

Pharmacy Technician student (trainee) 2020 data collection pilot – Frequently Asked Questions v1.2

General

Why and how often will this information be requested?

We are collecting equality and diversity data on student pharmacy technicians to contribute to the quality assurance of training and to our planning and policy development in respect of training.

This is an initial pilot and we intend to request student-related data annually (usually in April or May) each year for data pertaining to the year before.

How will this information be used?

The information will be collated, and a summary report prepared. The data will be used in work to make sure we meet our public sector duty in relation to Equality, Diversity and Inclusion.

An anonymised version of the report will be made available so that each provider of pharmacy technician education may make comparisons with each other for monitoring and quality assurance purposes – it is likely this will be done on a proportional percentage basis but the exact methodology is still yet to be agreed.

The GPhC will use the information internally for monitoring and planning purposes and in research and analysis. We may in future publish aggregate or summary data and reports. Final reporting will be anonymised collated data only.

Specific data can be shared with government departments and agencies to inform their work, as required.

The GPhC, as a public authority, is subject to the Freedom of Information Act 2000 (FOIA). We may disclose data as required by law in response to requests made under FOIA.

How will this information be stored?

The data received from each provider will be stored securely in the UK. Only the GPhC members of staff who are involved in analysing the data will have access to it.

Is it mandatory that we return this information?

The Pharmacy Order allows the GPhC to make reasonable requests for information from any approved provider of education. This is one such request. We would expect all course providers and awarding organisations to provide this data as it relates to GPhC approved courses.

Completing the extract return

What parts of the return should we complete?

Please provide a data extract for all active students on all your courses up until 31 December 2020, in either Year 1 or Year 2 (or retake). Please return the data using the column headings provided and associated categories listed in the Reference Values tab by deriving these fields to map to our defined categories listed. If your categories are recorded differently and you are having any issues please contact us.

For this pilot we are asking you to provide us with all your data on all enrolled pharmacy technician trainees up until 31 December 2020. This will make sure we can build a full picture of how many pharmacy technician trainees are currently in training.

Future data collection activity will concentrate on the year prior to the data collection request. For example, the data collection next year will ask for data of trainees from 1st January 2021 to 31st December 2021 only.

Why do we have to provide an ID for each student?

The ID will be used to track the different cohorts within your courses and their final award in future returns. As we do not have access to your systems, we are not able to attribute IDs to individuals. Final reporting will be anonymised collated aggregate data only.

What if we offer more than one course?

If you provide different types of Pharmacy Technician courses, please provide data for all your courses in operation in 2020 for students on Years 1 and 2 from the list of reference values.

We are not collecting data on knowledge-based courses as under the previous standards, providers can offer the knowledge and competency elements separately and this could lead to double counting of students. Instead, it was decided that the most accurate way to gauge progression was to track the competency-based qualification. It is likely with teach out this will become a moot point in the next two to three academic years.

For the purpose of the extract, who should we consider as a 'new' student?

A 'new' student refers to any student who enters onto a year of your pharmacy technician programme for the first time. For instance, if a student transferred from another provider's course and joined your programme in year 1, please consider them as a 'new year 1 student' in the data collection form in the Entry Type column. More information can be found in the guidance notes on the spreadsheet.

For the purpose of the extract, who should we consider as a 'retake' student?

'Retake' should refer to any student who is retaking the year they have previously studied on. For example if a student is on Year 1 for the second time, please mark them as a Retake in the Entry Type column.

Do we need to provide equality monitoring data?

The GPhC standards for the initial education and training of pharmacy technicians require that all providers have systems in place for capturing equality and diversity data. You should have a record of this data. Final reporting will be anonymised collated data only.

For the purposes of the extract, how do we define sex, disability, and ethnicity?

Please rely on students' self-declaration. Please return the data using the column headings provided and associated categories listed in the Reference Values tab. If your data is recorded differently, please contact us, if you are unable to map your values to the format required.

A number of students received warnings related to their fitness to practise. Do we need to refer to these in the fitness to practise section?

No, only sanctions (other than warnings) need to be reported to the GPhC so the figures you provide need to reflect this. Please note that course providers are expected to report on these sanctions to the GPhC as stated in Standard 5.10 of the [standards for the initial education and training of pharmacy technicians](#).

If you have not already provided the GPhC with information on each of the sanctions that you have referred to in the form please forward a summary of each case to education@pharmacyregulation.org

I have a query that is not covered here, who should I contact?

Please get in touch with the GPhC Education team: education@pharmacyregulation.org