

Declaration of Competence for community pharmacy services

Seasonal Influenza Vaccination Advanced Service with the use of a PGD

This Declaration of Competence (DoC) only applies to the Community Pharmacy Seasonal Influenza Vaccination Advanced Service; a separate DoC is available for use in vaccination services that are commissioned at a local level.

Part A - How to use this system

1. Introduction to the *Declaration of Competence* system

Pharmacists must ensure they meet the *Standards of conduct, ethics and performance* as set by the General Pharmaceutical Council (GPhC). Pharmacists are personally responsible for keeping their knowledge and skills up to date and relevant to their roles and responsibilities. They must also undertake continuing professional development (CPD) relevant to their scope of practice.

Pharmacy owners and superintendent pharmacists must make sure the GPhC *Standards for registered pharmacies* are met. They are responsible for creating and maintaining the right environment, both organisational and physical, for the safe and effective practice of pharmacy. This includes ensuring pharmacy teams, including locums, have the appropriate skills, qualifications and competence for their role and the tasks they carry out.

This self-assessment and declaration system provides pharmacy professionals with a framework to demonstrate to themselves, their employers and the service commissioners that they have the skills and knowledge necessary to provide the **Seasonal Influenza Vaccination Advanced Service**.

The framework includes details of available learning, mapped to a range of core and service-specific competencies, which include the clinical, ethical, cultural and legal aspects of providing this service. In addition to meeting the GPhC *standards of conduct, ethics and performance* it is expected that pharmacy professionals:

- meet the *Consultation skills for pharmacy practice: practice standards for England* as determined by Health Education England
- are aware of their safeguarding responsibilities.

2. Self-assessment of competence

This self-assessment, against both the core and service-specific competencies, has been developed in conjunction with [CPPE](#), national experts and professional groups. The self-assessment takes into account:

- National Institute for Health and Care Excellence (NICE) guidance
- Royal Pharmaceutical Society's public health standards.

If you are **NOT** able to answer **yes** to all of the self-assessment questions, then you are not yet ready to provide the service and should refer to Section 4 to further your learning and development.

This document allows you to self-declare the knowledge element of this service. Pharmacists providing the **Seasonal Influenza Vaccination Advanced Service** must also have undertaken training that meets the requirements of the [National Minimum Standards for Immunisation Training](#) and the associated [Core Curriculum for Immunisation Training](#). Therefore you **MUST** also have completed practical training in vaccination before you sign the self-declaration statement.

3. How to use the *Declaration of Competence* system

There are three parts to this DoC system:

- Part A** This part of the DoC includes the suggested learning and assessment you should consider, linked to the core and service-specific competencies for the service.
- Part B** This is the DoC framework, which highlights the key competencies expected of all pharmacists providing this service. You must ensure you have met the competencies in Part B before signing your *Declaration of Competence* statement.
- Declaration** The final part is the *Declaration of Competence* statement that you must print and sign to acknowledge professional responsibility that you are competent to provide the service.

To complete the DoC system you need to:

- Visit Part A.**
 - Review the suggested learning and assessment.
 - Reflect on your previous learning, experience and assessment.
 - Consider what learning has recently been completed as part of your CPD and which areas of learning and development may need updating.
- Visit Part B.**
 - Work through the DoC framework.
 - Review the competencies and complete each section with evidence and information of the learning, experience and assessment and other training you have completed to meet each competency. By doing this you will identify any gaps in competence. If you cannot answer a question to your own satisfaction then you should undertake some extra learning. This may include referring to other resources, such as National Institute for Health and Care Excellence (NICE) guidance.

- iii. Use the information in **Part A** to identify the learning and assessment resources required to fill the gaps in competence and complete the relevant learning and assessment.
- iv. Revisit and complete the DoC framework in **Part B**, noting down the additional learning completed as appropriate.
- v. Access, print and sign the **Declaration of Competence statement** from the [CPPE website](#). This is pre-populated with the CPPE personal learning and assessment completed for the service, with the dates of completion. Remember to add details of other learning to the declaration (for example, from employers).
- vi. Keep the signed *Declaration of Competence* statement on the pharmacy premises and make it available to employers, NHS England and others when requested.
- vii. Work through the DoC system every **two** years.

