

# **CALL FOR EXPRESSIONS OF INTEREST FOR Increasing Community Pharmacy Involvement in the Prevention of Cardiovascular Disease**

## **COMMITTEE/ADVISORY GROUP SEEKING REPRESENTATION:**

***Pharmacy Guild of Australia***

## **COMMITTEE TERMS OF REFERENCE OR OBJECTIVES:**

The Fourth Community Pharmacy Agreement Research and Development Program has commissioned a project titled "Increasing community pharmacy involvement in the prevention of cardiovascular disease", this was done through a Request for Tender (RFT) process. The purpose of the research is to propose, trial and evaluate the delivery of a service provided by community pharmacists to monitor compliance to blood pressure medication with the view of assisting customers reach target blood pressure levels. The closing date for applications is Friday 6<sup>th</sup> June.

The R&D Steering Committee has endorsed the membership of the Advisory Panel responsible for the selection and ongoing management of the project and I am currently undertaking the process of confirming the membership of the Advisory Panel, as well as meeting dates for the panel.

Membership of Advisory Panels is determined by the R&D Steering Committee, with a R&D Steering Committee representative as Chair. The purpose of Advisory Panels as outlined in the terms of reference is to:

1. assess applications for R&D funding in accordance with the agreed selection criteria;
2. select the preferred applicant/s;
3. provide ongoing expert advice and support to successful applicants throughout the term of the project
4. consider and if satisfied approve the interim and final reports; and
5. provide advice and support to the R&D Program Manager and the R&D Steering Committee on the selection process and outcomes, and the progress and outcomes of each project.

The endorsed membership is:

- PPSAC R&D Steering Committee
- The Pharmacy Guild of Australia (Guild)
- Pharmaceutical Society of Australia (PSA)
- Australian Government Department of Health and Ageing (DoHA)
- National Heart Foundation
- Community Pharmacist
- Consumer
- Australian General Practice Network (AGPN)

Generally, the majority of the workload is at the beginning (selection) and the end (acceptance of the final report) of the process.

***I have attached Terms of Reference for your information***

## **Selection Criteria:**

AGPN is currently seeking a representative from within the Network to sit on the committee.

Potential applicants are required to meet the following eligibility criteria:

- Membership of the Divisions of General Practice Network
- Currently be a General Practitioner
- Experience/Interested in cardiovascular disease management

**DOCUMENTATION REQUIRED:****Division nominees:**

Nominees to the position will be required to demonstrate or outline the following in their application:

- Proven experience or interest in the management/prevention of cardiovascular (one page maximum).
- Steering Group Representation on a cardiovascular disease/prevention Project (National/Local level)
- Research Involvement at National/Local level
- Association with the Divisions of General Practice Network

**TERM OF APPOINTMENT:**

- June 2008 – January 2010

**COMMITMENT REQUIRED:**

The indicative work load and associated timing is:

- **Mid – Late June** select successful applicant (face-to-face meeting)
- Approximately 1 week later acceptance of draft minutes (email)
- Approximately 2 weeks after selection, initiate project with successful tender (face-to-face meeting)
- Periodically (approximately 6 monthly) between commencement and submission of draft report, consideration and acceptance of interim reports (email or face-to-face)
- September 2009 and January 2010 consideration and acceptance of draft final and/or revised final reports (face-to-face and/or email if required).

**ENTITLEMENTS:**

- Sitting fee TBA
- Travel and accommodation costs (where appropriate)

**CONTACT:**

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**CLOSE OF NOMINATIONS:**

**COB – 15 May 2008**