



THE EUROPEAN SUMMIT ON HOSPITAL PHARMACY

*A GUIDE TO THE CONSULTATION PROCESS*

OCTOBER 2013

## What is the intended purpose of the Summit's statements of practice?

[The European Summit on Hospital Pharmacy](#) brings together hospital pharmacists and its primary stakeholders to decide fundamental statements of practice that will guide the future development of hospital pharmacy in Europe. The statements will form the basis of EAHP's practice development activity and be a key source for national level benchmarking and service improvement efforts across Europe.

As a result of the statements, and focused activity devoted to their implementation, standards of practice and quality of care in relation to medicines use in hospitals are expected to be raised throughout Europe. The final beneficiary of the Summit statements, and their achievement in many countries, is the standard of service and care received by patients in hospitals.

With this in mind, an EAHP working group, made of hospital pharmacists from across Europe, has throughout 2013 developed 48 draft statements of practice across 6 areas:

1. introductory statements and governance;
2. selection, procurement and distribution;
3. production and compounding;

4. clinical services;
5. patient safety and quality assurance; and,
6. education and research.

The working group took as its starting basis the 2008 *FIP Global Statements on Hospital Pharmacy Practice* ([‘the Basel Statements’](#)), considering their applicability for the European context, developments in practice since 2008, and the particular ambitions and priorities for the European hospital pharmacy profession.

In advance of the European Summit on Hospital Pharmacy (14-15 May 2013) EAHP is now embarking on a multi-stage process of testing and consultation with its member associations and others.

The Summit will complete the process with final voting and ratification of statements.

## Why is EAHP conducting pre-Summit consultation?

In view of the long term utility of the Summit statements, and the intended development activities arising from them, it is important that the Summit statements:

- reflect and take account of the diversity in hospital systems and health scenarios that exists across Europe’s many heterogeneous countries;
- have benefitted from robust scrutiny and testing for their applicability, achievability and desirability;
- have received and appropriately reflected the input not only of the hospital pharmacy profession itself, but those whom the statements serve the most: patients and fellow healthcare professionals who work in cooperation with hospital pharmacists; and,
- have acceptance and recognition across Europe and beyond as being well-established practice benchmarks reflecting both hospital pharmacist, health system and patient ambitions for future service delivery.



Only through a process of consultation can the diversity of practice scenarios, the variety of stakeholder priorities, and the aspirations of all concerned be captured and reflected in a manner that stands up to scrutiny.

# What is EAHP's process of consulting on statements?

EAHP's intended process of consultation has the following stages:

## Initial testing with members and input from observers

*(24 October – 7 November 2013)*

EAHP's 34 member countries, alongside organisations invited to be observers at the Summit, will be asked to test and evaluate the draft statements on hospital pharmacy practice concluded by Summit Working Group 2. It should be noted, this initial consultation does not form part of the formal Delphi process.

Organisations invited to be observers at the Summit include representatives of community pharmacy, international pharmacy organisations, students, regulatory bodies, pan-European pharmaceutical industry associations, research organisations, academia, health insurers, hospital managers and health system planners.

Whilst responses will be kept anonymous, there will be opportunities for EAHP member associations to see the responses of observer organisations (who will also appear anonymously), and vice-versa.

The purposes of this initial consultation are:

- to conduct an evaluation of the draft statements on hospital pharmacy practice with EAHP's membership in advance of launching the formal independently moderated and evaluated Delphi process consultation on 15th November 2013; and,
- to enable observer stakeholders to give an input and their opinions on the prospective Summit statement areas in advance of the event recognising that such organisations will not have a voting role at the Summit or during the Delphi process.

## Delphi round 1 *(15 November – 8 December 2013)*

An independently moderated and evaluated consultation process will commence with all voting participants in the European Summit on Hospital Pharmacy (i.e. hospital pharmacists, other healthcare professionals, and patients). The process will accord with Delphi consensus finding principles, including anonymity in contributions and comments, independent facilitation and evaluation, and opportunity to amend opinion based on the contributions of others.

## Delphi round 2 *(13 January – 3 February 2014)*

Informed by previous responses, the second formal round of Delphi consultation will seek to narrow difference of opinion and be a final basis for informing and focusing proceedings at the May 2014 Summit, at which event facilitators seek to achieve a conclusive consensus on statements of practice for hospital pharmacy in Europe.

# What is the Delphi consensus finding method?

The Delphi process describes a research technique that encourages expression of different views in an attempt to move towards consensus on any given topic. An essential premise of the Delphi method is the assumption that group opinion is more valid than individual opinion. It typically consists of several rounds of consultation aimed at leading to a final position of group consensus. After each round, an anonymous summary of participant responses from the previous round is provided.

Typically in a Delphi process all participants remain anonymous. Their identity is not revealed, even after the completion of the final report. This prevents the authority, personality, or reputation of some participants from dominating others in the process. It is also designed to minimise the 'bandwagon effect' or 'halo effect', encourage free expression of opinions and open critique, and facilitates admission of errors when revising earlier judgments.

EAHP considers the Delphi consensus finding method to be an adaptable tried-and-tested technique for the purpose of building consensus towards agreed statements on hospital pharmacy practice.

## The Delphi method & pre-Summit consultation

The Summit's two rounds of online Delphi consultation will:

- **be anonymous;**

Each organisation will receive a unique username and password to the online portal. The identity of comments submitted will be kept anonymous in the displayed portal interface.

Whilst moderators will have access to view all comments, only the external software company (SynMind) will hold records of the associations and their identifying code in the interface. Synmind will play no part in moderation and evaluation of the comments received.

- **be independently moderated and evaluated;**

The online moderators will not be directly linked to any of the participating associations or EAHP.

- **be enabled to allow participants to view, and be informed, by the comments of others; and,**
- **build round by round towards stronger consensus**

## Consultation process contacts

If you have any technical enquires during the consultation or Delphi process please contact SynMind directly Caroline de Roos ([caroline.deroos@synmind.nl](mailto:caroline.deroos@synmind.nl) )

If you have any questions regarding the consultation process please contact David Preece ([david.preece@eahp.eu](mailto:david.preece@eahp.eu)).