## **Advanced Specialist Pharmacist Grade:**

## **Phase 1 2024 FAQs.**

## This document should be read in conjunction with the Report of the Technical Group: Advanced Specialist Pharmacist Applications Phase 1.

## Phase 1 for Pharmacists in posts, currently working at Advanced Specialist Pharmacist level in HSE Acute Hospitals.

**NRS14404 Advanced Specialist Pharmacist**

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| **Additional Information** | **What is the Application Process?**  An application form has been developed and this form will need to be completed and verified by your Pharmacist Executive Manager. This will be a word document submitted by email to [applyalliedhealth@hse.ie](mailto:applyalliedhealth@hse.ie),  **What information do I need to submit?**  Information is provided in the application form to outline the requirements for each competency. A description of work and initiatives undertaken will be required to demonstrate a range of advanced competencies.  **The overall submission must be verified by your Pharmacist Executive Manager**  **Can I attach other documents or evidence to support my submission?**  All information should be provided on the application form.  Additional supportive documentation may be required locally to facilitate the verification process by the Pharmacist Executive Manager but is **not** to be submitted with the application form.  For example, the Pharmacist Executive manager may require reports or other evidence of the relevant audit/ policy/ research/ other initiative(s) being described in the submission. This will be particularly relevant if the Pharmacist Executive Manager was not the line manager when the work was undertaken.  **What is the Benchmark?**  Requirements for demonstrating working at advanced specialist level were mapped to international standards (International Pharmaceutical Federation: Advanced Stage 2) which describe a pharmacist who is an expert in their area of practice. They are able to manage complex situations and are recognised as leaders locally. Advanced Specialist Pharmacists can plan, manage, and implement initiatives which optimise medication use, including cost-effectiveness, for complex patients and cohorts of patients, using their specialist knowledge and working closely with the multidisciplinary team.  Some flexibility has been built into the requirements and a number of points can be achieved across a range of advanced competencies (competencies 4-6). This allows applicants to demonstrate particular strengths in some domains while also providing assurance of some expertise in all the domains of advanced practice.  **What information should I include on the Application Form?**  It is essential that you describe how **you** demonstrated the competency in question. You should provide specific information about what you have done – for example do not simply say that “X was successful”, give example(s) to describe exactly what you did and how you can demonstrate the competency in question. Please also give details of the outcome or result of the initiative  **How does the scoring work for Competencies 1, 2 and 3?**  Candidates must achieve the benchmark for competencies 1, 2 and 3. These are required competencies.  **I have a relevant level 9 qualification. I am currently working 4 days per week 0.8 WTE, am I eligible to apply?**  *4 years WTE post-registration experience is required. This can be 4 years aggregated for example:*  *4 years WTE is equivalent to 5 years x 0.8 WTE* **Experience in the Specialist Area****I have 5 years WTE post registration hospital experience. I have been working full time in the specialist area for just over 1 year (14 months WTE), am I eligible to apply?** No, the requirement is for a minimum of 2 years (24 months) in the specialist area.  **For candidates with at least 4 years post registration hospital experience, with at least 2 years in the specialty.** **What level 9 courses are recognised as relevant for the application?** The following qualifications are accepted as being relevant for all Advanced Specialist Pharmacist Roles in this phase of the process:   * MSc in Hospital Pharmacy, TCD or MSc in Clinical Pharmacy, UCC * MSc or Graduate Diploma in Hospital Pharmacy, Clinical Pharmacy or Advanced Pharmacy Practice achieved in EU or UK   Other specific level 9 (or higher) courses are also accepted if relevant for the specialty under application. This is not an exhaustive list. Courses will be considered on an individual basis with reference to the specialty under application. Examples are for illustrative purposes.   * e.g. MSc in Healthcare informatics for those applying to be recognised as Advanced Specialist Pharmacist in Informatics * MSc or PhD by research if relevant to the specialty  **For candidates with at least 5 years post registration experience, with at least 3 years are in the specialty\*.