	<p><b>RPS Reps</b></p> <p><b>BA / AK</b></p> <p><b>AMcG</b></p> <p><b>ABr</b></p>
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	<p><b>Online Pharmacy Services (18.09.14).</b>  <i>ABr to feedback comments on the Online Pharmacy Services document and then circulate the revised document.</i>  This item to be closed as paper to be considered on agenda. Item to be <b>closed</b>.</p> <p><b>External Relations (18.09.15):</b>  <u>Public and patient involvement (PPI).</u>  <i>Kathleen Cowle (KC) to add PPI to the agenda of the next CCA meeting.</i>  KC confirmed that the RPS Campaign had been included on the agenda at a CCA meeting but that she hadn't received any feedback. AMK encouraged BMs to take posters to distribute to networks. Item to be <b>closed</b>.</p> <p><i>BMs to forward case studies and stories to BA.</i>  BMs were reminded to forward case studies and stories to support the PPI campaign to BA. Item to remain <b>open</b>.</p> <p><i>RPS Team to explore opportunities with Scottish Government (Scot Govt) for the 'Good Care starts with a conversation' Campaign to be included in the Scot Govt Public Health (PH) Campaign.</i>  AMK noted that the content of this phase of the Scot Govt's PH campaign has been set but that we could propose that it might be included in the next phase. AMK noted that there has been a discussion around health literacy and messaging. Item to be <b>closed</b>.</p> <p><b>Science and Research update (18.09.17):</b>  <i>BMs to circulate details of the Science and Research Summit to their networks.</i>  Item to be <b>closed</b>.</p> <p><i>BMs to volunteer to support the re-vamp of the policy on e-cigarettes.</i>  ABr confirmed that a working group has been established to consider the policy on e-cigarettes and so there is no need for BMs to volunteer at this juncture. Item to be <b>closed</b>.</p> <p>There were no other matters to be considered from the Actions Log.</p>	<p><b>BMs / BA</b></p>
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19/01/06.	<p><b>Education and Professional Development</b></p> <p>Gail Fleming (GF), Director of Education and Professional Development, introduced herself and gave a brief summary on her role and remit. GF gave a presentation on <i>Education Directorate: 2019 and beyond</i>. GF's presentation focussed on four main areas:</p> <ul style="list-style-type: none"> <li>• Education Governance Oversight Board (EGOB)</li> <li>• GPhC Initial Education and Training (IET) for Pharmacists consultation</li> <li>• 2019 RPS Education Directorate work plan</li> <li>• Faculty Review</li> </ul> <p><u>Education Governance Oversight Board (EGOB).</u> This Board has met twice so far; its purpose is to bring various key stakeholders together to enable the creation of a UK Pharmacy Training Board, for pharmacists and pharmacy technicians, by 30 September 2019. The purpose of the next meeting, scheduled for May 2019, will be to progress previous discussions and formulate a work plan. GF confirmed that, although Peter Kopelman has led discussions, this is not an RPS Board but a partnership of key stakeholder representatives including education commissioners, employers, the CCA and NPA. AM was concerned that there should be representation from each country; GF to feed this back to the Board.</p> <p><b>Action:</b> GF to feed back to EGOB, the concern of BMs that each of the UK nations should be represented on the EGOB.</p> <p><u>General Pharmaceutical Council Initial Education and Training for Pharmacists Consultation.</u> GF explained that the consultation is a lengthy document and so provided BMs with bullet points covering the main aims of the consultation.</p> <p>The consultation proposes:</p> <ul style="list-style-type: none"> <li>• one set of standards and learning outcomes for the full period of education and training</li> <li>• closer integration between academic study and workplace experience</li> <li>• revising the learning outcomes</li> <li>• strengthening experiential learning and inter-professional learning</li> <li>• strengthening the requirements for selection and admission</li> <li>• strengthening the requirements in relation to equality, diversity and inclusion</li> </ul>	GF
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	<p>In practice, this would mean:</p> <ul style="list-style-type: none"><li>• Schools of Pharmacy would need to redesign their MPharm degrees to allow integration into the full period of education and training</li><li>• Student pharmacists would have greater exposure to patients in a range of environments from an earlier stage in their training</li><li>• 'Pre-registration training' would be replaced with 'learning in practice'</li><li>• Schools of Pharmacy (SoPs), employers and commissioners, working collaboratively to decide, at which point in the MPharm degree, the 52 weeks of learning in practice is undertaken</li><li>• A more rigorous and structured approach to learning in practice</li></ul> <p>The RPS will be responding to the consultation and so BMs' views will be welcomed and considered. Members will also be consulted. The deadline for consultation responses is 8 May 2019.