



IIOP

**INSTITIÚID CÓGAISÍOCHTA NA hÉIREANN
IRISH INSTITUTE OF PHARMACY**

Call for Expressions of Interest (Eoi) to join a Peer Review Panel for
Assessment of CPD Programmes

Queries relating to this Eoi should be addressed in writing to [Mr. Hugh Carroll, Accreditation
Co-ordinator IIOP: info@iiop.ie](mailto:info@iiop.ie)

About the IIOp

The Irish Institute of Pharmacy (**IIOp**) has been established by the Pharmaceutical Society of Ireland (**PSI, The Pharmacy Regulator**) to oversee the implementation of the new continuing professional development (CPD) system in Ireland. This includes the procurement and accreditation of CPD programmes for the pharmacy profession.

The Royal College of Surgeons in Ireland (RCSI) has been awarded a four year contract by the PSI to manage the IIOp on its behalf.

Accreditation of Training Programmes for Pharmacists

Accreditation is the process in which a Provider submits to an in depth analysis to determine its compliance with the PSI's Generic Interim Accreditation Standards for Formal Programmes of Learning for Pharmacy in Ireland (www.thepsi.ie) and other criteria specified by the IIOp, for the purposes of ensuring appropriate ongoing quality and risk management of all accredited programmes.

Accreditation of training courses will involve a number of stages as follows:

- Stage 1: Internal Review by Provider
- Stage 2: Validation of Application by the IIOp
- Stage 3: Independent External Review by Peer Reviewers
- Stage 4: Meeting and recommendations of the accreditation team
- Stage 5: Sign-off by Executive Director of the IIOp
- Stage 6: Approval by the Council of the PSI

Peer review ensures that appropriate content, qualified personnel and adequate resources are in place to meet the accreditation criteria. It also ensures that appropriate policies and procedures are in place for the programme to identify risks to programme quality and to manage such risks on an ongoing basis to protect participants and the public.

Expressions of Interest

The Irish Institute of Pharmacy (IIOp) has issued a call for Expressions of Interest from pharmacists and other professionals to join a panel of peer reviewers (the Peer Review Panel). The Peer Review Panel will be maintained by the IIOp to ensure availability of appropriate expertise to assess applications for accreditation of CPD programmes.

All applications for accreditation will be assessed by an accreditation team which will be appointed by the Executive Director of the IIOp.

The accreditation team will comprise at least one peer reviewer with expertise in relation to the subject matter content. At least one peer reviewer will be a pharmacist with practical experience related to the subject area. One reviewer will have an appropriate level of

competence in quality and risk management. The Accreditation Team should include a patient advocate and public interest member, as appropriate.

The responsibilities of the accreditation team are:

- to ensure that appropriate content, qualified personnel and adequate governance structures and resources are in place to meet the accreditation criteria
- to ensure that appropriate policies and procedures are in place for the programme to identify risks to programme quality and to manage such risks on an ongoing basis in order to protect participants and the public.
- to issue recommendations for approval of seasonal influenza vaccination training programmes and
- to identify opportunities to advance CPD standards and to continually improve the IIOIP's accreditation processes.

The IIOIP will provide appropriate resources and training to peer reviewers to support the assessment.

Peer reviewers may be required to meet together (the accreditation team) to discuss each application and to agree a recommendation for accreditation/non-accreditation. Providers may be called to meet the accreditation team to present on aspects of their programme and/or to clarify issues raised by members of the team.

Interested persons are asked to submit their CV and register their interest with the IIOIP by **21st Nov 2014**. Queries relating to this EoI should be addressed in writing to Mr. Hugh Carroll, Accreditation Co-ordinator email: info@iioip.ie