



CPD Training

From Janet Flint February 2012

Example CPD entry for New Medicines Service (2)

Reflection

Date learning need identified __ 23 / 01 / 2012 __ __

Name of entry **New Medicines Service: Conducting the interventions**

R1: What do or what did you need to learn?

What you need to learn may be new knowledge, skill(s), or a new attitude – anything which you think will make you better able to do your job as a pharmacy professional or prepare you for a new service or role. You should be as specific as possible.

I need to learn about the procedures for delivering the New Medicines Service, in particular the procedure for recruiting people to the service and procedures for the initial and follow-up interventions.

R2: How is this learning relevant to the safe and effective practice of pharmacy and to your own scope of practice?

Explain how you chose what to learn and why this bit of learning is relevant to your practice as a pharmacy professional.

The New Medicines Service is an advanced service within the community pharmacy contract, so this learning is very relevant to me as I work as a community pharmacy manager.

R3: Tick one or more methods that you used to identify what you needed to learn.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Critical incidents | <input type="checkbox"/> Audit |
| <input type="checkbox"/> Appraisal | <input type="checkbox"/> Feedback from users of service / products |
| <input type="checkbox"/> Peer review/talking to colleagues | <input checked="" type="checkbox"/> Reading |
| <input type="checkbox"/> Personal interest | <input type="checkbox"/> Other |



Planning

P1: When will you need to have achieved this learning? 24 / February / 2012

Putting an estimated date may help you to set priorities for your learning. Be as specific as possible, but don't worry if the date is just an approximation.

P2: Why is this learning important to you and your practice?

Write a brief description of how this learning will affect you, your service users, your colleagues and your organisation. If you don't think that your learning will have a significant impact on anyone, you might want to consider why you are undertaking and recording this learning.

Next month I am returning to work after maternity leave and my employer will be expecting me to be able to deliver the NMS, so this learning will have a big impact on my organisation. The pharmacy that I work in is already delivering the NMS, but the learning will help me to gauge whether the staff have been given enough information. As the service has been developed to improve patients knowledge and understanding about newly prescribed medicines and to improve adherence, this learning will have a big impact on patient care.

You can use the scale below to rate the importance of this learning, but you also need to fill in the box above too.

	None	Low	Moderate	High	Very high
Importance to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Importance to the users of your services or products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Importance to colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Importance to organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

P3: What might you do in order to achieve this learning?

It is important for you to consider a range of options for achieving your learning. Aim to list a few different options e.g. attend workshops, study open learning packs, talk to colleagues. Outline what you think are the advantages and disadvantages of each option. You may not choose to complete all the options that you've listed, but it is important to show that you have considered them.



Option	Description of different options	Advantages	Disadvantages	Select (✓ or ✗)
1	Read the NMS SOP documents on the PSNC website	Easy to access. I can complete at my own pace.	Self-study. No opportunity to discuss with colleagues	✓
2	Read the NMS SOP and SOP guidance documents available from NPA website	Easy to access and a credible source of information	Likely to duplicate some of the information on the PSNC website.	✓
3	Read the NMS materials on the NPA website	Easy to access and a credible source of information	Likely to duplicate some of the information on the PSNC website.	✓

Action

A1: When did you complete the activities outlined in your plan?

Record the date you completed the activities that you chose from your plan. If you need to keep a continuing education record for other organisations then you may find it useful to jot down how long each activity took, but this is not a requirement. The number in the option column should correspond to the options you selected in the question above (P3).

Option	Description of what you did	Date completed
	Clicked link to SOP from PSNC NMS website page. Link took me to NPA website.	13.2.12
	Downloaded and read SOP documents from NPA NMS website page	12.2.12

A2: What have you learnt?

Describe what specific skill, knowledge, attitudes and/or behaviours you've gained as a result of your learning. This may be different to what you originally set out to learn.

I now have a more detailed understanding of the procedures that have to be followed when the NMS is provided. I have learnt how to identify and recruit suitable patients to the service and the scenarios in which patients with new medicines may not be eligible e.g. dosage or formulation changes of a medicine prescribed before. I am also aware of the requirements that contractors and pharmacists have to meet before they can provide the service.

I have learnt that there are seven standard questions that form the initial intervention stage and eight for the follow-up intervention. Each of the interventions has three possible outcomes. I am familiar with the interview schedule and data and record keeping requirements for each stage. I also learnt that templates for PCT reports have to be completed within 10 working days of the end of each quarter.

Evaluation

E1: To what extent did you learn what you set out to learn at the start of this CPD cycle?

You may find it useful to revisit the 'Reflection' page and decide on what you originally wanted to learn before you decide to what extent you've achieved that learning.

Partly

Fully

Not at all

E2: If you ticked 'fully' or 'partly', give an example of how you've applied or how you intend to apply what you learnt to your practice.

Putting learning into practice is a good way to prove that you've actually learnt what you set out to. It may be a while before you apply what you have learnt. It's fine to leave this box blank and come back to it when you've had a chance to put your learning into practice.

I now know enough about the procedures for the NMS to be able to deliver the NMS at my pharmacy. I have spoken to the pharmacist who is covering my maternity leave and discussed how the procedures are working at my pharmacy. I was also able to observe while she conducted an intervention and am starting to reflect on my own intervention style. I have downloaded and completed the NMS self-assessment of readiness form.

E3: If you ticked 'fully' or 'partly', what have been or what will be the benefits of this learning to your practice?

You might find it useful to revisit your 'Planning' page and consider how you, your service users, your colleagues and your organisation have actually benefited or will benefit from your learning. Do include any feedback about your practice, formal or informal, that you've had from other people.

I now have the confidence to start delivering the NMS. My employers will benefit because my pharmacy is already offering the service and they will be able to continue to receive monthly payments. I am confident that patients will benefit from the more structured approach to discussing new medicines and how to take them. Adherence should improve and there should be a reduction in wasted medicines.

E4: If you ticked 'partly' or 'not at all', describe what it is you still have to learn.

You may find it useful to revisit the 'Reflection' page and check on what it is you originally wanted to learn before you describe what it is you still need to learn.

E5: If you ticked 'partly' or 'not at all', explain why you think you didn't achieve your learning.

You may find it useful to revisit the 'Reflection' and 'Planning' pages to work out why you didn't achieve everything you set out to learn. It's all right for you not to have achieved all of your learning, but it is important that you explain why.

E6: If you ticked 'partly' or 'not at all', what do you intend to do next?

- Nothing, I've learnt enough for what I need
- Review this entry to see how I can achieve the outstanding learning
- Start a new CPD cycle at Reflection about what I still need to learn