</p> <p>GF confirmed that experiential learning will form a part of the MPharm degree 'from day one'.</p> <p>ACB declared a conflict of interest, as Director of Teaching at Strathclyde School of Pharmacy. ACB noted that the consultation is proving to be contentious; it only states the end goals and does not elaborate on how the goals should be achieved or funded.</p> <p><u>RPS Education Directorate plans for 2019.</u></p> <p>GF noted that, in her first few months, she had been listening to internal and external stakeholders to ascertain challenges and aspirations. The Education Directorate had also had a team day in November 2018 to consider priorities.</p> <p>The first area considered was what success would look like in 2024:</p> <ul style="list-style-type: none"><li>• A career path that is established in practice</li><li>• The RPS is recognised as the 'go to' organisation for professional development and education leadership and support through all career stages</li><li>• There is engagement with our products and assessments</li><li>• That collaborative working across teams is an inherent part of the ethos of RPS</li><li>• That there is clear evidence of partnership working with other Royal Colleges</li></ul>	
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	<p>In the shorter term, markers of success would be:</p> <ul style="list-style-type: none"><li>• Having clarity around roles and responsibilities within the Directorate<ul style="list-style-type: none"><li>○ Understood internally and externally</li><li>○ Focused priorities</li></ul></li><li>• Collaborative working across teams</li><li>• Being able to influence workforce and education policy</li><li>• Developing the RPS assessment strategy</li><li>• Having RPS Faculty and professional development programmes that are modern and accessible.</li></ul> <p>The Directorate plans incorporate five different areas, i.e., pre-Foundation, Foundation, Advanced Practice/Consultants, Education Solutions (delivery and support) and Workforce Policy and the Wider team. The next step will be to align staff to ensure delivery of the directorate's objectives.</p> <p><u>RPS Faculty Review.</u></p> <p>GF noted that most Faculty Members are from the hospital sector and, in 2018, only a small number of assessments were awarded. The trajectory is negative and requires analysis. Initial findings from a current project seeking views from Faculty Members (and representation from the Consultant Pharmacists' Network) on an annual support and submission model for RPS Faculty, indicate that there is strong support for the principles of Faculty but that further work is required across a number of areas to make it more accessible and relevant.</p> <p>Chris John, Head of Workforce Development, will be leading as a project manager on the review and will provide updates as the project plan is developed.</p> <p>It was confirmed, in response to a question from BMs, that the costing model is being considered.</p> <p>ACB suggested that, as part of the project, consideration should be given to focussed communications with the different types of Faculty Members, so that Members understand clearly the benefits of maintaining their Faculty membership.</p> <p>GF was asked for initial thoughts on credentialing, in particular, dual credentialing and how the RPS could market itself. GF suggested that like-minded organisations should work in partnership for the benefit of the service as a whole rather than competing with each other.</p>	
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	<p>GF reassured BMs that pre-foundation and foundation levels will be considered as part of the project.</p> <p><b>Action:</b> GF to feed back to the Education and Governance Oversight Board (EGOB), the concern of BMs that each of the UK nations should be represented on the EGOB.</p> <p><b>Action:</b> CR to circulate the presentation to BMs in SPB weekly update.</p> <p>The Scottish Pharmacy</p> <p><b>noted</b></p> <p>the education and professional development update and presentation.</p>	<p><b>GF</b></p> <p><b>CR</b></p>
19/01/07.	<p><b>Scottish Pharmacy Board Business Plan for 2019 (SPB BP 2019)</b></p> <p>Alex MacKinnon (AMK), Director for Scotland, presented BMs with the plans for the SPB BP 2019, highlighting a number of areas. BMs were advised that the BP looks very different for 2019, reflecting the new RPS structure. Although the BP looks different, there is a specific thread running through it focussing on supporting members and making it easier to be a member. AMK confirmed that the RPS BP is aligned across the three countries with all teams working together as one RPS; a set of principles has been produced to support this new way of working and to ensure delivery of the plan. AMK assured BMs that, although working as one RPS, the BP remains aligned to the aspirations of the Scottish Pharmacy Board. BMs were advised that the key performance indicators were still being worked on by the Executive Team.</p> <p>AMK gave details of the five membership experience projects which will be delivered keeping a focus on the four 'R's: Recruitment, Reputation, Retention and Revenue. The BP will be supported by a PA / PR plan as well as an RPS Local plan.</p> <p>AMK noted that an element of 'business as usual' is included in the BP and that all activities will need to meet with both the Scottish and RPS objectives.</p> <p>AMK provided a brief update on a number of work streams. It was noted that there are still two items outstanding from the 2016 Manifesto: read and write access to the patient record and Protected Learning Time (PLT) – these work streams will continue.</p>	

