

# 1/B12 SPECIFICATION FOR THE PREREGISTRATION TRAINING YEAR FOR PHARMACY GRADUATES (INTERNSHIP)

## 1.0 PREAMBLE

This specification outlines the requirements for the intern training of pharmacy graduates prior to registration as a pharmacist with the Pharmaceutical Society of New Zealand (PSNZ).

It is based on the unit standards of competence for entry into the pharmacy profession as defined by the Council of the PSNZ (Section 3 of the *Prescription for Registration - The Pre-registration Training Programme* 1998 edition).

Terms are defined in the CTA Head Agreement and/or Service Agreement.

## 2.0 DESCRIPTION OF SERVICE

The pre-registration training (intern) year is the final year of basic pharmaceutical education. The period is for 52 consecutive weeks as defined in the Pharmacy Regulations 1975 (Regulations 36 and 38). Any time taken off work during the 52 week period must be made up so that the full period of 52 weeks is completed.

Training is carried out in an approved establishment under the guidance of an approved pharmacist preceptor. Training consists of on-the-job experience and learning, completion of set assignments and involvement in specified training days. The greater part of on-the-job experience must be spent in clinical activities.

Training is designed to encourage interns in the practical application of their academic knowledge and to foster the skills and attitudes required of a practising pharmacist. It is designed to allow interns to develop self-responsibility and awareness of their place in the health care team. Interns are encouraged to take responsibility for their own learning.

## **2.1 LEARNING ENVIRONMENTS**

### **2.1.1 Intern Placements**

#### ***General requirements***

The internship must be at a site approved by the Council of the PSNZ as suitable for the purposes of training interns. As specified in Pharmacy Regulations 1975 Regulation 37 the site includes community pharmacies or pharmacy departments of hospitals that are approved for that purpose by the Council of the PSNZ.

The site must meet definite specific standards, as set by Council, with regard to resources, range of services provided, involvement with other health care providers and participation in continuing professional development.

#### ***Practical training***

The training programme, as arranged by the preceptor, must allow the intern to take full part in all the activities of the pharmacy and to participate in the pharmaceutical care of clients. It must also allow the intern to experience and receive training in all elements of the unit standards of competency.

### **2.1.2 Formal Teaching Programme**

In addition to incidental and formal “on-the-job” learning, the intern is required to complete the formal requirements of the pre-registration training programme as set by the PSNZ. This is outlined in the *Prescription for Registration*, which is updated annually, and is issued to all interns and preceptors. The programme includes assignments that are assessed either by the preceptor in the workplace or centrally by the PSNZ (Section 4 *Prescription for Registration*). In addition all interns are required to actively participate in four formal training days arranged by the PSNZ.

### **2.1.3 Resources**

The intern must be able to access current textbooks as specified by the training programme and to access databases etc. as available

## 2.2 SUPERVISION

The preceptor is responsible for the overall supervision of the intern. The preceptor must be a suitable person with the highest professional and ethical standards and acts as a mentor and role model.

Preceptors are approved by the Council of the PSNZ and must have at least three years post-registration experience and completed training as a workplace assessor (New Zealand Qualification Authority (NZQA) unit standards).

They are responsible for arranging the training on-the-job but may devolve the supervision of specific tasks to other staff. They must ensure that such staff are able to carry out the role of trainer and guide.

### 2.2.1 Clinical supervision

The duties of the preceptor are clearly outlined in Sections 1 & 2 of the *Prescription for Registration Preceptor Manual* that is issued to all preceptors. The preceptor will discuss with the intern what is expected of them and will design a training programme based on the unit standards of competency (Section 3 *Prescription for Registration*). The unit standards set out the knowledge skills and attitudes expected of a newly registered pharmacist.

Although preceptors will be interacting daily with their intern, they will meet formally at least monthly to set the goals for the coming month and to review the intern's progress to date (Section 5 *Prescription for Registration - Intern Manual*).

Every three months the preceptor will conduct an appraisal of the intern's progress and submit the report to the PSNZ on the forms provided in the preceptor training manual (Section 5 *Preceptor Manual*).

