# Appendix 1: Option 1 Community Pharmacy Single Sector Application Template

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| **EoI Question** | **Response** |
| What type of bid are you submitting? | Cross sector / System wide / Community pharmacy |
| Number of trainees |  |
| Would you accept funding contributions for less trainees? | Yes / No |
| Employing organisation |  |
| Name of employing organisation |  |
| Address |  |
| Contact’s forename |  |
| Contact’s surname |  |
| Contact’s email |  |
| Contact’s telephone |  |
| Is your organisation on Oriel? | Yes / No |
| Demonstration of minimum criteria |  |
| Does your partnership include a community and/or hospital pharmacy partnership? | Yes / No |
| Do you agree to pay the trainee at NHS agenda for change annex 21, Band 4 (or equivalent for non-NHS organisations)? | Yes / No |
| Can you support payment of additional costs not covered by the training contribution (e.g. on costs, including pension, salary etc)? | Yes / No |
| Will the trainee be released for 1 day a week to attend college/complete knowledge learning? | Yes / No |
| Will the trainee be given dedicated time to complete assessments in addition to 1 day per week to attend college/complete lessons? | Yes / No  If so, how many hours per week? |
| Will the trainee have access to adequate IT and protected space to complete knowledge learning/assessments in all placements - to complete the training requirements throughout the 24-month training programme? | Yes / No |
| Can you confirm you have educational supervision capacity identified for 24-month period (max of 2 trainees per educational supervision) | Yes / No |
| Are the educational supervisors registered pharmacists or pharmacy technicians with a minimum of 24 months post qualification experience? (The name of this individual must be provided when the trainee starts). | Yes / No |
| Can you confirm you have practice supervision capacity identified for 24-month period? | Yes / No |

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| Supporting Information |  |  |
| Give an overview of the training programme including competencies the PTPT will complete over the 24-month training period. | **Please bullet point**  (Maximum of 750 characters) | |
| Provide a brief overview of the planned educational infrastructure including details of relevant education and training experience across the partnership and additional information that may support learning experiences for the trainee/s. | (Maximum of 1500 characters) | |

# Appendix 2: Option 2 – Cross sector Partnerships Application Template

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| **EoI Question** | **Response** | |
| What type of bid are you submitting? | Cross sector / System wide / Community pharmacy | |
| Number of trainees |  | |
| Would you accept funding contributions for less trainees? | Yes / No | |
| Employing organisation |  | |
| Name of employing organisation |  | |
| Address |  | |
| Contact’s forename |  | |
| Contact’s surname |  | |
| Contact’s email |  | |
| Contact’s telephone |  | |
| Partner 1 |  | |
| Name of organisation for partner 1 |  | |
| Address |  | |
| Contact’s forename |  | |
| Contact’s surname |  | |
| Contact’s email |  | |
| Contact’s telephone |  | |
| Partner 2 |  | |
| Name of organisation for partner 2 |  | |
| Address |  | |
| Contact’s forename |  | |
| Contact’s surname |  | |
| Contact’s email |  | |
| Contact’s telephone |  | |
| Partner 3 |  | |
| Name of organisation for partner 3 |  | |
| Address |  | |
| Contact’s forename |  | |
| Contact’s surname |  | |
| Contact’s email |  | |
| Contact’s telephone |  | |
| Demonstration of minimum criteria |  | |
| Does your partnership include a community and/or hospital pharmacy partnership? | Yes / No | |
| Do you agree to pay the trainee at NHS agenda for change annex 21, Band 4 (or equivalent for non-NHS organisations)? | Yes / No | |
| Can you support payment of additional costs not covered by the training contribution (e.g. on costs, including pension, salary etc)? | Yes / No | |
| Who will pay the additional costs not covered by the training contribution? | Employer / Partner organisation / Other | |
| Will the trainee be released for 1 day a week to attend college/complete knowledge learning? | Yes / No | |
| Will the trainee be given dedicated time to complete assessments in addition to 1 day per week to attend college/complete lessons? | Yes / No  If so, how many hours per week? | |
| Will the trainee have access to adequate IT and protected space to complete knowledge learning/assessments in all placements - to complete the training requirements throughout the 24-month training programme? | Yes / No | |
| Can you confirm you have educational supervision capacity identified for 24-month period (max of 2 trainees per educational supervision) | Yes / No | |
| Are the educational supervisors registered pharmacists or pharmacy technicians with a minimum of 24 months post qualification experience? (The name of this individual must be provided when the trainee starts). | Yes / No | |
| Can you confirm you have practice supervision capacity identified for 24-month period for **each placement**? (The lead contact details must be provided when the trainee starts). | Yes / No | |
| Does each placement have a registered pharmacy professional within their organisation? | Yes / No | |
| What is your proposed placement model? | Split week  Rotation blocks  Other | |
| Please provide brief details of proposed placement model | (Maximum of 500 characters) | |
| List the different sectors the trainee will be placed in | Typo secondary care | |
| Supporting Information |  |  |
| List the competencies you anticipate the trainee will undertake in the employing organisation | **Please bullet point**  (Maximum of 750 characters) | |
| List the competencies you anticipate the trainee will undertake with each partner | **Please bullet point**  (Maximum of 750 characters) | |
| Provide a brief overview of the planned educational infrastructure including details of relevant education and training experience across the partnership and additional information that may support learning experiences for the trainee/s. | (Maximum of 1500 characters) | |

