

Professional Standards for Community Pharmacy Services: Steering group terms of reference

Background

The Royal Pharmaceutical Society (RPS) publishes professional standards, developed by the profession, that describe good practice, systems of care and working in pharmacy. RPS professional standards describe and building on good practice to support pharmacists to achieve excellence in professional practice and to deliver high quality care.

The first RPS Professional Standards for Community Pharmacy Services will describe best practice in community pharmacy services for patients and the public, using a patient centred approach to describe “what good looks like”.

The RPS will develop and publish the standards, in accordance with the RPS **process** for the development of professional standards and guidance which is accredited by the National Institute for Health and Care Excellence. We will engage with a wide range of stakeholders across Great Britain, including patients and patient groups, throughout the development of the standards. The draft standards will be published for open consultation providing opportunity for comment before the standards are finalised and published.

The standards will reflect the current evidence base, health and social care organisational structures, professional requirements and user needs for community pharmacy services. The standards will aim to build on experience and expertise from across England, Scotland and Wales and to complement existing guidance and standards.

Purpose of the Steering Group

The independent steering group will work closely with the RPS to develop the professional standards and will be chaired by an external independent Chair and Lead Author. The multidisciplinary group will comprise community pharmacists and pharmacy technicians providing services, health professionals interfacing with community pharmacy services, patients and patient groups, and academics.

Functions

- Confirm the scope of the professional standards.
- Support the development of the first draft of the standards based on the literature review and initial scoping.
- Review subsequent drafts of the standards as they are iterated following testing and consultation.
- Support final sign off of the standards.
- Provide support and guidance to the project team.
- Input into strategies to disseminate the professional standards.
- Promote the standards once published.

Accountability

The steering group will provide governance and oversight and will contribute to the development of the standards through constructive and reasoned feedback and advice within the context of the functions described above.

The Royal Pharmaceutical Society will write, edit, and publish the standards considering the advice of the steering group. The final content will be reviewed and sign off supported by the steering group.

Duration

Initial expectations are that the group will exist for twelve months (March 2019 – February 2020)

Commitment

It is envisaged that the group will meet three times in person at RPS London offices. In addition there will be further input by email, webinar and telephone.

Membership of the group

All members are expected to conform to the RPS code of conduct for members of governance bodies as well as codes applicable to their respective disciplines and institutions.

Pharmacist members of the Steering Group will be RPS members.

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