Summary of Pharmacy competency standards and Check list for CPD Portfolios

Table 1: Summary of domains and competencies

DOMAINS	COMPETENCIES	
1. Public health	1.1	Promotion of health and wellness
	1.2	Medicines information
	1.3	Professional and health advocacy
	1.4	Health economics
	1.5	Epidemic and disaster management
	1.6	Primary healthcare
2. Safe and rational use of medicines and medical devices	2.1	Patient consultation
	2.2	Patient counselling
	2.3	Patient medicine review and management
	2.4	Medicines and medical devices safety
	2.5	Therapeutic outcome monitoring
	2.6	Pharmacist initiated therapy
	2.7	Pharmacovigilance
	2.8	Clinical trials
3. Supply of medicines and medical devices	3.1	Medicine production according to GxP
	3.2	Supply chain management
	3.3	Formulary development
	3.4	Medicine dispensing
	3.5	Medicine compounding
	3.6	Medicine disposal/destruction
4. Organisation and management skills	4.1	Human resources management
	4.2	Financial management
	4.3	Pharmaceutical infrastructure management
	4.4	Quality assurance
	4.5	Change management
	4.6	Policy development
5. Professional and personal practice	5.1	Patient-centred care
	5.2	Professional practice
	5.3	Ethical and legal practice
	5.4	Continuing professional development
	5.5	Leadership
	5.6	Decision-making
	5.7	Collaborative practice
	5.8	Self-management
	5.9	Communication
6. Education, research and critical analysis	6.1	Education and training policy
	6.2	Provision of education and training
	6.3	Practice embedded education or workplace education
	6.4	Gap analysis
	6.5	Critical analysis
	6.6	Research
	6.7	Supervision of other researchers
	6.8	Collaborative research

CHECKLIST	YES	NO
TITLE		
Is there a title?		
Is the title short, specific and related to the outcome?		
Is the title a concise statement in my own words (not just a copy of the CS or outcome)?		
REFLECTION		
Have I clearly stated what **I need to know or learn**?		
Have I stated my learning need in the first person, e.g. "I need to know/learn …"?		
Have I stated why I have identified this learning need for myself and not just stated that it is a required outcome?		
Have I included details of planning and implementation here?		
PLANNING		
Have I clearly stated **how** I am going to learn?		
Have I identified which resources I will be using?		
Have I explained how I will be using the resources?		
Have I made sure NOT to just write what I intend to do (which is implementation)?		
Have I written this in the future tense?		
IMPLEMENTATION		
Have I described exactly **what** I did?		
Have I included **where, when, what and how**?		
Have I written this in the past tense?		
Have I referred to the labels of my evidence (i.e. the outcome behaviours) in the text?		
Have I checked that what I did matches my learning need?		
Have I checked that what I did addresses all the behaviours of the outcome?		
EVALUATION		
Have I clearly stated what I learnt from the action described under Implementation?		
Have I checked that my learning matches my learning need and is relevant to the outcome?		
Have I clearly described how this learning has impacted on the way I practice?		
Have I given a specific example of how I applied this learning i.e. something I did after the action described?		
Have I clearly noted my future learning needs?		
EVIDENCE		
Have I checked that I have **sufficient** evidence i.e. have I covered at least 75% of the subsections of the outcome?		
Have I **annotated** my evidence so that it is clear why I have included each piece?		
Have I **annotated** my evidence **with the behaviours**, and does this match the subsections mentioned under Implementation?		
Is my evidence clear i.e. readable, not loaded upside down, etc.?		
Is my evidence properly verified i.e. is there a printed name, designation, P number, signature and date?		
Have I made sure that all patient identifying details (such as name, surname, ID number) have been hidden?		