# Appendix 2: Option 2 – System-wide Application Template

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| **EoI Question** | **Response** |
| What type of bid are you submitting? | Cross sector / System wide / Community pharmacy |
| Number of trainees |  |
| Would you accept funding contributions for less trainees? | Yes / No |
| System representative details |  |
| System organisation |  |
| Address |  |
| Contact’s forename |  |
| Contact’s surname |  |
| Contact’s email |  |
| Contact’s telephone |  |
|  |  |
| Who is employing the PTPT? | * System representative e.g. ICS/PCN * One of the placement organisations from each partnership * Other – please provide details |
| Please list the names of the organisations in your system bid.   * For cross sector bids include details of the employer and their partners. * For community pharmacy bids include all pharmacy sites. |  |
| Demonstration of minimum criteria |  |
| Do all programmes include a placement with either community and/or hospital pharmacy? | Yes / No |
| Do you agree to pay the trainee at NHS agenda for change annex 21, Band 4 (or equivalent for non-NHS organisations)? | Yes / No |
| Can you support payment of additional costs not covered by the training contribution (e.g. on costs, including pension, salary etc)? | Yes / No |
| Who will pay the additional costs not covered by the training contribution? | Employer / Partner organisation / Other |
| Will the trainee be released for 1 day a week to attend college/complete knowledge learning? | Yes / No |
| Will the trainee be given dedicated time to complete assessments in addition to 1 day per week to attend college/complete lessons? | Yes / No  If so, how many hours per week? |
| Will the trainee have access to adequate IT and protected space to complete knowledge learning/assessments in all placements - to complete the training requirements throughout the 24-month training programme? | Yes / No |
| Can you confirm you have educational supervision capacity identified for 24-month period (max of 2 trainees per educational supervision) | Yes / No |
| Are the educational supervisors registered pharmacists or pharmacy technicians with a minimum of 24 months post qualification experience? (The name of this individual must be provided when the trainee starts). | Yes / No |
| Can you confirm you have practice supervision capacity identified for 24-month period for each placement? (The lead contact details must be provided when the trainee starts). | Yes / No |
| Does each placement have a registered pharmacy professional within their organisation? | Yes / No |
| What is your proposed placement model? | Split week  Rotation blocks  Other |
| Please provide brief details of proposed placement model | (Maximum of 500 characters) |
| List the different sectors the trainee will be placed in | Typo secondary care |
| Supporting Information |  |
| List the competencies you anticipate the trainee will undertake. For cross sector list for each partnership. | **Please bullet point**  (Maximum of 1500 characters) |
| Provide a brief overview of the planned educational infrastructure including details of relevant education and training experience across the partnership and additional information that may support learning experiences for the trainee/s. | (Maximum of 1500 characters) |

# Appendix 4 – Evaluation Criteria

## Evaluation criteria for community pharmacy single sector bids

Criteria with a Pass/Fail weighting must achieve a pass to be considered. Any criteria receiving a No response is a Fail which will result in that application being rejected.