### 2.2.2 Educational Supervision

The PSNZ educational staff will arrange the training programme based on the unit standards. They will:

- Prepare a manual setting out the requirements for the intern year and will arrange formal assessment against the unit standards.
- Liaise with preceptors and other staff to ensure that the environment, resources and training are conducive to learning.
- Assess all appraisals to ensure that these have been fairly carried out and will discuss any areas of concern with preceptor and intern.
- Act as intermediaries in any case where dispute arises between preceptor and intern.
- Arrange and oversee all training of preceptors and ensure that they are kept up to date with any changes to the programme and requirements.

- Collate all assessments and reports on the intern and complete a final assessment form for all interns at the end of their intern year. This will list all the achievements to date and whether or not the intern has reached competency against the unit standards. For those interns judged as not yet competent they will list the areas of deficiency and arrange a remedial programme to address these.

## **2.3 EXPECTED OUTCOMES**

The expected outcome is registration as a pharmacist.

An intern is expected to complete 52 weeks of approved training; reach a satisfactory standard in all the assessments; satisfactorily complete the compulsory assessment and be judged as competent against all elements of the unit standards as contained in the *Prescription for Registration Intern Manual 1998* (or the latest edition).

They must possess a current first aid certificate for unit standards 6400 Manage First Aid and 6402 Provide Basic Life Support.

## **3.0 ELIGIBILITY**

### **3.1 INTERN ELIGIBILITY**

Interns who are eligible to enter the pre registration training shall:

- be a graduate with a Bachelor of Pharmacy from University of Otago; and
- be a New Zealand citizen; or
- hold a New Zealand residency permit as conferred by the New Zealand Immigration Service.

### **3.2 PROVIDER ELIGIBILITY**

Training, under the supervision of a preceptor, occurs in a hospital or community pharmacy or other such establishment that offers a suitable environment. Both preceptor and facility must be approved by the PSNZ as suitable for the purposes of training an intern.

## **4.0 LOCATION**

The preceptor may arrange for the intern to work in other sites to gain additional experience, in this case both site and supervising pharmacist must have PSNZ approval. Each intern should spend at least three months working in a hospital pharmacy and three months in a community pharmacy.

## **5.0 ASSOCIATED LINKAGES**

The PSNZ has established links with:

- The School of Pharmacy, University of Otago.
- The Open Polytechnic of New Zealand (Workplace assessor training).
- Crown health enterprises and retail pharmacies.
- The Health and Disability Commissioner.
- Other relevant healthcare professional bodies.
- NZQA.

## **6.0 PURCHASE UNIT AND REPORTING UNIT**

### **6.1 PURCHASE UNIT**

A New Zealand resident intern pharmacist undertaking the pre-registration training year in a position approved by PSNZ.

### **6.2 REPORTING UNIT**

Intern pharmacist by gender, ethnicity and location of training,

## **7.0 QUALITY STANDARDS: PROGRAMME SPECIFIC**

*This section should be read in conjunction with Schedule 1 Part 3 of the CTA Head Agreement, which specifies **generic** quality standards for all programmes provided under the contract.*

All training sites must have completed or be working towards the Quality in Pharmacy programme of accreditation against the Quality in Pharmacy Standards.

The Intern Training programme is reviewed annually and the unit standards of competency on which the programme is based are constantly reviewed but are formally reviewed and revalidated every three years.

Support programmes are in place locally and nationally to assist interns and preceptors who require additional help.

## **8.0 REPORTING REQUIREMENTS: PROGRAMME SPECIFIC**

*This section should be read in conjunction with Schedule 1 Part C of the CTA Head Agreement, which specifies **generic** reporting standards for all programmes provided under the contract.*

## **8.1 PROGRESS REPORTING**

Section 2.3 of the specification details the expected outcomes of the training programme purchased.

## **8.2 QUALITY REPORTING**

Reports as described in Schedule 1 Part 1 of the CTA Head Agreement require a summary of the programme. Schedule 1 Part 3 of the CTA Head Agreement requires that you have a quality plan in place for the ongoing monitoring of the training provided. The summary should refer specifically to the outcomes of the programme specific quality standards in Section 7.0 above.