****What evidence of CPD and relevant courses is recognised for the application?** Evidence of CPD including relevant courses is required.  Courses must be relevant to the specialty under consideration for the individual and/ or the broader advanced competency requirements. This may be a combination of course(s) along with CPD.  Courses will be considered on an individual basis with reference to the specialty under application. This is not an exhaustive list. Examples are for illustrative purposes.   * Post Graduate Certificate courses. This may include UK or EU based courses   e.g. Clinical Pharmacy Practice or Pharmacist Prescribing  Public Procurement and Supply Chain Excellence, University of Limerick   * Other Pharmacy Post graduate courses, examples include:   Aseptic Preparation and Dispensing of Medicines, University of Leeds, UK  UKMI The National Medicines Information Training Course (NMITC)  Cardiology in Pharmacy Practice, TCD   * Courses addressing the broader advanced competencies of Management, Leadership, Education and Research   \*At this level there should normally be evidence of additional theoretical or conceptual knowledge acquisition such as would be acquired through a taught postgraduate course.  **Can the evidence of working in a leadership role refer to work undertaken as part of initiatives which are used as evidence for other competencies in this submission?**  Yes  **How does the scoring work for Competencies 4, 5 and 6?** Scoring for Competencies 4 (Management), 5 (Education, Training and Development) and 6 (Research and Evaluation)  * Applicants are required to provide evidence for a minimum cumulative 12 out of the 18 elements listed under competency 4, 5 and 6. Evidence must be provided for a minimum of 3 out of the 6 elements in each individual competency. * Evidence should all be relevant to the current role and must relate to work undertaken within the last 5 years. * A successful submission for each element of the competency is given a score of 1. * For example, the cumulative score of 12 can be achieved with a score of 5 for Management, 3 for Education, Training and Development and 4 for Research and Evaluation. * It is not necessary to submit an entry for each element of the competency provided the minimum requirements are met. * You can provide evidence for more than the minimum requirements if you wish.   **Does the evidence provided in 5.1 count towards the score required for competency areas 4, 5 and 6 given that it must be provided as a requirement? “Identify own training needs and provide evidence of maintaining and updating specialist and general pharmacy knowledge (Required).”**  Yes  **Will I need to sign a new contract?**  Yes  **Will there be a new job specification?**  Yes. The job specification for Advanced Specialist Pharmacist is now available.  **I am working in a smaller hospital, can I still apply?**  Pharmacists working in Model 2, 3 and 4 hospitals can apply to be recognised as Advanced Specialist Pharmacists if they meet the criteria.  **I am working in for the HSE but not in an acute hospital – can I apply?**  No. This process is currently only available to Hospital Pharmacists in an Acute Setting.  **I am working in a private hospital – can I apply to be recognised as an Advanced Specialist Pharmacist?**  No - this is a workplace based process and applies to pharmacists working in public acute hospitals. The HSE does not have a role in recognition of pharmacists in private hospitals.  **Who will assess the applications?**  There will be a panel of three with the required expertise, similar to a recruitment panel.  **Will I be interviewed as part of the process?**  No – the process will be based on the information provided in the application form, verified by your Pharmacist Executive Manager.  **Will it be anonymous?**  The applications will be received by the HSE National Recruitment Service and will be depersonalised, as much as practicably possible with the initial pages which include details such as name and PSI number retained by NRS.  **If I am not successful, can I resubmit?**  Phase 1 is a once off validation process for existing staff working at advanced specialist level. You will not be able to resubmit during Phase 1. This will not impact on the opportunity to apply for an Advanced Specialist Pharmacist Post in a future phase of the process.  **Can I appeal the outcome of the validation process?**  No. Should you wish to raise a concern in relation to your experience of any aspect of the process, please submit the detail by email to [*applyalliedhealth@hse.ie*](mailto:applyalliedhealth@hse.ie) *.* Please submit any concern within 5 working days of any decision notified to you to enable a timely review.  It is important to note that any review undertaken relates only to the process as it has been applied and where it may impact on decisions made. |