General Pharmaceutical Council

Guide to information

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Introduction

This guide sets out the information we make routinely available to meet our commitments under the Model Publication Scheme for Health Regulators, published by the Information Commissioner's Office.

Unless stated otherwise, the information is freely **available on our website.**

If you have any questions about the guide, or would like information not listed here, please contact us:

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Who we are and what we do

- **Who we are**
- **Our location**
- **How to contact us**
- **The GPhC Council**
- **GPhC Council Members**
- **Senior Leadership Group**
- **The GPhC in Scotland**
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- **Other GPhC Committees**
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- **Our main work**
- **Legislation relevant to our functions**
- **Pharmacy Order 2010 and Rules**
- **Organisations we work with**
- **Research**
- **Working for the GPhC**

What we spend and how we spend it

- Budgets are set out annually **in Council papers** – the latest **is February 2022**
- Council members' pay and expenses are published in **our annual reports**
- Our financial statements are published in **our annual reports**
- We procure a range of goods and services, which are usually advertised via **Tenders Electronic Daily website**
- Records of spend over £25'000 will appear quarterly in the **Council Papers**

What our priorities are and how we are doing

- **Vision 2030, strategic and business plans for 2020-25**
- Performance monitoring reports are published in **Council papers**
- **Previous strategic and corporate plans**
- **Annual reports**
- **Annual fitness to practise reports** (these are contained in our annual reports above)

How we make decisions

- **Consultations**
- **Council meetings and reports**
- **Concerns and fitness to practise**
- **Fitness to practise determinations search**
- **Our approach to inspections**
- **Approval process for education and training providers**

Our policies and procedures

Customer service

- **Customer service feedback and complaints procedure**

Equality, diversity, and inclusion

- **Equality, diversity, and inclusion**

Information policies

- **Freedom of Information requests**
- **Privacy policy**
- **Publication scheme**
- **Publication and disclosure policy**
- **Third party research policy**

Education and registration

- **Approval process for education and training providers**
- **Brexit: information for pharmacy professionals and pharmacy owners**
- **Changes to your registration**
- **Education and training requirements for the pharmacy team**
- **Language and indemnity requirements**

- **Pharmacist foundation training scheme**

- **Registration process**

- **Registration renewal process**

- **Revalidation**

- **Registration restoration process**

- **Decisions about your registration and making an appeal**

Concerns and hearings

- **Concerns procedure**

- **Enforcement action**

- **Fitness to Practise Committee procedure**

- **Improvement action**

- **Investigating concerns**

- **Investigating Committee procedure**

Inspections

- **Inspecting registered pharmacies**

- **Pharmacy inspection reports**

Lists and registers

- **Registers of pharmacists, pharmacy technicians and pharmacies**

- **Provisional registration for pharmacists**

- **Temporary register during COVID-19 emergency**

- **Data Subscription Service** - daily updates to GPhC registers (charges and conditions apply – see licence agreement and order form)

- **GPhC registers trend data**

- **Pharmacy inspection reports**

- **Accredited courses and course providers** for pharmacy professionals

- **Gift and hospitality register**

- **Register of interests – Council**

- **Register of interests – other committee members**

The services we offer

- **Education and training**

- **Current news and news archive**

- **Get involved** – take part in our consultations

- **Hearings schedule**

- **Inspection**

- **Internet Pharmacy logo**

- **Registration**

- **Revalidation**

- **Regulate** – news for pharmacy professionals and **Chief Executive's blog**

- **Report a concern** – how to report a concern or complaint about a pharmacy professional or registered pharmacy

- **Standards and guidance for pharmacy professionals**

- **Standards for registered pharmacies**

- **Standards for initial education and training – pharmacists**

- **Standards for initial education and training – pharmacy technicians**