**Supporting Pharmacy First- ENT Clinical assessment skills workshop**

In collaboration with CPPE, we are offering a face-to-face Pharmacy First ENT Clinical assessment skills workshop for community pharmacists working in Norfolk and Waveney ICS. The workshop details are (both workshops are identical, please book one only):

**Date:** . Sunday 25 February 2024

**Venue: Queen’s Hill Community Centre, Poethlyn Drive, Queen’s Hills NR8 5BP, Room- Dinneen Hall**

**Time: 9.30am-12.45pm**

**Keycode for booking: ENTN25A**

**Booking reference:**

**Date:** . Sunday 25 February 2024

**Venue: Queen’s Hill Community Centre, Poethlyn Drive, Queen’s Hills NR8 5BP, Room- Dinneen Hall**

**Time: 1.45pm-5.00pm**

**Keycode for booking: ENTN25P**

**Booking reference:**

**Booking process**

Visit the Book a workshop (cppe.ac.uk)  page on the CPPE website  - Pharmacy First Ear, Nose and Throat clinical assessment skills workshop  

Click on the Choose event button and there will be a list of all events taking place across the country.

Scroll down to find the Queen’s Hills Community Centre events and select either the morning or afternoon workshop.

Type in the relevant key code for the selected session. These codes are specific for the Queen’s Hills Community Centre events and they cannot be used to book any other event.

**Information about workshop**

*The aim of this workshop is to develop the clinical assessment skills of pharmacy professionals working in community pharmacy to assess patients with ear, nose, and throat presentations.*

The workshop will provide an overview of ENT anatomy and the type of ENT presentations that might present in community pharmacy, as well as providing an opportunity to practice ear, nose, and throat examination skills with support from a medic and clinical demonstrator.  The workshop should enable people to:

* apply a person-centred approach to ear, nose and throat history taking
* describe ear, nose and throat examinations
* describe the significance of ear, nose and throat red flags
* identify when it is appropriate to refer patients on to an alternative healthcare provider, such as a GP.

***You will need to bring along your own otoscope to use during the workshop****– this is important to ensure that you have adequate time available to practice examination skills and become familiar with your own equipment.*

The Pharmacy First service specification contains information about the required features for purchasing equipment.

For further information about Pharmacy First and supporting resources eg. the self assessment framework and service specification, visit the CPPE NHS Pharmacy First learning gateway page at <https://www.cppe.ac.uk/services/pharmacy-first/default>.

At least 4 weeks before the event the lead tutor will email participants registered for the workshop with pre-work and further details of the event. Participants can also access the learning materials at the time of booking from their pending bookings on the CPPE website.

We look forward to seeing you there and supporting you in delivering the Pharmacy First service

**Details for commissioners**

**Venue details and room layout**

In terms of the venues - Can we ask that we have access to the rooms at the venue on the day from at least 8:30am – this will give us enough time to set up and prepare.

The timing of the event itself will be 9:30 -12:45pm and we will suggest participants arrive from 9am for a prompt start. If you intend to do an introduction before the workshop starts in the morning, the facilitators may need additional help setting up the room so they are ready before the introduction start time.

If you intend to do an introduction in the afternoon, again, the facilitators may need help with re setting of the room after the morning session. They will need to have lunch which may extend into the introduction session by the commissioners. CPPE facilitators could have lunch in turn so there is at least one facilitator in the room during room set up and participant registration.

For the event itself we recommend a room layout of tables cabaret style with 6-8 sitting on each table. We will need 4 chairs at front / side of room for the CPPE tutors and medic and clinical demonstrator. We will also need several tables at the back of room or sides to hold some of the equipment. Nearer the time we will need to confirm audio visual equipment, which will include a projector and screen. We do need connection to sound but can bring speakers if needed. A flipchart with marker pens is also required.

The lead tutor, Oliver (Oli) Jones can perhaps liaise with the venue nearer the time to finalise details if they can be provided with contact details.

**Facilitator details**

CPPE: Oliver (Oli) Jones [Oliver.jones@cppe.ac.uk](mailto:Oliver.jones@cppe.ac.uk)

CPPE: Chandni Gadher [Chandni.gadher@cppe.ac.uk](mailto:Chandni.gadher@cppe.ac.uk)

Clinical demonstrator: Wendy Chau

Medical speaker: Dr. Nathan Estall

**Event registration**

As the commissioner, you will manage event marketing and distribution of key codes for workshop booking. The CPPE Facilitators need a named contact to provide an update on registration numbers and to refer people to regarding requests for key codes. CPPE facilitators will not share key codes without your consent as we cannot confirm eligibility. Please confirm the named contact. We will support marketing of the event on request.