**Acute care assessment tool (ACAT)**

**Purpose**: to evaluate the pharmacist’s clinical assessment and management, decision making, team working, time management, record keeping, prioritisation and handover over a continuous period of time across multiple patients.

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of case(s)** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* A minimum of **five** cases need to be observed for an ACAT assessment in a continuous period of observation.
* This tool is designed to assess the pharmacist undertaking multiple patient interactions, usually in an acute setting e.g. ward round.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected level of performance** | **Not applicable** |
| **Professionalism**is respectful, courteous, and professional in their approach to patients and others. Makes appropriate ethical decisions.  |
|  |[ ] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Communication and consultation skills**Communicates using clear patient friendly language, establishes rapport. Explores patient’s understanding of their clinical condition and beliefs including identifying and addressing patients’ ideas, concerns and expectations. The patient is appropriately involved throughout the consultation. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Clinical reasoning** Takes a logical, appropriately thorough and focused history. Performs an appropriate physical and/or mental state examination, selecting and interpreting appropriate investigations. Makes an appropriate working diagnosis or decision.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
|  **Clinical management**Manages options and medicines appropriately and safely and in line with current guidelines. Makes appropriate use of referrals and prioritises care appropriately. Recognises limits and seeks appropriate advice. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Organisation & efficiency** Works effectively and efficiently, working effectively with the multidisciplinary team to enhance patient care. Prioritises well across patients and uses time and resources appropriately.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your observation of this clinical episode, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Case-based discussion (CbD)**

**Purpose**: to retrospectively evaluate the pharmacist’s input into patient care. A structured discussion is undertaken remotely from the patient(s) and is used to explore the clinical reasoning, decision making and application of complex clinical knowledge in practice.

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of case(s)** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected standard** | **Not applicable** |
| **Professionalism**Makes appropriate ethical decisions. Adheres to appropriate guidelines. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Clinical reasoning** Takes a logical, appropriately thorough and focused history. Performs an appropriate physical and/or mental state examination, selecting and interpreting appropriate investigations. Makes an appropriate working diagnosis or decision.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
|  **Clinical management**Manages options and medicines appropriately and safely. Makes appropriate use of referrals and prioritises care appropriately. Recognises limits and seeks appropriate advice. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Organisation & efficiency** Works effectively and efficiently, working effectively with the multidisciplinary team to enhance patient care. Prioritises well and uses time and resources appropriately.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your observation of this clinical episode, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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|  |

**Optional reflection:**

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**Case presentation (CP)**

**Purpose**: to evaluate the pharmacist’s ability to effectively present a case to colleagues demonstrating effective clinical assessment and management, decision making, team working and time management.

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of case(s)** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected standard** | **Not applicable** |
| **Professionalism**Makes appropriate ethical decisions. Adheres to appropriate guidelines. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Clinical reasoning** Takes a logical, appropriately thorough and focused history. Performs an appropriate physical and/or mental state examination, selecting and interpreting appropriate investigations. Makes an appropriate working diagnosis or decision.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
|  **Clinical management**Manages options and medicines appropriately and safely. Makes appropriate use of referrals and prioritises care appropriately. Recognises limits and seeks appropriate advice. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Organisation & efficiency** Works effectively and efficiently, working effectively with the multidisciplinary team to enhance patient care. Prioritises well and uses time and resources appropriately.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your observation of this clinical episode, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Clinical leadership assessment skills (LEADER)**

**Purpose**: to evaluate the pharmacist’s non-clinical leadership and team working capabilities.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of situation** |  |

**Instructions**

* The pharmacist should choose an example demonstrating any (or even all) of the leadership domains below. This example could be drawn from a service quality improvement project, organising a join task, leading a meeting or group, being a representative, managing an interpersonal or ethical situation, or managing own priories and workload.
* The situation chosen should be aligned to the consultant pharmacist curriculum capabilities for leadership and management:
	+ Leads on the strategic vision for implementing and innovating service delivery beyond their organisation; manages service change effectively to deliver demonstrable improvements to patients care.
	+ Contributes to the governance agenda at a senior level; effectively manages people, resources and risk at a team and/or service level to maximise the quality of patient care.
* The discussion should be undertaken with an appropriate collaborator, this could be your leadership & management mentor, your professional coach or another appropriate person.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |
| --- | --- | --- |
|  | **Areas for discussion** | **Summary of discussion** |
| **L**eadership in a team |

|  |
| --- |
| Responsibilities and roles in team, managing performance, influencing senior colleagues, different leadership styles for different situations, anticipating & overcoming challenges  |

 |  |
| **E**ffective services |

|  |
| --- |
| Delivering high-quality care across boundaries; constraints, targets, safety, risk management, governance, resource use and efficiency.  |

 |  |
| **A**cting in a team |

|  |
| --- |
| Team working, respect for others, integrity, contribution to meetings, delegating or accepting work/responsibilities, conflict resolution. |

 |  |
| **D**irection setting |

|  |
| --- |
| Strategic leadership & decision making, judgement, influencing & implementing new practices/guidelines across boundaries, prioritisation. |

 |  |
| **E**nabling improvement  |

|  |
| --- |
| Service benchmarks, audits, guidelines innovation, problem solving, managing change, incident and complaint feedback  |

 |  |
| **R**eflective practice |

|  |
| --- |
| Challenging ideas, taking a critical view, adapting and changing approach |

 |  |

**Based on your observation, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Strengths**

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**Areas for development**

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**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Clinical evaluation exercise (mini-CEX)**

