Aseptic Preparation and Dispensing of Medicines (APDM) course
Monday 2 – Thursday 5 July 2018

Course Director: Chris Watts, Guy's and St Thomas' NHS Foundation Trust
Course facilitator: Zoe Moorhouse, Royal Surrey County Hospital

Revised course programme

Monday 2 July 2018
Chairperson: Chris Watts, APDM Course Director

09.30 Registration and coffee
10.15 Introduction and aims of the course ‘Why are we here?’
   Chris Watts, APDM Course Director
10.30 (1) Overview of aseptic services now
   Rob Duncombe, The Christie NHS Foundation Trust, Manchester
11.25 (2) What can go wrong?
   Paul Tunstell, Pharmacy Aseptic Services Manager, Guy's and St Thomas' NHS Foundation Trust
12.10 (3) DISCUSSION GROUPS / Feedback
   Chris Watts, APDM Course Director, Paul Tunstell, Guy's and St Thomas' NHS Foundation Trust and
   Zoe Moorhouse, Lead Pharmacy Technician QA and Production, Royal Surrey County Hospital
13.00 Lunch
14.00 (4) How to prevent things going wrong
   Paul Tunstell, Pharmacy Aseptic Services Manager, Guy's and St Thomas' NHS Foundation Trust
14.45 Aseptic gowning workshop video
   Chris Watts, Guy's and St Thomas' NHS Foundation Trust and
   Zoe Moorhouse, Lead Pharmacy Technician QA and Production, Royal Surrey County Hospital
15.00 (5) Gowning workshop
   5a. Discuss the gowning video  5b. Discuss and decide best practice for the gowning process
15.30 Tea/Coffee
16.00 Gowning workshop feedback session
   Chris Watts, Guy's and St Thomas' NHS Foundation Trust and
   Zoe Moorhouse, Lead Pharmacy Technician QA and Production, Royal Surrey County Hospital
16.30 (6) Practical aspects of clean room gowning
   Zoe Moorhouse, Lead Pharmacy Technician QA and Production, Royal Surrey County Hospital
17.15 End of day one
19.00 Dinner (will be served at 19.00 – 19.45 in the Dining Room)
20.30 Optional ‘Quiz’ in the Lounge Bar for all delegates

There will be an exhibition of related products from the Pharmaceutical industry on day 2 and 3 of the course (Tuesday and Wednesday) and our exhibitors will be on hand during the refreshment and lunch breaks to answer any questions you may have.
Tuesday 3 July 2018
Chairperson: Chris Watts, APDM Course Director

09.00 (7) **Documentation in aseptic units**
Rufus Smith, Lead Pharmacist for Cancer and Technical Services, Yeovil District Hospital NHS Trust

10.00 (8) **Design and function of clean rooms**
Malcolm Thomas, Consultant Engineer

10.45 *Tea/Coffee and opening of exhibition*

11.15 (9) **Air handling**
Malcolm Thomas, Consultant Engineer

12.15 *Lunch and exhibition*

13.15 **DISCUSSION GROUPS**
(10) **Aseptic manipulation/preparation (GROUPS 7-12)**
Tim Sizer, Regional Pharmaceutical Quality Assurance Officer South West

(11) **Microbiological aspects of aseptic practice (GROUPS 1-6)**
Mark Oldcorne, QA Pharmacist, Wrexham Maelor Hospital

**TUESDAY DISCUSSION GROUPS PROGRAMME (13.15 to 17.30)**
(NB times are approximate, to allow flexibility in the workshop sessions. Tea/coffee will be taken at a convenient point)

<table>
<thead>
<tr>
<th>GROUPS 1-6</th>
<th>GROUPS 7-12</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MICROBIOLOGY</strong></td>
<td><strong>ASEPTIC PREPARATION PRINCIPLES</strong></td>
</tr>
<tr>
<td>(11a) Introduction to microbiology</td>
<td>(10a) Aseptic manipulation part 1</td>
</tr>
<tr>
<td>Group exercises M1 - Disinfectants</td>
<td>Group exercises T1 + Feedback</td>
</tr>
<tr>
<td>Feedback</td>
<td>(10b) Aseptic manipulation part 2</td>
</tr>
<tr>
<td><em>Tea/Coffee and exhibition 14.45 (20mins)</em></td>
<td><em>Tea/Coffee and exhibition 15.15 (20mins)</em></td>
</tr>
<tr>
<td>(11b) Micro-environmental monitoring</td>
<td>(10c) Particles – inspection and risk</td>
</tr>
<tr>
<td>Feedback</td>
<td>Group exercises T2 + Feedback</td>
</tr>
<tr>
<td>17.30 Session close: End of day two</td>
<td></td>
</tr>
<tr>
<td>19.00 Dinner (will be served at 19.00 – 19.45 in the Dining Room)</td>
<td></td>
</tr>
</tbody>
</table>