	<ul style="list-style-type: none"><li>• Protected Learning Time: AMK advised that this may need to be renamed as PLT means different things to different people</li><li>• The role of the pharmacist: campaign ongoing and moving to the next stage</li><li>• Care Homes Summit: a report from the summit in November and a new policy, that will align to England and Wales will be completed by the end of March and launched in April This will include advocacy around resourcing for the pharmacy profession</li><li>• Early years' pharmacists: working as part of the member experience team to revamp our offering to new pharmacists. There will be a piece of work around supporting early years' pharmacists</li><li>• Mental health campaign: AMcG attended the Mental Health Specialist Interest Group in January and asked for support with best practice cases. A round table is tentatively planned for May, but might be postponed until September due to promotion of the care home policy.</li><li>• Positive feedback from members of the Mental Health SIGN about the England campaign, underlines the importance of these types of campaign for member engagement, recruitment and promotion of the profession.</li><li>• RPS Local: AMK noted that RPS Local had been very well received in its first year, with 55 events taking place across all the Scottish health boards, reaching 1000 individuals with a satisfaction rate of 93%. It is envisaged that RPS Local will be the platform for the delivery of all RPS support and resources. BMs were advised that the vision is to have a BM assigned to each RPS Local area, providing an opportunity to engage on various RPS advocacy and policy pieces</li><li>• Stakeholder partnerships: working to develop partnerships which align with our objectives. AMK noted that the Primary Care Clinical Partnership that has been established has 'been one of the best things we have been involve in' and should be progressed</li><li>• Quality Improvement in Pharmacy Practice (QIPP): this group will continue to work with partners to deliver patient and public involvement</li></ul> <p>AMK concluded his update, noting that additional work will include Community Pharmacy Professional Standards and Supervision</p> <p>DS asked about the stakeholder lists; AMK confirmed that the emboldened groups are his suggestions to prioritise.</p> <p>KC suggested that nearly all Scottish activity involves PPI and should be included within the stakeholder list. AMK to move this into the stakeholder list.</p>	
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	<p>JMcA was pleased to see that some things are being stopped but sought assurance that there is fluidity so that unexpected 'items' can be included.</p> <p>ACB suggested that the BP could run until Sept 2020 rather than just 6 months. Because of the restructure, the BP is out of sync for 2019, however there are areas that will continue into 2020.</p> <p><b>Action:</b> AMK to include PPI in the stakeholder list.</p> <p>The Scottish Pharmacy Board</p> <p><b>approved</b></p> <p>the Directorate goals within the draft SPB Business Plan for 2019 with an undertaking that the KPIs will be shared when finalised.</p>	<p><b>AMK</b></p>
<p><b>19/01/08.</b></p>	<p><b>Innovation and Enterprise</b></p> <p>Harvinder Sondh (HS), Director of Innovation and Enterprise, presented on the new Innovation and Enterprise Directorate; its vision, strategies and goals.</p> <p>ACB asked about innovations which will attract younger pharmacists to membership and encourage them to remain as members. AC suggested that the phasing of subscriptions for newly qualified pharmacists should be made clearer as the assumption is, to many newly qualified pharmacists, that the membership subscription increases significantly year on year.</p> <p>There was a discussion around enterprise and the need to create profit to reinvest into supporting members; AP asked whether this message was being communicated to the membership. It was confirmed that it would be a 'focus' going forward. AS suggested that the 'value' and 'benefit' of Membership should be incorporated into any communications.</p> <p><b>Action:</b> CR to circulate the presentation on Innovation and Enterprise.</p> <p>The Scottish Pharmacy Board</p> <p><b>noted</b></p>	<p><b>CR</b></p>

	The Innovation and Enterprise presentation.	