**Purpose**: to evaluate a global clinical encounter with a patient assessing the synthesis of skills essential for clinical care such as history taking, communication, examination and clinical reasoning.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of case** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected standard** | **Not applicable** |
| **Professionalism**Is respectful, courteous, and professional in their approach to patients and others. Makes appropriate ethical decisions.  |
|  |[ ] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Communication and consultation skills**Communicates using clear patient friendly language, establishes rapport. Explores patient’s understanding of their clinical condition and beliefs including identifying and addressing patients’ ideas, concerns and expectations. The patient is appropriately involved throughout the consultation. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Clinical reasoning** Takes a logical, appropriately thorough and focused history. Performs an appropriate physical and/or mental state examination, selecting and interpreting appropriate investigations. Makes an appropriate working diagnosis or decision.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
|  **Clinical management**Manages options and medicines appropriately and safely and in line with current guidelines. Makes appropriate use of referrals and prioritises care appropriately. Recognises limits and seeks appropriate advice. |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Organisation & efficiency** Works effectively and efficiently, working effectively with the multidisciplinary team to enhance patient care. Prioritises well and uses time and resources appropriately.  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your observation of this clinical episode, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Direct Observation of Non-Clinical Skills (DONCS)**

**Purpose**: to evaluate the pharmacist’s non-clinical skills

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Brief summary of scenario**  |  |
| **Description of non-clinical skill(s) being observed** |  |
| **Relevant domain(s)** | ▢ Person-centred care and collaboration▢ Professional practice▢ Leadership & management▢ Education▢ Research |

**Instructions**

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* This tool should be used to assess specific non-clinical skills e.g. chairing a meeting, presenting information to senior stakeholders etc.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

**Based on your observation of this scenario, rate the level**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Strengths**

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**Areas for development**

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**Agreed action(s):**

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**Optional reflection:**

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**Direct Observation of Procedural Skills (DOPS)**

**Purpose**: to evaluate the performance of an individual in undertaking a clinical procedure.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Procedure being observed** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level, or it was not demonstrated at all and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected level of performance** | **Not applicable** |
| **Demonstrates understanding of indications, relevant anatomy, technique of procedure:** |
|  |[ ] [ ] [ ] [ ]
| **Obtains informed consent:** |
|  |[ ] [ ] [ ] [ ]
| **Demonstrates appropriate preparation pre-procedure:** |
|  |[ ] [ ] [ ] [ ]
| **Technical ability:** |
|  |[ ] [ ] [ ] [ ]
| **Seeks help where appropriate:** |
|  |[ ] [ ] [ ] [ ]
| **Post procedure management:** |
|  |[ ] [ ] [ ] [ ]
| **Communication skills** |
|  |[ ] [ ] [ ] [ ]
| **Consideration of patient/professionalism** |
|  |[ ] [ ] [ ] [ ]

**Based on your observation of this procedure, rate the level of independent practice the pharmacist has shown for this procedure:**

|  |  |
| --- | --- |
| Unable to perform procedure | ☐ |
| Able to perform the procedure under direct supervision/assistance | ☐ |
| Able to perform the procedure with limited supervision/assistance | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Which aspects of the encounter were done well?**

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| --- |
|  |

**Suggested areas for improvement:**

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| --- |
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**Agreed action(s):**

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|  |

**Optional reflection:**

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**Expert mentor report (EMR) – Clinical mentor**

**Purpose**: to evaluate the pharmacist’s overall performance and progress in the person-centred care & professional practice domains

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* This report should be completed to record each formal review of progress between the individual undertaking the programme and the clinical mentor.
* This tool is designed to assess the pharmacist’s progress towards achieving the capabilities in Domains 1 & 2 based on the evidence of learning they have collated in their portfolio.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not discussed means that the pharmacist did not cover the identified area as it was not discussed at the review meeting.
* ‘Below expected level of performance means that the pharmacist has not demonstrated the required evidence yet to meet the entry-level consultant pharmacist standard.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Significantly below expected level of performance** | **Currently below, but working towards, expected level of performance** | **Currently at expected level of performance** | **Currently exceeding expected level of performance** | **Not discussed** |
| **Demonstrates high level communication and collaboration skills; able to communicate complex information to stakeholders in challenging environments to promote a collaborative approach across the healthcare system.** (includes communicating highly complex, sensitive and/or contentious information to senior stakeholders, patients & colleagues, promoting a collaborative approach to care across traditional boundaries, managing complex situations collaboratively to resolution) |
| **Related outcomes: 1.1, 1.2** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Leads on the delivery of complex pharmaceutical care in dynamic and uncertain environments across boundaries.** (includes application of advanced clinical knowledge and skills in complex cases, managing clinical uncertainty, quality assurance of services across boundaries) |
| **Related outcomes: 2.1, 2.2, 2.3** |
|  |[ ] [ ] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Shapes and implements regional and national policy and strategy in their clinical specialty.** (includes implementing regional and national policy and/or strategy, translating specialist expertise and research into new policy influencing practice and improving patient care beyond their organisation) |
| **Related outcomes: 2.4, 2.5** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your holistic expert judgment, rate the overall competence at which the pharmacist has shown that they are currently performing in Domains 1 and 2:**

