

## AFFILIATION WITH THE ROYAL PHARMACEUTICAL SOCIETY (RPS) 2018

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As the professional body for pharmacy, the RPS provides leadership, support, development and recognition for pharmacists across all sectors of practice. Our role includes leading standards for post-registration professional education and developing and supporting the profession to be capable, adaptable, confident and able to lead.

### The Vision for Affiliated Groups

The overarching **Mission & Vision of the RPS Faculty** is the responsibility for Professional Education and Standards for the profession and for the benefit of patients and the public, by providing a quality assured recognition programme for advanced practice across specialist and generalist practice, foundation and advanced practice and pharmaceutical science.

### Our strategy is to:

Harness the expertise of specialist and clinical areas of practice to ensure pharmacy is the recognized voice of authority on medicines and their use.

- I. Ensure a strong consistent voice in response to consultations, develop thought papers and professional standards, advocate for the profession and ensure the profession is represented externally when working with other stakeholders including government and other Royal Colleges.
- II. Support the development of leadership skills for individual members, as well as signposting to existing resources developed by affiliated groups.
- III. Ensure pharmacists are supported by professional guidance and support that help the development of pharmacists at all stages in their career, through the development of core curricula at foundation and Faculty stages, for generalist and specialist areas of practice
- IV. Provide a roadmap of quality assured education, training and development opportunities, mapped to the RPS career stages, from Foundation to Faculty, through our accredited provider models.
- V. Development of a structure and network for mentoring for foundation practitioners as well as mentorship training and development programmes for Tutors. This will align with the wider Faculty Mentoring programme to provide a career long support for the profession

### Working together for the benefit of Pharmacy

We continue to develop services to support pharmacists in their day to day jobs; collate evidence of the contribution of pharmacy to patient care and public health and harness expertise from all sectors to lead and advocate for pharmacy, patients and the public.

As Affiliates, we have worked together on media, networks, consultations, education and development and professional recognition, standards and guidance, our map of evidence and a programme of clinical audit tools.

We work together to ensure pharmacy is firmly on the health agenda to ensure we are the expert voice of pharmacy in the media and press.

**The Commitments of Affiliation between the Clinical and Specialist Groups and the RPS are at Appendix A.**

## **RPS Faculty and Foundation**

As affiliates, we are developing ways in which we can support our members across all sectors and developing ways in which we can recognise their advancement and progression.

### **1. Resources**

During 2018, affiliated working will not intentionally seek to undermine the membership or resources of either the RPS or **XXXXX Group**.

Affiliation means that access to respective membership, for the purposes of advocating for and on behalf of our affiliation, and in conjunction with the Faculty and Foundation development plans, will be permitted, with the consent of both parties.

### **2. Reputation**

During 2018, our affiliation will in no way seek to undermine the membership or reputation of the RPS or that of **XXXXX Group**.

Affiliation means that both parties will endeavour to provide excellence in standards of working together and that a mutually supportive relationship is in place between the RPS and **XXXXX Group**.

### **3. Brand and finances**

During 2018, our affiliation will in no way seek to undermine the brand, finances, staff membership or reputation of the RPS or of **XXXXX Group**. The operations and actions of the developing RPS Faculty and Foundation will be mindful of payments and fees and these will be continually reviewed during 2018 to ensure no group is financially disadvantaged within affiliation. If a Group has independent financing, this will be maintained separately from RPS unless the Affiliated Group wishes to discuss alternative arrangements. Individual sponsorship arrangements, funding revenues and assets remain with the Group. Conferences and learning events administered by the Group can continue unaffected, unless the Affiliated Group wishes to discuss alternative arrangements. Financial arrangements of the affiliation agreement can be mutually reviewed after 1 year. Separate membership fees will remain for specialist groups and RPS, unless the Affiliated Group wishes to discuss alternative arrangements.

Any affiliation agreement between the RPS and a Group does not preclude discussions concerning future management of standardised membership fees or agreements pertaining to membership fees. No financial decisions will be made without prior agreement and consensus between the Affiliated Group and the RPS.

### **4. Autonomy**



During 2018, our affiliation will in no way seek to undermine the autonomy of the RPS or that of **XXXXX Group**.

## About the RPS

The Royal Pharmaceutical Society is the professional body for pharmacists and pharmacy in England, Scotland and Wales. Our focus is on the delivery of the best possible patient care and public health through pharmacy.

## About the GROUP

Details of the GROUP..... [insert]

<p><b>On behalf of XXXXX GROUP / Association</b></p> <p>I, the undersigned, <b>Chair of GROUP</b> can commit to affiliation with the RPS on projects outlined in this document and any further developments during 2018.</p> <p>Signed</p> <p><b>NAME</b> Date</p> <p>LOGO</p>	<p><b>On behalf of Royal Pharmaceutical Society</b></p> <p>I, the undersigned Chief Executive at RPS, commit to affiliation with <b>XXXXX GROUP</b> during 2018.</p> <p>Signed</p> <p></p> <p><b>Paul Bennett</b> 11 May 2018</p> <p></p>
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## Appendix A

### Commitments of Affiliation

- I. Accredited Education and Training Provider
- II. Professional Curricula
- III. Faculty Assessments
- IV. Shared events
- V. Research and evaluation
- VI. RPS Faculty and Foundation programmes
- VII. Membership (where applicable) across Affiliated Groups and RPS

#### **Commitment 1: Provider functions of Affiliated Groups**

Affiliated groups will be accredited education and training providers completely aligned with our shared strategy to provide a roadmap of quality assured education, training and development opportunities, mapped to the RPS career stages, from Foundation to Faculty, through our accredited provider models.