Wednesday 4 July 2018
Chairperson: Chris Watts, APDM Course Director

09.00 (12) **Practical considerations in the management of critical work stations**
Chris Watts, Guy's and St Thomas' NHS Foundation Trust

10.00 (13) **Hand preparation**
Tim Sizer, Regional Pharmaceutical Quality Assurance Officer South West

11.00 *Tea/Coffee and exhibition*

11.30 (14) **Gloves and gloving – properties and selection**
Mark Oldcorne, QA Pharmacist, Wrexham Maelor Hospital

12.00 (15) **Cleaning a clean room**
Laura-Jayne Keating, Principal Pharmacist QA/QC Cwm Taf University Health Board and Aneurin Bevan University Health Board

12.45 *Lunch and exhibition*

13.25 to 17.30 - **DISCUSSION GROUPS**

**Aseptic manipulation/preparation (GROUPS 1-6)**
Tim Sizer, Regional Pharmaceutical Quality Assurance Officer South West

**Microbiological aspects of aseptic practice (GROUPS 7-12)**
Mark Oldcorne, QA Pharmacist, Wrexham Maelor Hospital

**WEDNESDAY DISCUSSION GROUPS PROGRAMME (13.25 to 17.30)**
(NB times are approximate, to allow flexibility in the workshop sessions. Tea/coffee will be taken at a convenient point)

<table>
<thead>
<tr>
<th>GROUPS 7-12</th>
<th>GROUPS 1-6</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MICROBIOLOGY</strong></td>
<td><strong>ASEPTIC PREPARATION PRINCIPLES</strong></td>
</tr>
<tr>
<td>(11a) Introduction to microbiology</td>
<td>(10a) Aseptic manipulation part 1</td>
</tr>
<tr>
<td>Group exercises M1 - Disinfectants</td>
<td>Group exercises T1 + Feedback</td>
</tr>
<tr>
<td>Feedback</td>
<td>(10b) Aseptic manipulation part 2</td>
</tr>
<tr>
<td><em>Tea/Coffee and exhibition</em></td>
<td><em>Tea/Coffee and exhibition</em></td>
</tr>
<tr>
<td>(11b) Micro-environmental monitoring</td>
<td>(10c) Particles – inspection and risk</td>
</tr>
<tr>
<td>Feedback</td>
<td>Group exercises T2 + Feedback</td>
</tr>
<tr>
<td>17.30 Session close: End of day three</td>
<td></td>
</tr>
<tr>
<td>19:00 Coach departs Leeds Trinity University for course dinner</td>
<td></td>
</tr>
<tr>
<td>19.30 Course dinner – Leeds City Centre</td>
<td></td>
</tr>
<tr>
<td>22.30 First return coach</td>
<td></td>
</tr>
</tbody>
</table>
00.00  (Midnight) Second return coach
Thursday 5 July 2018
Chairperson: Chris Watts, APDM Course Director

09.30  (16) Personnel management issues in the aseptic suite
Stephen Sheehan, Barking, Havering and Redbridge University Hospitals NHS Trust

10.00  (17) Safe handling in aseptic preparation
Professor Graham Sewell, Head of School of Health Professions, Plymouth University

11.00  Tea/Coffee

11.15  (18) Training requirements
Tim Sizer, Regional Pharmaceutical Quality Assurance Officer South West

12.15  Closing remarks and summary of the course
Chris Watts, APDM Course Director

12.30  Close of course, issue of certificates and buffet lunch

Please note that, although the organisers remain devoted to the programme specified, they reserve the right to vary the programme in detail if required to do so by factors beyond their control.