19/01/09.	<p><b>People</b></p> <p>Helen Gray (HG), Head of People, provided a high level presentation on the People Directorate goals for 2019 and the activities being undertaken to ensure that they are progressed and achieved.</p> <p><u>People Directorate Goals include:</u></p> <ul style="list-style-type: none"> <li>• <b>Attracting people:</b> recruiting appropriate people to ensure that the RPS corporate goals can be developed and progressed. The team is committed to ensuring a smooth recruitment journey with RPS being an attractive employer to candidates and employees</li> <li>• <b>Developing people:</b> Focus on offering challenging and stimulating work which will support and advance personal development.</li> <li>• <b>Engaging our people:</b> A new staff survey: 'WorkBuzz' is being introduced. It is much more dynamic than the previous one. Surveys will be at quarterly intervals with results being made available within days; this will support the development and embedding of improvements and the promotion of inter-team engagement and working as one RPS team.</li> <li>• <b>Developing a culture of wellbeing:</b> The RPS is committed to enabling its people 'to be their best selves', to remove barriers so that employees can make a difference at the RPS. Activities include the establishment of a Diversity &amp; Inclusion group, the introduction of mental health awareness training and, in the Autumn of 2019, 'Time to Change' accreditation</li> <li>• <b>Efficiency:</b> Using technology and good processes to free up the team's time for more value adding activities.</li> </ul> <p>DS asked for more detail on the Learning &amp; Development (L&amp;D) goal and whether there would be an opportunity for BMs to tap into this. HG confirmed that if such an opportunity arose, that would add value, it would be considered. DS suggested that the provision of a development plan might encourage more people to put themselves forward for election; it was suggested that such a plan could be extended to RPS Local Coordinators.</p> <p><b>Action:</b> CR to circulate the People team presentation to BMs.</p> <p>The Scottish Pharmacy Board</p>	CR

	<p><b>noted</b></p> <p>the People Directorate presentation.</p>	
19/01/10.	<p><b>Overview from the Chief Executive</b></p> <p>Paul Bennett (PB), Chief Executive, provided an overview of all the activities that the RPS and its people had been involved in during 2018. The presentation had been shown originally at the staff conference in December 2018. CR to circulate the presentation.</p> <p>PB then went on to provide an overview of the RPS finances, noting that the 2019 Budget, agreed in November 2018, will be a deficit budget. BMs were advised that 2018 'was very strong' both from an income perspective and also 'reputationally'.</p> <p>BMs were advised that 2019 will be challenging, with the significant change in the structure of the Executive Team. The RPS will retain its focus on members and will be customer focussed with a real feeling for what their needs are.</p> <p>A priority for 2019 will be the exciting education and science and research agendas with a particular focus on Science and Research. It has become very clear that technology will play a crucial part in this work. PB noted that, for RPS to realise and achieve its ambitious goals, it will require the whole organisation to work as One RPS.</p> <p>It was suggested that the presentation should be made visible so that Members could have easy access to see the work that is carried out on their behalf, for example, at RPS Local events. It was agreed that getting messages out is imperative but AMK noted that the video shown at the meeting was designed specifically for staff to celebrate team achievements in 2018.</p> <p><b>Action:</b> CR to circulate the overview of 2018 presentation to BMs</p> <p>The Scottish Pharmacy Board</p> <p><b>noted</b></p> <p>The overview from the Chief Executive.</p>	<p><b>CR</b></p> <p><b>CR</b></p>

<b>19/01/11.</b>	<p><b>Member Enquiry</b></p> <p>Professor McQuillan (HMcQ), Chief Executive, Community Pharmacy Scotland, presented an enquiry on behalf of himself as an RPS Member. His enquiry related to the need for confidential business.</p> <p>It was agreed that this should be discussed further at the Strategy day, the following day, and then put into public business as a formal item on 24 January 2019.</p>	