4. Learning and development

Table 4.1 contains details of the learning and assessment available to support you in meeting the core professional competencies within the framework.

Table 4.2 contains details of CPPE learning programmes and assessments you can use to help develop your skills and knowledge to satisfy the self-assessment.

Table 4.3 provides information on other associated learning. Information relating to learning acquired from other training providers can be entered in Table 4.4.

Table 4.1 Learning and assessment to meet core competencies

Training/learning	Core competencies linked to the DoC framework
CPPE <i>Consultation skills for pharmacy practice: taking a patient-centred approach</i> distance learning	1
<u><i>Consultation skills for pharmacy practice</i> website</u>	1
<i>Consultation skills for pharmacy practice</i> e-learning and e-assessment	1
CPPE <i>Safeguarding children and vulnerable adults</i> e-learning	2
CPPE <i>Safeguarding children and vulnerable adults</i> public health workshop	2
CPPE <i>Safeguarding children and vulnerable adults</i> e-assessment	2

Table 4.2 CPPE programmes, workshops and assessments you may wish to access

Training/learning	Service-specific competencies linked to the DoC framework
CPPE <i>Immunisation in pharmacies: developing your services</i> distance learning programme	a, c, d, e, g, l, n, q
CPPE <i>Immunisation in pharmacies – developing your service (Part 1)</i> e-assessment	a, c, d, e, g, h
CPPE <i>Patient group directions</i> e-learning programme and associated e-assessment	l, m, o
CPPE <i>Influenza - module 1: Understanding the disease</i>	a

Table 4.3 Other associated learning you may wish to access

Training/learning	Service-specific competencies linked to the DoC framework
<u>NICE MPG2: Patient group directions</u>	l, o
<u>NICE competency framework for health professionals using patient group directions</u>	l, o
<i>PHE Immunisation against infectious disease (Green Book)</i> www.gov.uk/government/collections/immunisation-against-infectious-disease-the-green-book#the-green-book	a, c, d, e, f, l, n, q

Table 4.4 Learning and assessment completed from other training providers

You can complete training courses and workshops delivered by other trainers, provided that they deliver the equivalent knowledge and learning outcomes as the CPPE programmes listed in Table 4.2. You should list non-CPPE learning and assessments you have completed in the table below.

You must have successfully completed a practical training course before self-declaring your competence to provide the vaccination service. This must cover the requirements set out in the National Minimum Standards for Immunisation Training and the Core Curriculum for Immunisation Training, as well as basic life support and administration of adrenaline for anaphylaxis. Please state the training provider used below.

Training/learning/competencies/assessment (list below)	List competencies covered from DoC framework
Title of practical training: Practical training provider: Date practical training completed:	b, c, d, f, h, i, j, k, p, q

5. Reassessment of competence

Pharmacists are responsible for reassessing their competence to provide this service on an ongoing basis by responding to new guidance, standards and any relevant new learning programmes and assessment. In addition, we recommend completion of the DoC system at least once every two years (please also see note below referring to practical training). This should involve revisiting the self-assessment of competencies, reflecting on each competency and identifying personal learning needs to assure self-declaration again at this point. Where changes are introduced to the Advanced Service, pharmacists will need to update themselves as part of their usual CPD.

Practical training for the Seasonal Influenza Vaccination Advanced Service

NHS England has determined that pharmacists providing this service need to attend face-to-face training for both injection technique and basic life support training every two years.

6. Endorsement and support

The *Declaration of Competence* system is supported for use across England by Health Education England and endorsed by NHS England and Public Health England. The system has received endorsement from the following national pharmacy organisations:

- Royal Pharmaceutical Society (RPS)
- Pharmaceutical Services Negotiating Committee (PSNC)
- Pharmacy Voice (PV)
- Association of Pharmacy Technicians UK (APTUK)

This DoC has also been agreed with NHS England, NHS Employers and PSNC as being the way by which pharmacists providing the Seasonal Influenza Vaccination Advanced Service can demonstrate their competence to the pharmacy contractor who is contracted to provide the service and to NHS England.

