

Ms Sandra Melville,  
Chairman, Scottish Pharmacy Board,  
Royal Pharmaceutical Society of Great Britain,  
1 Lambeth High Street,  
London SE1 7JN

Appendix 1

6<sup>th</sup> August 2008

Dear Sandra,

I am writing to you on behalf of the NHS Pharmacy Education and Development Committee. Our purpose is to promote and support education, training and workforce development for all members of pharmacy staff in order to ensure the development of NHS services and the provision of a high standard of pharmaceutical care in the NHS.

Our members include representatives of NHS Pharmacy in English Strategic Health Authority areas, Northern Ireland, Scotland and Wales who hold posts that concern the pharmacy workforce development and are able to represent the NHS interests of their geographical area.

Observers from the Department of Health - England (Office of the Chief Pharmacist or equivalent) are invited to attend our meetings and there are formal communication links between committee members representing Northern Ireland, Scotland and Wales and the Chief Pharmacists in the Departments of Health in each of these home countries and their Centres for Pharmacy Education.

The Committee feels that it is very important for us to establish close links with the RPSGB National Pharmacy Boards so that we can inform and advise on policy and practice in pharmacy education and workforce development, and seek your advice and comment on our work.

If you would like to provide me with the name of a key member from your Board, we will establish contact with that person and ensure that your Board is informed of our activities through appropriate links and copy of our minutes and other relevant documents. Your colleague would also be able to attend meetings as appropriate.

I hope you will agree to this proposal. I enclose a copy of our TOR and Annual Report for your further information and look forward to hearing from you with a nominee in the very near future.

Best wishes.

Yours sincerely,



**Clive Moss-Barclay**  
**Chair of the NHS Pharmacy Education & Development Committee**

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