Where appropriate, affiliated groups will be eligible for all three accredited provider categories: accredited training provider; accredited foundation provider; accredited faculty provider. Being an accredited provider comes with recognition which can be used for professional enhancement of activities, events, training weekends, symposia, e-learning, access to all sectors. Affiliated groups will be active partners in the development and design of “National Training Programmes” for development for career pathways alongside Foundation and Faculty stages.

#### **Commitment 2: Professional Curricula and Affiliated Groups**

Affiliated groups will support the ongoing review of Professional Curricula and associated design of educational best practice, to ensure pharmacists are supported by professional guidance and support that help the development of pharmacists at all stages in their career, through the development of core curricula at foundation and Faculty stages, for generalist and specialist areas of practice

#### **Commitment 3: Affiliated Groups and Faculty Assessments**

Members of affiliated groups will be Faculty assessors where applicable and appropriate.

Affiliated groups will support the RPS to define the Faculty Practice elements of Faculty Assessments for the expert scope of practice, as per the principles agreed through the JPCT report, 2013 and the principles for assessment (Faculty Assessment Handbook, 2015).

#### **Commitment 4: Affiliated Groups and shared events**

Affiliated groups will co-produce significant events, education and training programs, master classes and other mechanisms to provide a roadmap of quality assured education, training and development opportunities, across all stages and areas of practice through our accredited provider models. It's particularly important for groups to increase access to education and training for other sectors, in line with national and local priorities. The RPS will provide room hire for Affiliated Groups, as RPS groups, as per the annual venue hire rates Affiliated groups will be given preferential rates on Monday's and Fridays, depending upon the room(s) usage.

Joint events with the RPS. Affiliated Groups can work with the RPS on official RPS member events. These events provide Affiliated Groups with a platform to share their expertise with the wider RPS membership as well as their own members. Registration and event management will be provided by the RPS events team. Where event fees are required, these will be distributed on a per event basis. These are venue hire category A with eligibility for 100% discount on room hire and catering and AV services are paid for by the RPS.

Committee meeting and official business. Affiliated Groups will be provided with up to 4 meeting room bookings per year, for use for official business, with venue hire category H with eligibility for 100% discount on room hire. Bookings should be made at least 3 months in advance. Catering and AV services are not included in this discount and are charged at the rates as outlined in the Organisers Handbook. These would need to be covered by the Affiliated Group.

Own events. For events where Affiliated Groups wish to use the RPS premises for their own events, room hire will be provided at 25% discount rate (venue hire category D).

#### **Commitment 5: Research and evaluation across Affiliated Groups**

Affiliated groups will support and contribute to programmes for the research and evaluation of workforce impact studies resulting from the implementation of the RPS Faculty and Foundation programmes.

We will work together against agreed standards for research abstracts to share best practice and build the evidence base across clinical and specialist practice. Both organisations will support further sharing of innovation through the RPS Map of Evidence, awards and support for grant applications as well as promotion of the emerging clinical academic careers programme.

#### **Commitment 6: Affiliated Groups and support for RPS Faculty and Foundation programmes**

Affiliate Groups will work actively to support the development of practitioners towards Faculty engagement as a desirable and ultimately as an essential. This means actively working with the Faculty to improve the capabilities and professional recognition of individuals for the general enhancement of pharmaceutical care services.

#### **Commitment 7: Membership (where applicable) across Affiliated Groups and RPS**

Where appropriate and where applicable, Affiliate groups will actively share the view that practitioners, where eligible, should be members of the Royal Pharmaceutical Society and would actively encourage membership as an “essential” within their own group. RPS will work with the Affiliated Groups towards a dual membership arrangement with the RPS within the parameters of financial security.

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1. Venue hire Category A – RPS Member and Fellow Events. These are membership facing events and meetings scheduled by the Membership and Marketing Department. They will be scheduled and booked at least 12 months in advance on a rolling basis and take precedence over all bookings as they represent the primary purpose of the building and the RPS. They receive 100% room hire discount and catering and AV services paid by delegate attendance fees.
  2. Venue hire Category D - Commercial External Events with organisations affiliated to the Pharmaceutical Industry (Retired Members and Fellows), NHS. These are meetings booked by external companies or organisations with whom the RPS has an affiliation. These are bookings that the RPS wish to encourage in order to make 66ES the home of the Pharmaceutical Profession and the centre for industry networking. These meetings are likely to be booked well in advance and will take precedence over meetings in category E and F. These are bookings from organisations to whom the RPS would offer reduced event rates. They receive 25% discount on room hire only and catering and AV services are paid by the booking organisation.
  3. Venue hire Category H – Affiliated Partners. These partners are affiliated to the RPS and act as providers of education and training and development under the RPS umbrella. A special type of partner, these events are also critical to the primary purpose of the RPS and are treated as Category A and B. These meetings will be scheduled and booked as far ahead in advance. All Affiliates are allowed 4 meetings a year. They receive 100% room hire discount and catering and AV services paid by delegate attendance fees.