|  |  |
| --- | --- |
| Significantly below the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| At the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| Above the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |

**Other relevant comments or feedback**

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| --- |
|  |

**Agreed action(s):**

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|  |

**Optional reflection:**

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**Expert mentor report (EMR) – Leadership & management mentor**

**Purpose**: to evaluate the pharmacist’s overall performance and progress in the leadership & management domain

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* This report should be completed to record each formal review of progress between the individual undertaking the programme and the clinical mentor.
* This tool is designed to assess the pharmacist’s progress towards achieving the capabilities in Domain 3 based on the evidence of learning they have collated in their portfolio.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not discussed means that the pharmacist did not cover the identified area as it was not discussed at the review meeting.
* ‘Below expected level of performance means that the pharmacist has not demonstrated the required evidence yet to meet the entry-level consultant pharmacist standard.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Significantly below expected level of performance** | **Currently below, but working towards, expected level of performance** | **Currently at expected level of performance** | **Currently exceeding expected level of performance** | **Not discussed** |
| **Leads on the strategic vision for implementing and innovating service delivery beyond their organisation; manages service change effectively to deliver demonstrable improvements to patient care.** (includes creating and embedding a shared strategic vision for service delivery within their organisation and beyond, relating goals and actions to wider strategic aims, leading on service innovation and improving beyond their organization, managing change effectively to achieve improvements to patient care) |
| **Related outcomes: 3.1, 3.2** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Contributes to the governance agenda at a senior level; effectively manages people, resources and risk at a team and/or service level to maximise the quality of patient care.** (includes motivating and managing the performance of individuals & teams, managing resources, shaping and contributing to the governance agenda at a senior level) |
| **Related outcomes: 3.3, 3.4, 3.5** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your holistic expert judgment, rate the overall competence at which the pharmacist has shown that they are currently performing in Domain 3:**

|  |  |
| --- | --- |
| Significantly below the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| At the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |
| Above the level expected of an entry-level consultant pharmacist in this clinical specialty | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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|  |

**Optional reflection:**

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**Expert mentor report (EMR) – Education**

**Purpose**: to evaluate the pharmacist’s overall performance and progress in the education domain

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* This report should be completed to record each formal review of progress between the individual undertaking the programme and the clinical mentor.
* This tool is designed to assess the pharmacist’s progress towards achieving the capabilities in Domain 4 based on the evidence of learning they have collated in their portfolio.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not discussed means that the pharmacist did not cover the identified area as it was not discussed at the review meeting.
* ‘Below expected level of performance means that the pharmacist has not demonstrated the required evidence yet to meet the entry-level consultant pharmacist standard.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Significantly below expected level of performance** | **Currently below, but working towards, expected level of performance** | **Currently at expected level of performance** | **Currently exceeding expected level of performance** | **Not discussed** |
| **Manages education provision across boundaries both within and outside of their organisation; interprets national policy to shape the education and development of the workforce in their clinical specialty.** (includes managing the professional development if individuals, shaping and contributing to education provision for patients and healthcare professional beyond their organisation, interpreting national policy to create strategic approaches to local workforce education, planning and development). |
| **Related outcomes: 4.1, 4.2, 4.3** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths |
| Areas for development |

**Based on your holistic expert judgment, rate the overall competence at which the pharmacist has shown that they are currently performing in Domain 4:**

|  |  |
| --- | --- |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Expert mentor report (EMR) – Research**

**Purpose**: to evaluate the pharmacist’s overall performance and progress in the research domain

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* This report should be completed to record each formal review of progress between the individual undertaking the programme and the clinical mentor.
* This tool is designed to assess the pharmacist’s progress towards achieving the capabilities in Domain 5 based on the evidence of learning they have collated in their portfolio.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not discussed means that the pharmacist did not cover the identified area as it was not discussed at the review meeting.
* ‘Below expected level of performance means that the pharmacist has not demonstrated the required evidence yet to meet the entry-level consultant pharmacist standard.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Significantly below expected level of performance** | **Currently below, but working towards, expected level of performance** | **Currently at expected level of performance** | **Currently exceeding expected level of performance** | **Not discussed** |
| **Critically evaluates the literature and evidence-base to inform and improve service delivery within their organisation and beyond** (includes applying critical evaluation skills in their working practice, using research and the evidence-based to inform and develop practice and service provision beyond their organisation) |
| **Related outcomes: 5.1** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Identifies gaps in the evidence base and designs research protocols to generate new evidence** (includes formulating research questions based on gaps in the evidence base, designing rigorous research protocols, generating new evidence through research and communicating their findings to influence practice beyond their organisation) |
| **Related outcomes: 5.2, 5.3** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths |
| Areas for development |
| **Works collaboratively to support research in their clinical specialty** (includes contributing to research supervision in collaboration with research experts and the wider multidisciplinary team) |
| **Related outcomes: 5.4, 5.5** |
|  |[ ] [x] [ ] [ ] [ ]
| Strengths |
| Areas for development |

