Supervision in Community Pharmacy

Nominal Group Discussion information

You are being invited to take part in a research study about supervision in pharmacy. Before you decide whether to take part, it is important for you to understand why the research is being done and what it will involve. Please take time to read the following information carefully. Discuss it with others if you wish. If there is anything that is not clear, or if you would like to receive more information, please feel free to contact the research team using the contact details below.

What is the purpose of the study?
This study aims to investigate current arrangements for supervision, role delegation and skill mix in pharmacy and to seek stakeholder views on potential changes to supervision requirements and perceived risk levels associated with different types of pharmacy activities and services. To understand pharmacy stakeholders’ views and to further inform the development of this research study, the research team is conducting a series of stakeholder discussion groups – called nominal group discussions.

Why have I been chosen?
We are interested to hear the views of pharmacists, pharmacy technicians, pharmacy support staff and other pharmacy stakeholders who, by nature of their professional role, have an interest in or involvement with supervision arrangements in pharmacy. The project is primarily focused on supervision arrangements in community pharmacy, but we also wish to involve pharmacists and pharmacy support staff working in hospital pharmacy, as experiences of supervision in the hospital setting may usefully inform the development of supervision arrangements in community pharmacy.

What will happen to me if I take part?
You are being invited to attend a group discussion with about eight others, who have similar roles to you. This will take place at a time and place convenient for you and will last no longer than two hours. Nominal groups are similar to focus groups but run in a fairly structured manner and involve the following stages:

1) Introduction to the topic by the facilitators and presentation of the question for the group to consider
2) Silent generation of ideas – each participant spends 15 minutes writing down their thoughts about the question
3) Round-robin feedback from group members – ideas are recorded on a flip-chart
4) Group discussion about each idea in turn
5) Individual voting and ranking of ideas
6) Feedback on results, further discussion and re-voting

The discussion will be facilitated by two experienced researchers from the University of Manchester; it will be audio recorded, following your written consent. The audio recording will be transcribed at a later date and then retained securely by the research team until after the publication of the final research report.

A break for refreshments will be taken during the session and each participant will receive £20 in gift vouchers to thank them for taking part.
It will be a good opportunity to meet colleagues and discuss the important topic of supervision in pharmacy.

**Will my taking part in this study be kept confidential?**
Your participation in the study will be kept confidential. All data will be anonymised (all names and identifying particulars will be removed).

**Do I have to take part?**
No, participation is entirely voluntary. If you do wish to take part, you will be asked to sign a consent form. During the nominal group discussion you are free to leave the discussion at any time, without giving a reason. However, if you do decide to withdraw from the study, you should be aware that it will not be possible to remove any contributions you have already made to the group discussion and data collected by the research team.

**What if there is a problem?**
If you have any concerns about any aspect of this study, you should speak with the researcher who will do their best to answer your questions (please see contact details below).

If you remain unhappy and wish to complain formally, you can contact the University Research Office on 0161 275 7583. This contact is independent of the research team.

**What will happen to the results of the research study?**
The results of the study will be analysed and included in a report to the research funders, published in professional and academic journals and at conferences. You will not be identified in the data used and published.

**Who has funded the study?**
The study is funded by The Pharmaceutical Trust for Educational and Charitable Objects (PTECO).

**Who has reviewed the study?**
This study has been externally reviewed and approved by the University Research Ethics Committee 1, at the University of Manchester (ref 11375).

**Contact details for further information**
If you wish to ask any questions about this study before deciding to take part, please do not hesitate to contact the research team at:

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