There are four criteria that will be used to identify the strength of the applications to provide a comparative score. See table below for weighting for these questions.

|  |  |
| --- | --- |
| Evaluation Criteria | Weighting |
| Does your partnership include a community and/or hospital pharmacy partnership? | Pass / Fail |
| Do you agree to pay the trainee at NHS agenda for change annex 21, Band 4 (or equivalent for non-NHS organisations)? | 10% |
| Can you support payment of additional costs not covered by the training contribution (e.g. on costs, including pension, salary etc)? | Pass / Fail |
| Will the trainee be released for 1 day a week to attend college/complete knowledge learning? | Pass / Fail |
| Will the trainee be given dedicated time to complete assessments in addition to 1 day per week to attend college/complete lessons? | 10% |
| Will the trainee have access to adequate IT and protected space to complete knowledge learning/assessments in all placements - to complete the training requirements throughout the 24-month training programme? | Pass / Fail |
| Can you confirm you have educational supervision capacity identified for 24-month period (max of 2 trainees per educational supervision) | Pass / Fail |
| Are the educational supervisors registered pharmacists or pharmacy technicians with a minimum of 24 months post qualification experience? (The name of this individual must be provided when the trainee starts). | Pass / Fail |
| Can you confirm you have practice supervision capacity identified for 24-month period? | Pass / Fail |
| Anticipated competencies meet requirements of GPhC IET standards for pharmacy technicians | 40% |
| Provide a brief overview of the planned educational infrastructure including details of relevant education and training experience across the partnership and additional information that may support learning experiences for the trainee/s. | 40% |

Yes = Pass / No = Fail

## Evaluation criteria for cross sector partnership and system-wide bids

Criteria with a Pass/Fail weighting must achieve a pass to be considered. Any criteria receiving a No response is a Fail which will result in that application being rejected.

There are four criteria that will be used to identify the strength of the applications to provide a comparative score. See table below for weighting for these questions.

|  |  |
| --- | --- |
| Evaluation Criteria | Weighting |
| Does your partnership include a community and/or hospital pharmacy partnership? | Pass / Fail |
| Do you agree to pay the trainee at NHS agenda for change annex 21, Band 4 (or equivalent for non-NHS organisations)? | 5% |
| Can you support payment of additional costs not covered by the training contribution (e.g. on costs, including pension, salary etc)? | Pass / Fail |
| Will the trainee be released for 1 day a week to attend college/complete knowledge learning? | Pass / Fail |
| Will the trainee be given dedicated time to complete assessments in addition to 1 day per week to attend college/complete lessons? | 5% |
| Will the trainee have access to adequate IT and protected space to complete knowledge learning/assessments in all placements - to complete the training requirements throughout the 24-month training programme? | Pass / Fail |
| Can you confirm you have educational supervision capacity identified for 24-month period (max of 2 trainees per educational supervision) | Pass / Fail |
| Are the educational supervisors registered pharmacists or pharmacy technicians with a minimum of 24 months post qualification experience? (The name of this individual must be provided when the trainee starts). | Pass / Fail |
| Can you confirm you have practice supervision capacity identified for 24-month period for **each placement**? (The lead contact details must be provided when the trainee starts). | Pass / Fail |
| Does each placement have a registered pharmacy professional within their organisation? | 10% |
| Proposed placement model and brief | 20% |
| Anticipated competencies meet requirements of GPhC IET standards for pharmacy technicians | 30% |
| Provide a brief overview of the planned educational infrastructure including details of relevant education and training experience across the partnership and additional information that may support learning experiences for the trainee/s. | 30% |

Yes = Pass / No = Fail