**Based on your holistic expert judgment, rate the overall competence at which the pharmacist has shown that they are currently performing in Domain 5:**

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Journal Club presentation (JCP)**

**Purpose**: to evaluate the pharmacist’s ability to effectively present a journal paper to colleagues demonstrating knowledge of research methods and critical evaluation skills

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Summary of case(s)** |  |
| **Clinical setting** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the presentation
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected standard** | **Not applicable** |
| **Introduces the topic** Describes the background to the topic, the rational for and clinical relevance of the study question, and a summary of existing literature  |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Study methodology and results**Clearly describes the aim, study population including inclusion/exclusion criteria, the intervention, outcomes and statistical analysis (as appropriate to study design) |
|  |[ ] [ ] [x] [ ]
| Strengths  |
| Areas for development |
| **Analysis and critique**Describes strengths/weaknesses of the paper and their own perspective on the validity of the study results / authors’ conclusions |
|  |[ ] [ ] [ ] [ ]
| Strengths  |
| Areas for development |
| **Implications for practice**Describes implications for current / future clinical practice and research  |
|  |[x] [ ] [ ] [ ]
| Strengths  |
| Areas for development |

**Based on your observation of this presentation, rate the overall competence at which the pharmacist has shown that they are performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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**Agreed action(s):**

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**Optional reflection:**

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**Multi-source feedback survey (MSF survey) – Professional (clinical) practice**

**Purpose**: to evaluate the pharmacist’s level of performance in the professional (clinical) practice domain.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator email** |  |
| **Collaborator role** | ▢ Medical consultant ▢ Medical registrar ▢ Foundation doctor▢ GP▢ Consultant nurse▢ Advanced nurse▢ Nurse▢ Chief pharmacist ▢ Consultant pharmacist▢ Advanced pharmacist ▢ Pharmacist▢ Pharmacy technician▢ Other consultant AHP▢ Other advanced AHP▢ Other AHP▢ Non-clinical manager▢ Non-clinical administration ▢ Academic ▢ Education & training professional▢ Other |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

Please provide your assessment of this pharmacist’s overall performance in relation to their consultant-level **professional (clinical) practice** domain:

When making your judgment, you should consider their ability to:

* Apply an advanced level of clinical knowledge and skills in their specialist area
* Lead on the delivery of complex pharmaceutical care
* Deliver patient-centred care
* Work with multi-disciplinary teams to develop and deliver clinical services
* Analyse complex data to inform service delivery
* Demonstrably improve the quality of patient care in their specialist clinical area
* Manage clinical uncertainty
* Implement and evaluate pharmaceutical aspects of relevant guidelines, policies and strategies in their specialist area
* Influence practice beyond their organisation across professional and geographic boundaries

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Particular strengths with relation to their professional (clinical) practice domain**

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**Suggested areas for improvement with relation to their professional (clinical) practice domain**

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**Multi-source feedback survey (MSF survey) – Communication & collaboration**

**Purpose**: to evaluate the pharmacist’s level of performance in the communication & collaboration domain.

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator email** |  |
| **Collaborator role** | ▢ Medical consultant ▢ Medical registrar ▢ Foundation doctor▢ GP▢ Consultant nurse▢ Advanced nurse▢ Nurse▢ Chief pharmacist ▢ Consultant pharmacist▢ Advanced pharmacist ▢ Pharmacist▢ Pharmacy technician▢ Other consultant AHP▢ Other advanced AHP▢ Other AHP▢ Non-clinical manager▢ Non-clinical administration ▢ Academic ▢ Education & training professional▢ Other |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

Please provide your assessment of this pharmacist’s overall performance in relation to their consultant-level **communication and collaboration** domain:

When making your judgment, you should consider their ability to:

* Present complex information clearly and confidently to senior colleagues
* Communicate and collaborate with senior stakeholders
* Influence senior stakeholders and gain their co-operation
* Persuade and negotiate effectively
* Communicate strategic decisions clearly so they are implemented successfully
* Adapt their language and approach in highly challenging and/or hostile environments
* Maintain composure and communicate clearly when challenged by senior colleagues or stakeholders
* Actively listen to individuals
* Ensured a person-centred approach to decision making
* Understand situations from others’ perspectives
* Support and empower colleagues to communicate effectively

