Professional development plan and cycle

Development goals	
1.	Be able to use SQL to create reports and analyse information in Pharmacy systems (ePharmacy and MedChart)
2.	Acquire the relevant knowledge to be able to run an education session on Official Information Acts requests for peer colleagues in Medication Safety team. (Note: this specific goal is a subgoal of the overall development plan to increase knowledge of Data governance which runs over a >12 month period)

My development goal			
1. Be able to use SQL to create reports and analyse information in Pharmacy systems (ePharmacy and MedChart)			
How have I identified this area / why is it important (Optional)			
The pharmacy systems include limited reporting within the software. There is much more information captured during the transaction use of these systems which is stored in the database. This data is split into different tables. SQL allows tables to be linked and queries run. Initial case: clinical decision support in X program isn't able to be reported, we would like to know how often it is overridden and for what reasons so we can fine tune.			
Actions I will take What will I do to develop the behaviour, attitude, knowledge or skill? Consider workplace learning, what coaching might be valuable as well as courses or study	**Resources / support** What resources will I need to do this? ($, time, access to other people)	**Timescales** When do I want to have this done by?	**Feedback / comments on progress** What progress have I made? You may wish to date these and include any examples from your practice or a reflection on your learning
• Have in-person discussion with Ms X (in house specialist in SQL) to discuss how she uses SQL and also any resources she recommends • Solo learn and other online learning • Textbooks (Dummies guide to SQL) • Other online learning • Sandbox practice area?? To be investigated	There is free online tutorials and learning but may need a specialist course – to revisit. Copy of textbook available at work Have discussed with in-house specialist some time to be set aside for teaching	6 months	Month 1 – Appointment booked with Ms X. Month 2 - Had both an initial discussion and then some training with Ms X. Identified a test server where I can practice "Select" queries without making changes to data. Month 4 – Opportunity to practice based on real life example – can we identify which active drug packs have a certain CAL label? Managed to create a basic query.

			Learning points: - was easy to find online information about certain operators.
			Inappropriately returned a large number of results because didn't filter for active packs and organisation.
			Month 7 – have had opportunity to create 3 SQL reports as part of work opportunities.
			- Which pack codes have a specific transaction message for Med Safety (dispensing system) - Vancomycin prescribing and indications for Infectious Diseases Registrar (prescribing system) - How many PRN items have an indication for own knowledge - inspired by previous enquiry (prescribing system)
			Have successfully achieved goal.

My development goal			
2. Acquire the relevant knowledge to be able to run a 30 minutes education session on Official Information Acts requests for peer colleagues in Medication Safety team. Note: Development goal does not include the teaching/pedagogy aspects of delivering the learning session as not currently a development focus			

How have I identified this area / why is it important (Optional)			
Required to provide a learning session to peer colleagues once a year. In the last few months have received OIA requests which required pharmacy data to complete. Have learned a little bit about OIA during this process but not enough to confidently teach to others. As part of this it learning it will also improve/expand/solidify my OIA knowledge which should make me more efficient in answering them in the future.			

Actions I will take What will I do to develop the behaviour, attitude, knowledge or skill? Consider workplace learning, what coaching might be valuable as well as courses or study	Resources / support What resources will I need to do this? ($, time, access to other people)	Timescales When do I want to have this done by?	Feedback / comments on progress What progress have I made? You may wish to date these and include any examples from your practice or a reflection on your learning
• Retrieve previously done OIA requests to find contact details of who sends them. Contact that person to find out any potential resources not already identified. • Search department and organisation documents to find any specific OIA policies • Read the appropriate OIA legislation or governmental documentation regarding the legislation	Small amount of worktime can be allocated to the research but expected some will be done outside of work. NZ legislation is freely available online	3 months (Date of education session scheduled for xx/xx/2021)	Month 1 – Session date delayed by 1 month so time scale adjusted to 4 months. Month 2 – Found OIA intranet site which provides detailed information and both internal and external links. Also found that our organisation proactively publishes OIA response on public facing website with enquirer information redacted. Have been reading some of these to expand knowledge of breadth of enquire the workplace receives. Month 3 – Completed my reading of the OIA legislation and both governmental and organisation explanation. Asked colleagues about baseline knowledge (i.e. have you ever answered an OIA?) – nobody has answered one but interested in learning about the process. Reflection on learning: surprised at how

			many people can request an OIA and the number of organisations that are subject to them! The public website with responses very helpful for expanding my knowledge outside of the pharmacy context.
			Month 4 – session successfully delivered including interactive "lotto" concept of whether a hypothetical OIA request is valid.
			Positive feedback from attendees.