<b>19/01/12.</b>	<p><b>Technology</b></p> <p>Jeremy Macdonald (JM), Director of Technology, provided a presentation, explaining that RPS Technology is a new directorate established as part of the recent RPS restructure.</p> <p>The Technology team will work in a transparent way to deliver value to RPS through creating and supporting products and services that align with the RPS vision and mission.</p> <p>The Directorate Vision is for one RPS Technology team that realises business value through inspirational and effective collaboration with each directorate. The team works on agile principles.</p> <p>The Directorate has two main themes.</p> <ul style="list-style-type: none"> <li>• To establish best-practice ‘development, support and maintenance’ services for all external and internal customers.</li> <li>• Build technology efficiency across membership services</li> </ul> <p>The team aims to:</p> <ul style="list-style-type: none"> <li>• Develop a content management strategy for Pharmaceutical Press</li> <li>• Enable new business opportunities across RPS through improving customer relationship management</li> <li>• Support the delivery of a single brand across all RPS products and services</li> </ul> <p>JM concluded the presentation by inviting questions. There were no questions.</p> <p><b>Action:</b> CR to circulate the presentation slides to BMs in the weekly update.</p>	

	<p>The Scottish Pharmacy Board</p> <p><b>noted</b></p> <p>the presentation on the vision, mission and themes of the RPS Technology Directorate.</p>	<b>CR</b>
<b>19/01/13.</b>	<p><b>National Pharmacy Board Elections 2019</b></p> <p>The Scottish Pharmacy Board</p> <p><b>noted</b></p> <p>the National Pharmacy Board Elections' 2019 paper (19.01/SPB/12).</p>	
<b>19/01/14.</b>	<p><b>Policy and Consultations</b></p> <p><u>Protected Learning Time (PLT) (19.01/SPB/13(i)):</u></p> <p>ABr introduced this agenda item noting that a working group (SLWG) has now been established and the paper tabled (19.01/SPB/13(i)) is the note from the first meeting of the SLWG. JB gave a brief update. The group had a teleconference meeting in December 2018. Since that meeting, a first draft of an SPB/RPS statement has been produced; it has four main points which are applicable to the whole RPS. To date, the draft has only been circulated to the SLWG but will be circulated to a wider audience for consideration. The aim is to have a final draft ready for the April NPB meetings.</p> <p>It was confirmed that the document will be 'pitched at' RPS Members, employers and government.</p> <p>Suggestions included:</p> <ul style="list-style-type: none"> <li>• Tightening of the scope</li> <li>• Future planning – SLWG through teams (policy leads) to NPBs</li> <li>• JMcA suggested that it should go to the National Board Chairs' Forum (NBCF) to be considered</li> <li>• It was suggested that this might not be a GB piece of work but, as part of the 2016 SPB Manifesto, it still forms part of the SPB BP work stream</li> </ul>	

	<p>JB noted that the draft had been structured in such a way that it would be relevant to either Scotland or GB; the group will take advice and consider all the suggestions given. AMcG noted that, for the development of the Manifesto, the Scottish membership was consulted and PLT was very high on members' priorities at RPS Local meetings.</p> <p>The Scottish Pharmacy Board</p> <p style="text-align: center;"><b>noted</b></p> <p>the paper on protected learning time (19.01/SPB/13(i)).</p> <p><u>Online Pharmacy Services (19.01SPB/13(ii)).</u></p> <p>ABr gave some background to the draft policy presented to BMs. The Paper had, in ABr's absence, been re-drafted by Heidi Wright, English Practice and Policy Lead. There were five points for BMs to consider. There was a discussion on the five points in the draft policy and it was agreed that further work was required to make the document fit for purpose.</p> <p><b>Action:</b> ABr to work with Policy Leads to finalise draft policy.