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Particular strengths with relation to their communication and collaboration domain**

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| --- |
|  |

**Suggested areas for improvement with relation to their communication and collaboration domain**

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**Multi-source feedback survey (MSF survey) – Leadership & management**

**Purpose**: to evaluate the pharmacist’s level of performance in the leadership and management domain.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator email** |  |
| **Collaborator role** | ▢ Medical consultant ▢ Medical registrar ▢ Foundation doctor▢ GP▢ Consultant nurse▢ Advanced nurse▢ Nurse▢ Chief pharmacist ▢ Consultant pharmacist▢ Advanced pharmacist ▢ Pharmacist▢ Pharmacy technician▢ Other consultant AHP▢ Other advanced AHP▢ Other AHP▢ Non-clinical manager▢ Non-clinical administration ▢ Academic ▢ Education & training professional▢ Other |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

Please provide your assessment of this pharmacist’s overall performance in relation to their consultant-level **leadership & management** domain:

When making your judgment, you should consider their ability to:

* Create and embed a shared strategic vision for service delivery within their organisation and beyond.
* Relate goals and actions to the wider strategic aims of the organisation, profession and healthcare system.
* Lead on innovation and improvement to service delivery at an organisational level and beyond.
* Manage change effectively to achieve demonstrable improvement(s) to patient care.
* Motivate and effectively manage individuals’ and/or team performance.
* Manage resources effectively to maximise impact on patient care.
* Shape and contribute to the governance agenda at a senior level within their organisation and beyond.
* Develop and monitor standards of practice and risk management policies/protocols at a team and/or service level.

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Particular strengths with relation to their leadership and management domain**

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|  |

**Suggested areas for improvement with relation to their leadership and management domain**

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**Multi-source feedback survey (MSF survey) – Education**

**Purpose**: to evaluate the pharmacist’s level of performance in the education domain.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator email** |  |
| **Collaborator role** | ▢ Medical consultant ▢ Medical registrar ▢ Foundation doctor▢ GP▢ Consultant nurse▢ Advanced nurse▢ Nurse▢ Chief pharmacist ▢ Consultant pharmacist▢ Advanced pharmacist ▢ Pharmacist▢ Pharmacy technician▢ Other consultant AHP▢ Other advanced AHP▢ Other AHP▢ Non-clinical manager▢ Non-clinical administration ▢ Academic ▢ Education & training professional▢ Other |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

Please provide your assessment of this pharmacist’s overall performance in relation to their consultant-level **education** domain:

When making your judgment, you should consider their ability to:

* Create a culture within their team(s)/service which promotes and encourages self-development and continued learning.
* Support individuals to undertake a learning-needs analysis and produce an appropriate development plan.
* Coach and/or mentor individuals, including those practising at an advanced level, to support them with their professional development.
* Demonstrate best practice in the clinical and education supervision of individuals
* Apply best practice in clinical education, including the principles of effective learning, training and assessment
* Shape and contribute to educational provision for patients and other healthcare professionals within and beyond their organisation in collaboration with external education bodies and/or stakeholders
* Interpret national policy to create strategic approaches to local workforce education, planning and development

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Particular strengths with relation to their education domain**

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**Suggested areas for improvement with relation to their education domain**

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**Multi-source feedback survey (MSF survey) – Research**

**Purpose**: to evaluate the pharmacist’s level of performance in the research domain.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator email** |  |
| **Collaborator role** | ▢ Medical consultant ▢ Medical registrar ▢ Foundation doctor▢ GP▢ Consultant nurse▢ Advanced nurse▢ Nurse▢ Chief pharmacist ▢ Consultant pharmacist▢ Advanced pharmacist ▢ Pharmacist▢ Pharmacy technician▢ Other consultant AHP▢ Other advanced AHP▢ Other AHP▢ Non-clinical manager▢ Non-clinical administration ▢ Academic ▢ Education & training professional▢ Other |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* Provide as much constructive feedback as possible in the free text boxes.

Please provide your assessment of this pharmacist’s overall performance in relation to their consultant-level **research** domain:

When making your judgment, you should consider their ability to:

* Apply critical evaluation skills in the context of their working practice.
* Use the research and evidence-base to inform and develop practice and services at an organisational level and beyond.
* Formulate research questions based on gaps in the evidence base.
* Design rigorous research protocols to address gaps in the evidence based and improve service delivery at an organisational level and beyond.
* Generate new evidence through research.
* Communicate findings to influence practice in their clinical speciality beyond their organisation.
* Contribute to research supervision in collaboration with research experts.
* Collaborate with the wider multidisciplinary team to conduct research projects.