Part B - Declaration of Competence framework

Core competencies
<p>1. Do you meet or are you actively working towards the <i>Consultation skills for pharmacy practice: practice standards for England</i>, as determined by Health Education England? Yes, because I have:</p>
<p>2. Do you meet the competencies expected of all healthcare professionals with regard to safeguarding children and vulnerable adults? Yes, because I have:</p>

Service-specific competencies
<p>Statements should be supported by appropriate evidence whenever possible. If the learning you have completed applies to more than one competency then you do not need to repeat this information. You can use this table for your own self-assessment purposes; you only need to submit this part of the statement if your commissioner asks for it.</p>
<p>Please ensure you have successfully completed the required practical training course before self-declaring your competency to provide the Seasonal Influenza Vaccination Advanced Service. (This must cover the requirements set out in the National Minimum Standards for Immunisation Training and the Core Curriculum for Immunisation Training, as well as basic life support and administration of adrenaline for anaphylaxis.)</p>
<p><u>LEVEL 1</u> This level covers administration of flu vaccines by a pharmacist in a community pharmacy setting as part of the Seasonal Influenza Vaccination Advanced Service.</p>
<p>a) Can you communicate the benefits of vaccination versus risks of disease? Yes, because I have undertaken the following:</p>
<p>b) Are you able to provide assurance to the patient and correctly position them prior to vaccination? Yes, because I have undertaken the following:</p>

c) Are you able to advise on the identification and management of potential adverse reactions?
Yes, because I have undertaken the following:

d) Are you able to establish if a person is suitable for vaccination as defined by the PGD?
Yes, because I have undertaken the following:

e) Can you describe the vaccination service to the patient to obtain and document informed consent?
Yes, because I have undertaken the following:

f) Can you demonstrate the correct administration technique and site of administration for the vaccine/s in the PGD?
Yes, because I have undertaken the following:

g) Are you able to complete relevant records and documentation including 'Yellow card' reports?
Yes, because I have undertaken the following:

h) Can you recognise and act on the signs of anaphylaxis and provide basic life support?
Yes, because I have undertaken the following:

i) Are you able to take appropriate action in the event of a needlestick injury or spillage of blood or vaccine?
Yes, because I have undertaken the following:

j) Do you understand how to dispose of sharps, vials and other vaccine equipment safely?
Yes, because I have undertaken the following:

k) Are you able to support and develop the pharmacy team in the provision of a safe and effective service?
Yes, because I have undertaken the following:

l) Do you understand the legal implications and professional responsibility of using a PGD?
Yes, because I have undertaken the following:

m) Are you able to demonstrate knowledge of the clinical content of the flu vaccination PGD?
Yes, because I have undertaken the following:

n) Do you understand the pharmacology, mode of action, side-effects and contraindications for the flu vaccine and the appropriate clinical guidance?
Yes, because I have undertaken the following:

o) Do you satisfy the NICE competency framework for health professionals using PGDs?
Yes, because I have undertaken the following:

LEVEL 2

Do you intend to provide the Seasonal Influenza Vaccination Advanced Service in long-stay residential care homes or other long-stay facilities as defined by the annual flu letter?

If the answer is yes, this section of the DoC should be completed. It does not need to be completed by pharmacists who will only be administering vaccines on the pharmacy premises.

This level covers off-site administration of vaccines in long-stay residential care homes or other long-stay care facilities, as defined by the annual flu letter and expands on the Level 1 competencies. The following competencies also apply:

p) Can you apply the relevant legislation which applies to vaccinations in long-stay care homes and other long-stay care facilities? For example the [Health and Safety at Work etc Act 1974](#), associated Regulations and the waste disposal legislation, when undertaking vaccination away from the pharmacy premises?

Yes, because I have undertaken the following:

q. Do you understand the importance of, and take responsibility for, maintaining the cold chain during vaccine transit?

Yes, because I have undertaken the following:

Additional national requirements

Training/learning	Competency	Date completed	Date review due
Have a working knowledge of the most recent service documents relating to provision of the service – PGDs, service specification, claims procedures, etc	l, m, o		
Review and/or develop relevant standard operating procedures (SOPs) and policies in your practice	k		