



Royal Pharmaceutical Society of Great Britain

Helping pharmacists achieve excellence

Education and Registration Directorate
Pre-registration Division
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10th May 2007

Dear Tutor,

The Society would like to offer greater support to pre-registration tutors, and is going to pilot a free one-day training course in workplace assessment skills for them.

Some topics to be covered are:

- Formative and summative assessment
- How to interpret and measure competence against the Performance Standards
- How to identify and document appropriate evidence
- Skills on giving feedback

The Society is undertaking this work because tutors have a vital role in assessing their pre-registration trainee pharmacist's (trainee's) competence against all of the Performance Standards. The Society is required to ensure that all systems in the assessment of trainees are robust and that all standards have been met. Shortly this will be enacted by the Section 60 requiring the Society to quality assure tutors.

In order to undertake this venture, the Society needs to conduct a survey (which is attached) finding out what training you have undertaken to be a tutor (specifically any training in workplace assessment skills) and your interest in attending a free one-day training course. This training event will be offered in different centres throughout Great Britain and attendees will be responsible for their own transport. There will be a limited number of places and these will be allocated on a first come, first served basis.

Please return the completed survey by **31 May** to: Pre-registration Division, RPSGB, 1 Lambeth High St, London SE1 7JN. If you would prefer, you can complete and submit this survey electronically. This can be found on the Society's website at: <http://www.rpsgb.org.uk/acareerinpharmacy/preregistrationtraining/preregistrationtutors.html>
Please email the completed survey to: prereg@rpsgb.org.

Yours sincerely,

Peter Burley, Head of Pre-registration

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