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| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |
| Competent to perform the procedure unsupervised and deal with complications  | ☐ |

**Particular strengths with relation to their research domain**

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**Suggested areas for improvement with relation to their research domain**

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**MSF reflection (MSFR)**

**Purpose**: to evaluate the pharmacist’s ability to reflect on and identify areas of development based on multiple source feedback

|  |  |
| --- | --- |
| **Date of reflection** |  |
| **Domain(s) which you received feedback on and are reflecting on** | [ ]  Domain 1 – Person-centred care and collaboration[ ]  Domain 2 – Professional practice[ ]  Domain 3 – Leadership & management[ ]  Domain 4 – Education[ ]  Domain 5 - Research |

**Instructions**

* Use this tool to reflect holistically on the feedback you have received from those who completed a multiple source feedback form regarding your level of performance in (a) specific domain(s).
* Summarise the general themes and trends you received from these multiple sources (at least 10)
* Reflect on the main trends and themes in each of these areas; what have you learnt from this feedback and how will this inform your practice in the future?
* Reflect too on how this feedback demonstrates your achievement of the curriculum outcomes.
* Discuss your reflections with either your clinical mentor or your professional coach.

# How did the feedback align with your self-assessment of your level of performance in this/these domain(s)?

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# Reflect on the strengths identified from the feedback relating to this/these domain(s)

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# Reflect on the areas of development identified from the feedback relating to this/these domain(s)

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**Other relevant comments or reflections from the feedback you have received:**

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**Agreed action(s):**

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**Professional coach report (PCR)**

**Purpose**: to evaluate the pharmacist’s overall performance and progress towards achieving the consultant pharmacist outcomes

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

**Instructions**

* This report should be completed to record each formal review of progress between the individual undertaking the programme and the clinical mentor.
* This tool is designed to assess the pharmacist’s holistic progress towards achieving the consultant pharmacist capabilities based on the evidence of learning they have collated in their portfolio.
* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not discussed means that the pharmacist did not cover the identified area as it was not discussed at the review meeting.
* ‘Below expected level of performance means that the pharmacist has not demonstrated the required evidence yet to meet the entry-level consultant pharmacist standard.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Significantly below expected level of performance** | **Currently below, but working towards, expected level of performance** | **Currently at expected level of performance** | **Currently exceeding expected level of performance** | **Not discussed** |
| **DOMAIN 1****Person-centered care and collaboration** | **Demonstrates high level communication and collaboration skills; able to communicate complex information to stakeholders in challenging environments to promote a collaborative approach across the healthcare system.** (includes communicating highly complex, sensitive and/or contentious information to senior stakeholders, patients & colleagues, promoting a collaborative approach to care across traditional boundaries, managing complex situations collaboratively to resolution) |
|  |  |[ ] [ ] [ ] [ ] [ ]
|  | Strengths |
|  | Areas for development |
| **DOMAIN 2****Professional practice** | **Leads on the delivery of complex pharmaceutical care in dynamic and uncertain environments across boundaries.** (includes application of advanced clinical knowledge and skills in complex cases, managing clinical uncertainty, quality assurance of services across boundaries)**Shapes and implements regional and national policy and strategy in their clinical specialty.** (includes implementing regional and national policy and/or strategy, translating specialist expertise and research into new policy influencing practice and improving patient care beyond their organisation) |
|  |  |[ ] [ ] [ ] [ ] [ ]
|  | Strengths  |
|  | Areas for development |
| **DOMAIN 3****Leadership & management** | **Leads on the strategic vision for implementing and innovating service delivery beyond their organisation; manages service change effectively to deliver demonstrable improvements to patient care.** (includes creating and embedding a shared strategic vision for service delivery within their organisation and beyond, relating goals and actions to wider strategic aims, leading on service innovation and improving beyond their organization, managing change effectively to achieve improvements to patient care)**Contributes to the governance agenda at a senior level; effectively manages people, resources and risk at a team and/or service level to maximise the quality of patient care.** (includes motivating and managing the performance of individuals & teams, managing resources, shaping and contributing to the governance agenda at a senior level) |
|  |  |[x] [x] [ ] [ ] [ ]
|  | Strengths |
|  | Areas for development |
| **DOMAIN 4****Education** | **Manages education provision across boundaries both within and outside of their organisation; interprets national policy to shape the education and development of the workforce in their clinical specialty.** (includes managing the professional development if individuals, shaping and contributing to education provision for patients and healthcare professional beyond their organisation, interpreting national policy to create strategic approaches to local workforce education, planning and development). |
|  |  |[x] [x] [ ] [ ] [ ]
|  | Strengths |
|  | Areas for development |
| **DOMAIN 5****Research** | **Critically evaluates the literature and evidence-base to inform and improve service delivery within their organisation and beyond** (includes applying critical evaluation skills in their working practice, using research and the evidence-based to inform and develop practice and service provision beyond their organisation)**Identifies gaps in the evidence base and designs research protocols to generate new evidence** (includes formulating research questions based on gaps in the evidence base, designing rigorous research protocols, generating new evidence through research and communicating their findings to influence practice beyond their organisation)**Works collaboratively to support research in their clinical specialty** (includes contributing to research supervision in collaboration with research experts and the wider multidisciplinary team) |
|  |  |[ ] [ ] [ ] [ ] [ ]
|  | Strengths |
|  | Areas for development |

**Based on your holistic expert judgment, rate the overall competence at which the pharmacist has shown that they are currently performing:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Other relevant comments or feedback**

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| --- |
|  |

**Agreed action(s):**

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|  |

**Optional reflection:**

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**Patient survey (PS)**

**Purpose**: to evaluate the pharmacist’s communication and consultation skills from the patient’s perspective

**FOR PATIENT COMPLETION**

|  |  |
| --- | --- |
| **Date of assessment** |  |

**Instructions**

Dear patient,

We would grateful if you would complete the questionnaire about your consultation with the pharmacist today. The pharmacist that you have seen is a fully qualified pharmacist who is working towards becoming a consultant pharmacist.

