

Clinical Adviser: Role and person specification

Contents

Introduction	2
Main purpose of the role	2
Responsibilities of the role	3
Eligibility/Conflicts of interest.....	3
Knowledge, experience, essential and desirable criteria.....	3
Terms of office	4
The Nolan Principles	4
GPhC Associate workers	5

Introduction

The General Pharmaceutical Council (GPhC) is the independent regulator for pharmacists, pharmacy technicians and pharmacy premises in Great Britain. It is our job to protect, promote and maintain the health, safety and wellbeing of members of the public by upholding standards and public trust in pharmacy.

Our principal functions include:

1. Approving qualifications for pharmacists and pharmacy technicians and accrediting education and training providers;
2. Maintaining a register of pharmacists, pharmacy technicians and pharmacy premises;
3. Setting standards for conduct, ethics, proficiency, education and training, and continuing professional development (CPD);
4. Establishing and promoting standards for the safe and effective practice of pharmacy at registered pharmacies;
5. Establishing fitness to practise requirements, monitoring pharmacy professionals' fitness to practise and dealing fairly and proportionately with concerns.

The General Pharmaceutical Council (GPhC) has three Statutory Committees; the Investigating Committee, the Fitness to Practise Committee and the Registration Appeals Committee. The Investigating Committee considers allegations that a Registrant's fitness to practise is impaired and decides whether to refer the case to the Fitness to Practise Committee for a full enquiry.

The Fitness to Practise Committee hears cases where a Registrant's fitness to practise is in question, considers allegations, hears oral evidence, and takes decisions including sanctions or advice. The Registration Appeals Committee considers appeals against decisions relating to applications for registration.

Our Investigating Committee meetings take place remotely and our Fitness to Practice Committee hearings take place both remotely and in-person at our offices in Canary Wharf.

Main purpose of the role

Clinical Advisers are registered psychiatrists who advise the Committee on any issues within their area of medical expertise, and to intervene if there is a possibility of a mistake being made. They should answer questions the Committee have about medical conditions or health-related matters that apply to the case.

The Clinical Adviser should not make a diagnosis, dispute the diagnosis of a medical practitioner who has examined the Registrant, nor give an opinion about the Registrant's fitness to practise. The Clinical Adviser should comment/advise on only the medical evidence available – answering specific medical questions and giving advice about the nature, consequences and natural progress of the medical condition disclosed by the expert reports or medical records. They must not take part in the decision-making of the Committee.

Responsibilities of the role

- Read and assimilate papers before hearings;
- Attend hearings and meetings of the Statutory Committees, to advise the Committee as they consider allegations against Registrant's where physical or mental health is under consideration;
- Consider reports submitted by the GPhC's Medical Assessors after the latter have assessed Registrant's (pharmacists or pharmacy technicians) at interview, their medical records and/or analysis of results of any samples tested;
- Intervene if there is a possibility of a mistake being made regarding the mental or physical health of the Registrant.

Eligibility/Conflicts of interest

To be eligible to apply for this role, you need to be a currently registered psychiatrist with a license to practise within Great Britain. You will also be required to be a member of your relevant Royal College.

Due to the nature of this role, you may have a potential or perceived conflict of interest. Conflicts of interest are managed on a case-by-case basis. If you feel you may have a conflict of interest that may keep you from applying for this role, please contact the Associates and Partners team at A&P@Pharmacyregulation.org and the team will advise you.

Knowledge, experience, essential and desirable criteria

Essential knowledges and skills

- Currently registered psychiatrist with a license to practise in Great Britain and significant practising experience.
- Membership of the relevant Royal College and significant experience in the relevant speciality.
- Experience of evaluating evidence and providing objective and unbiased opinion.
- Experience of working collaboratively with a broad range of people.
- Good communication, intellectual and analytical ability.
- Have regard to organisational EDI culture and policies.

Desirable knowledge and skills

- Experience of giving advice to tribunals or a similar body.

Terms of office and remuneration

The appointments will be for a period of four years in the first instance.

This role will be remunerated, with expenses covered in line with our GPhC's Associate and Partners Expenses Policy.

Daily attendance fee: **£406.80 per day (£203.80 ½ day)**

Training day attendance: **£228.82 per day (£114.41 ½ day)**

Ways of working

Clinical Advisers are drawn from a pool to advise Statutory Committees considering a case, subject to availability and case workflow at the GPhC's discretion. The number of days' commitment is dependent on the number of meetings or hearings taking place where advice is needed.

Please note that a guarantee of a minimum number of days attendance during the appointment period cannot be given. In addition, the GPhC is not obliged to offer you work under this agreement.

Clinical Advisers will be expected to attend both in-person and remote hearings when required. Our in-person hearings take place at our offices in Canary Wharf.

Confidentiality

Clinical Advisers must always maintain confidentiality. Clinical Advisers **must not**:

- Share any confidential information gained from sitting on a GPhC hearing or whilst carrying out work on behalf of the GPhC.
- Speak on behalf of the GPhC or comment publicly on its work or a case. This includes communication in written form and via social media.
- Discuss the work of the GPhC with anyone other than fellow Committee Members or with the administrator of the work given to Clinical Advisers.

The Nolan Principles

The Seven Principles of Public Life (also known as the Nolan Principles) apply to anyone who works as a public officeholder. This includes all those who are elected or appointed to public office, nationally and locally, and all people appointed to work in the Civil Service, local government, the police, courts and probation services, non-departmental public bodies (NDPBs), and in the health, education, social and care services.

GPhC Associate workers

Clinical Advisers are associate workers of the GPhC. As such they are bound by the GPhC's:

- *Values, conduct and behaviours for the Council members, GPhC associates & partners;*
- *Standard of education and training for Council members and GPhC associates; and*
- *Standard of attendance at meetings for Council members and GPhC associates.*

These documents are available on request.