

Dear Colleague

20 July 2011

HELPING YOU GET IT RIGHT – Training day

Pharmacists and their staff play a valuable role in meeting the everyday healthcare needs of the public through the delivery of high quality, patient-centred services. These services are provided through contracts with the Health and Social Care Board, for example Dispensing Services, Advice to Homes, Rota, Minor Ailments and Managing your Medicines.

In order to provide pre-registration trainees with the knowledge and skills to ensure probity and accountability in the delivery of professional services, the Board is providing a compulsory training event. The event will be held on three separate occasions. Each trainee should attend one event.

A place can be booked via www.psn.org.uk using your allocated PSNI training number. The closing date for application is 31st August 2011 for the September events and 19th October 2011 for the November event. The training will be held on

Wed 14th September 2011 Pharmaceutical Society of Northern Ireland Belfast
Wed 21st September 2011 Pharmaceutical Society of Northern Ireland Belfast
Wed 2nd November 2011 Pharmaceutical Society of Northern Ireland Belfast

(Please note the November event is primarily for trainees commencing their training after August 2011 and trainees commencing earlier should only reserve places at this event if the September dates have reached maximum capacity.)

This event will augment information and training already provided by tutors by creating the opportunity for you, as graduates, to receive presentations from the HSC Board; Business Services Organisation Payment and Counter Fraud Unit officers and DHSSPS Medicines Inspectorate. The programme will provide a background to the roles and responsibilities of the various agencies along with practical advice on coding prescriptions and other contractual obligations, including an overview of the available support resources.

I look forward to seeing you at one of these events and would encourage that you reserve your place as soon as possible

Yours sincerely,



Mr Joe Brogan MPSNI
Assistant Director Integrated Care
Head of Pharmacy and Medicines Management

Programme

| TIMES | ITEM | PRESENTER |
|------------------|--------------------------------|--|
| 9.00 – 9.30 am | Registration | |
| 9.30 – 9.45 am | Introduction | Mr Joe Brogan |
| 9.45– 10.40 am | Coding | Business Services Organisation |
| 10.40 – 11.00 am | Coffee Break | |
| 11.00 – 11.40 am | Drug Tariff | Business Services Organisation |
| 11.40 – 12.30 pm | CFU | Mr Neville Jones Counter Fraud and Probity Services |
| 12.30 – 1.15 pm | Lunch (lunch not provided) | |
| 1.15 – 2.15 pm | Probity and elective contracts | Pharmaceutical Services Advisors |
| 2.15 – 2.45 | Complaints Procedures | Michael Cruikshanks HSCB |
| 2.45 – 3.45 pm | Medicines Inspectorate | Medicines Inspectors, DHSSPS |
| 3.45 – 4.00 pm | Feedback & Close | |

NB The Seminar will start at 9.30am sharp with registration from 9am.