Feedback from you in this survey will enable them to identify areas that may need improvement. Your opinions are therefore very valuable. Please answer all the questions below honestly. There are no right or wrong answers and the pharmacist will not be able to identify your individual responses.

Thank you.

Please rate the pharmacist based on the following:

1. **Making you feel at ease…** (being friendly and warm towards you, treating you with respect; not cold or abrupt)

[ ]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Letting you explain things…** (giving you time to fully describe your condition in your own words; not interrupting you)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Really listening to what you had to say…** (paying close attention to what you were saying; not looking at the notes or computer as you were talking)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Being interested in you as a person…** (asking/knowing relevant details about your life, your situation; seeing the whole picture and not just your condition)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Fully understanding your worries and concerns…** (checking that they had accurately understood your concerns; not overlooking or dismissing anything)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Showing care and compassion to your situation…** (seeming genuinely concerned, connecting with you on a human level, seeing things from your point of view; not being indifferent, cold or detached)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Being positive…** (having a positive approach and a positive attitude; being honest but not negative about your problems)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Explaining things clearly…** (fully answering your questions, explaining clearly, giving you enough information; not being vague or using lots of words you didn’t understand)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Helping you to feel in control of your health…** (exploring with you what you can do to improve your health yourself; encouraging rather than lecturing you)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. **Making a plan of action with you…** (discussing your options, involving you in decisions as much as you want to be involved; not ignoring your views)

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

1. Overall, how would you rate your consultation with this pharmacist today?

[x]  Poor to Fair [ ]  Fair [ ]  Good [ ]  Excellent

**Patient survey summary reflection (PSR)**

**Purpose**: to evaluate the pharmacist’s ability to reflect on and identify areas of development based on patient feedback

|  |  |
| --- | --- |
| **Date of reflection** |  |

**Instructions**

* Use this tool to reflect holistically on the feedback you have received from patients who completed a patient survey following a consultation with you.
* Summarise the general themes and trends you received from multiple patients (at least 10)
* Reflect on the main trends and themes in each of these areas; what have you learnt from this feedback and how will this inform your practice in the future.
* Reflect too on how this feedback demonstrates your achievement of the curriculum outcomes.
* Discuss your reflections with either your clinical mentor or your professional coach.

# Reflection on feedback received on your attitude and approach towards patients:

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**Reflection on feedback received on your active listening to patients:**

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**Reflection on feedback received on your communication with patients:**

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**Reflection on feedback received about involving patients in their care:**

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**Other relevant comments or reflections from the feedback you have received:**

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**Agreed action(s):**

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**Quality Improvement Project Assessment Tool (QIPAT)**

**Purpose**: to evaluate the pharmacist’s ability to undertake a quality improvement project to improve service provision in their area of expertise.

|  |  |
| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Format of QIP** | Presentation ▢ Written report ▢ |
| **Title or brief description of QIP** |  |
| **Level of complexity** | Low ▢ Medium ▢ High ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the procedure or case
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected level of performance** | **Not applicable** |
| **QIP topic** |
|  |[ ] [ ] [ ] [ ]
| **Quality Improvement measures identified** |
|  |[ ] [ ] [ ] [ ]
| **Effective use of QIP methodology demonstrated** |
|  |[ ] [ ] [ ] [ ]
| **Implementation plan for service improvement** |
|  |[ ] [ ] [ ] [ ]
| **Approach to evaluating change as a result** |
|  |[ ] [ ] [ ] [ ]
| **Future application of QIP** |
|  |[ ] [ ] [ ] [ ]
| **Presentation and communication skills** |
|  |[ ] [ ] [ ] [ ]
| **Professionalism** |
|  |[ ] [ ] [ ] [ ]

**Based on this observation please rate the level of overall quality of Quality Improvement Project (QIP) shown:**

|  |  |
| --- | --- |
| **Rating** | **Description** |
| Below the level expected of an entry-level consultant pharmacist in this clinical specialty | Significant guidance required throughout the QIP process. Inappropriate QIP topic for this level of practice or poor methodology resulting in inappropriate conclusions or conclusions of limited practical use at this level of practice. Inadequate consideration of future direction of QIP. | [ ]  |
| At the level expected of an entry-level consultant pharmacist in this clinical specialty | Limited guidance required throughout QIP process. Sound QIP methodology in a relevant topic for this level of practice, resulting in conclusions with practical clinical importance. Plans for future direction of QIP highlighted. | [ ]  |
| Above the level expected of an entry-level consultant pharmacist in this clinical specialty | QIP topic related to an important clinical problem at this level of practice, detailed and exhaustive methodology applied, appropriate presentation of results with correct interpretation and comprehensive conclusions. Plans for future direction of QIP highlighted.  | [ ]  |