</p> <p>The Scottish Pharmacy Board</p> <p style="text-align: center;"><b>considered</b></p> <p>the content of the online pharmacy services policy (19.01SPB/13(ii)) but agreed that further work is required to make the document fit for purpose.</p> <p><u>Patient Consent (19.01/SPB/13(iii)).</u></p> <p>Alasdair Macintyre (AM) summarised discussions that had taken place at a meeting of the SLWG on Patient Consent. The conclusion of the SLWG was that Patient Consent (PC) should be considered as a GB piece of work. RT confirmed that the RPS Standards team would look at PC to consider whether it should be taken forward as a GB piece of work.</p>	<b>ABr</b>
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	<p>The Scottish Pharmacy Board</p> <p><b>approved</b></p> <p>the proposed work stream on patient consent (19.01/SPB/13(iii)).</p>	
<b>19/01/15.</b>	<p><b>External Relations</b></p> <p><u>Social Media (19.01/SPB/14(i)).</u></p> <p>The Scottish Pharmacy Board</p> <p><b>noted</b></p> <p>the social media update (19.01/SPB/14(i)).</p> <p><u>MSP Survey 2018 (19.01/SPB/14(ii)).</u></p> <p>BM's reflected that the figures are on a positive trajectory with awareness of the RPS increasing each year. The RPS now commands the same level of awareness as Health Improvement Scotland.</p> <p>AMK noted that a PA / PR strategy has been developed and is being finalised. This will be circulated to the SPB in due course.</p> <p><b>Action:</b> HR to circulate the PA / PR strategy for 2019 to BM's when finalised.</p> <p>The Scottish Pharmacy Board</p> <p><b>noted</b></p> <p>the MSP Survey report (19.01/SPB/14(ii)).</p>	<b>HR</b>
<b>18/09/16.</b>	<p><b>Science and Research Report (19.01/SPB/15)</b></p> <p>Dr Colin Cable (CC), Assistant Chief Scientist, provided a brief update on the work of the Science and Research (S&amp;R) Team. Included in the update:</p>	

	<ul style="list-style-type: none"> <li>• <b>Advanced technology</b> - CAR T therapies – possibility of cures after just one cycle of therapy. These are set to increase in number.</li> <li>• <b>Disease prediction and protection</b> - minimising risk</li> <li>• <b>Connective and digital health</b> – ability to predict relapses and onset of disease</li> <li>• <b>E-cigarettes</b> – The RPS Policy around e-cigarettes is to be revisited to understand whether e-cigarettes have a role to play to support smoking cessation.</li> <li>• <b>BREXIT</b> – The S&amp;R team’s interest in this area is to do with funding, personnel and how it will affect access to medicines</li> </ul> <p>The team is also looking to see if the Pharmaceutical Scientist membership sector could include students.</p> <p>BMs were provided with the most up to date agenda for the Science and Research Summit which takes place on 8 February. BMs were asked to continue to promote the Summit to their networks.</p> <p>The Scottish Pharmacy Board</p> <p style="text-align: center;"><b>noted</b></p> <p>the Science and Research report (19.01/SPB/15).</p>	
19.01/17.	<p><b>Chair and Vice-Chair’s Report (19.01/SPB/16)</b></p> <p>The Scottish Pharmacy Board</p> <p style="text-align: center;"><b>noted</b></p> <p>Chair and Vice-Chair’s Report (19.01/SPB/16).</p>	
19/01/18.	<p><b>Key messages</b></p> <p>The Scottish Pharmacy Board</p> <p style="text-align: center;"><b>agreed</b></p>	

	<p>the following key messages:</p> <ul style="list-style-type: none"> <li>• Promotion of the Winter Science Summit, taking place on Friday 8 February 2019</li> <li>• Updates from the new Directorates</li> <li>• Harry McQuillan, CEO of CPS, attending as an RPS Member with a Member query</li> </ul>	
<b>19/01/19.</b>	<p><b>Any other competent business</b></p> <p><u>Sharing of Board members' email address:</u> All Board Members confirmed that they were happy for their email addresses to be shared with each other for the purpose of SPB business.</p>	
<b>19/01/20.</b>	<p><b>Dates of SPB meetings - 2019</b></p> <p>SPB Board Day: Wednesday, 24 April 2019          SPB Induction Day: Tuesday, 2 July 2019          SPB Board Day: Wednesday, 3 July 2019          SPB Board Day: Wednesday, 25 September 2019</p> <p>Two further strategy days – dates TBC.</p>	

**The meeting closed at: 14:40.**