**Which aspects of the encounter were done well?**

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|  |

**Suggested areas for improvement:**

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**Agreed action(s):**

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**Optional reflection:**

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**Reflective account (RA)**

**Purpose**: to evaluate the pharmacist’s ability to reflect on an experience, analyse their learning and identify areas of development to inform future practice.

|  |  |
| --- | --- |
| **Date of reflection** |  |

**Instructions**

* This tool is based on the Gibbs (1998) six-stage cyclical model of reflection
* It is comprised of a six-stage approach, leading from a description of the event through to conclusions or considerations for future events.
* It is not mandatory to complete all sections of the reflective account if certain sections are not relevant to your experience.
* Reflect too on how this feedback demonstrates your achievement of the curriculum outcomes.
* Discuss your reflections with either your clinical mentor or your professional coach.

**Description**

Briefly outline the experience. This should be a factual account of what happened.

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**Feelings**

Explain your feeling and thoughts at the time of the event giving examples which directly reference the experience.

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**Evaluation**

Describe what you think went well and what did not go so well.

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**Analysis**

Analyse the experience. Why do you think the experience played out as it did? If you can, try to refer to any relevant literature or research to help make sense of the experience.

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**Conclusion**

Summarise what you learned as a result of reflecting on this experience.

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**Action plan**

Summarise the next steps you now need to take to build on this learning.

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**\*Optional field required to upload supporting evidence to validate this reflection\***

**Teaching observation (TO)**

**Purpose**: to evaluate the pharmacist’s ability to deliver an effective learning experience to others.

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| --- | --- |
| **Date of assessment** |  |
| **Collaborator name** |  |
| **Collaborator email** |  |
| **Collaborator position** |  |
| **Collaborator profession** |  |
| **Collaborator declaration** | I can confirm I have read the [RPS collaborator guidance](https://www.rpharms.com/Portals/0/Consultant/Open%20Access/RPS%20Consultant%20Pharmacist%20Credentialing%20-%20Collaborator%20guidance.pdf?ver=2021-04-23-152956-333) and have the appropriate experience to complete this assessment. I confirm I have completed the assessment objectively and independently. Yes ▢ |

|  |  |
| --- | --- |
| **Institution/setting** |  |
| **Learner group** |  |
| **Title of session** |  |
| **Brief description of session** |  |
| **Number of learners** | Less than 5 ▢ 5-15 ▢ 16-30 ▢ More than 30 ▢ |

**Instructions**

* Score the pharmacist on the scale provided.
* Scoring should reflect the expected entry-level of performance for a consultant pharmacist as defined in the consultant pharmacist curriculum.
* ‘Not applicable’ means that the pharmacist did not cover the identified area as it was not within the context of the session
* ‘Below expected level of performance means that either the pharmacist did not cover the identified area to a competent level or it was not demonstrated at all, and should have been.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Below expected level of performance** | **Meets expected level of performance** | **Exceeds expected level of performance** | **Not applicable** |
| **Establishes appropriate learning environment with clear educational objectives** |
|  |[ ] [ ] [ ] [ ]
| **Uses subject expertise to provide effective learning opportunities** |
|  |[ ] [ ] [ ] [ ]
| **Content is appropriate to the level and needs of learners** |
|  |[ ] [ ] [ ] [ ]
| **Content is logically sequenced** |
|  |[ ] [ ] [ ] [ ]
| **Communicates effectively with learners** |
|  |[ ] [ ] [ ] [ ]
| **Demonstrates effective questioning skills** |
|  |[ ] [ ] [ ] [ ]
| **Promotes active learner participation** |
|  |[ ] [ ] [ ] [ ]
| **Uses appropriate and effective resources to support learning** |
|  |[ ] [ ] [ ] [ ]
| **Provides explicit, detailed and constructive feedback to learners** |
|  |[ ] [ ] [ ] [ ]
| **Demonstrates effective time management; well-paced and keeps to time** |
|  |[ ] [ ] [ ] [ ]

**Based on this observation please rate the level of overall quality of teaching shown:**

|  |  |
| --- | --- |
| **Overall rating** |  |
| Significantly below the level expected of an entry-level consultant pharmacist | ☐ |
| Below, but working towards, the level expected of an entry-level consultant pharmacist | ☐ |
| At the level expected of an entry-level consultant pharmacist | ☐ |
| Above the level expected of an entry-level consultant pharmacist  | ☐ |

**Which aspects of the session were done well?**

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| --- |
|  |

**Suggested areas for improvement:**

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| --- |
|  |

**Agreed action(s):**

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|  |

**Optional reflection:**

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