



NOTRE DAME
OF MARYLAND
UNIVERSITY

SCHOOL OF PHARMACY

PHRD 703 – Advanced Community Pharmacy Practice Preceptor and Student Learning Agreement

This preceptor and student learning agreement should be reviewed at the start of the rotation. This document also contains a sample of the evaluation form the preceptor will complete at the midpoint and end of the rotation in E*Value. The preceptor and student should review the evaluation criterion and expectations for the rotation together and sign the learning agreement at the end of the document. Please be sure to complete the “Educational Activities” section with the appropriate educational activities and the percentage each activity is worth.

Rotation Description:

This rotation is a structured, full-time, 5-week patient care experience in community practice. It is designed to provide the student with the opportunity to develop and refine the skills necessary to deliver pharmaceutical care, with an emphasis on rational drug therapy and outcomes. Students will apply their didactic knowledge to various therapeutic issues and disease states encountered in clinical practice. Emphasis will be placed on problem-solving, critical thinking, patient counseling, application of clinical skills, and providing medication therapy management services to patients whenever possible. Opportunities for further development in the use of OTC, alternative therapies, and home diagnostic tests and monitoring systems and durable medical equipment will be provided. Issues related to reimbursement by third parties will be discussed. Skill development in the dispensing process, extemporaneous compounding (depending on the site) is an additional facet of the rotation. In addition, students are encouraged to broaden their existing competencies and incorporate their professional and personal goals into this rotation.

Rotation Objectives:

At the completion of this rotation, students will be able to:

Professionalism

- Display professional behavior when interacting with patients, caregivers, other health care professionals, and the public.
- Provide ethical patient care.
- Demonstrate the actions needed for life-long learning abilities.
- Lead the profession to promote safe medication use and improve health care.

Practice Management and Pharmacy Operations

- Perform professional activities in compliance with HIPAA.
- Comply with federal, state and local regulations that govern the practice of pharmacy.
- Discuss pharmacy management and operations issues.
- Discuss the roles and responsibilities of personnel necessary to effectively operate the pharmacy.
- Evaluate and fill a prescription in compliance with state and federal laws.
- Describe and evaluate the drug distribution system.
- Demonstrate proficiency in reading and understanding common medical terminology.
- Perform calculations required to compound, dispense and administer medications.
- Discuss drug and pharmacy service issues.
- Explain and participate in inventory management and purchasing including ordering, receiving, storing, and returning merchandise.

Patient Care and Communication

- Identify, retrieve, evaluate and apply scientific and clinical literature to patient care.
- Apply knowledge of biomedical and pharmaceutical sciences and evolving scientific technologies to make medication therapy decisions and improve patient outcome.
- Develop treatment plans to ensure optimal therapeutic and disease outcomes.
- Identify and resolve medication therapy problems.
- Provide individual and population-based care that considers the ethnic, cultural, socioeconomic, physical, and psychosocial influences on patient care outcomes.
- Promote public health regarding disease prevention and health maintenance through advocacy, education, and provision of health services.
- Counsel patients regarding drug therapy.
- Document patient care interventions.
- Communicate with patients, caregivers, health care professionals and the lay public to provide safe and optimal use of medications and related devices
- Demonstrate effective communication skills when interacting with diverse patient and professional populations.
- Explain how continuous quality improvement initiatives are utilized to improve and ensure quality patient care.
- Describe the roles and responsibilities of other members of the health care team.
- Demonstrate critical thinking skills to facilitate decision making.

Rotation Responsibilities:

Medication use and patient oriented activities: (70 % of grade)

- Medication use process
 - Fill prescriptions as per pharmacy policies and procedures in accordance with federal and state laws
 - Evaluate prescriptions for safety, efficacy, and compatibility with other medications.
 - Evaluate the drug distribution system to identify areas where errors can occur and determine strategies for prevention.
- Medication Therapy Management
 - Student must conduct a minimum of 15 patient interventions (app. 3 per week). At least 5 of these must be face to face interviews of patients with a comprehensive review of medications/profile.
 - Document these interventions using SOAP format or MTM core elements paperwork.
- Disease state management
 - Student must conduct a minimum of 5 disease state management intervention such as: (smoking cessation options, glucometer review, inhaler/peak flow meter review, how to take a blood pressure, treatment options for a specific disease state, etc)
- OTC consultations

- Student must conduct a minimum of 10-15 (app. 2 per week). Utilize the QuestScholar technique when obtaining information from the patient.
- Document these consultations using SOAP format.
- Patient counseling
 - Student should counsel all patients receiving a new medication with a minimum of 25 counseling sessions per rotation.
- Immunizations (if applicable)
 - Students must administer at least 5 immunizations per rotation (app. 1 per week)

Educational activities: (30% of grade)

- Prevention/wellness event (at least 1) – **(10% - template available)**
 - Student must determine the population served and most appropriate event to hold.
 - Prepare marketing materials and educational materials
 - Document the date, type of event, number of customers serviced, results found (e.g. record BP measurement if BP screening conducted)
- Brief patient case presentations (minimum of 2) – **(5% - template available)**
- Answer drug information questions requested by health care professionals. Document the response, whether the response is provide in writing or verbally, utilizing the drug information request form. **(5% - template available)**
- Administrative responsibility assignments
 - Student must discuss with or interview the preceptor on at least one or more of the following topics – **(5%)**
 - Inventory management
 - Medication error and reporting mechanisms
 - Personnel and labor utilization
 - Staff development
 - Medication safety
 - Generic utilization and wholesaler options
 - Other
- Other educational activities: **(5%)**

Preceptors may choose from the list below or add additional activities as deemed appropriate. Other activities and % of final grade should be discussed and determined at the beginning of the rotation.

- Disease state presentation
- Journal club
- Patient education materials
- Community presentations
- Other activities deemed appropriate by the preceptor

Rotation Evaluation:

Medication Use and Patient care responsibilities	70%	<i>(Utilize the competency assessment criteria)</i>
Educational activities	30%	

(Template evaluation tools are included in this manual or preceptors may choose to use their own templates)

*****Please list the educational activities and the associated percentage (%) and discuss with the student on the first day of rotation*****

PHRD 703 – ADVANCED COMMUNITY

COMPETENCY ASSESSMENT

Select a score within the evaluation range for each criterion. Students must obtain a final average score $\geq 70\%$ on this portion of the assessment to pass the rotation.

For your reference, the midpoint grades for this student have been populated in the fields below. Simply replace those values with their earned final grades.

PATIENT CARE RESPONSIBILITIES (70% of grade)

Knowledge Criteria

Assess the student on the following criteria based on the student’s stage of development during the Advanced Pharmacy Practice Experience year.

93-100	87-92	80-86	75-79	70-74	0 (a score of 0.01 must be entered in e-value for the system to perform an accurate calculation)
Outstanding	Proficient	Competent	Acceptable	Minimally Acceptable	Unacceptable
Infrequent knowledge deficits and learns material in a timely manner without preceptor assistance	Minimal deficits and learns material in a timely manner with minimal preceptor assistance	Some knowledge deficits and learns material in a timely manner with moderate preceptor assistance	Some knowledge deficits and learns material with consistent preceptor assistance	Significant knowledge deficits; requires constant preceptor assistance	Minimal knowledge despite repeated requests from preceptor to learn material

****N/A (Not applicable) – If criterion is not applicable, please simply leave it BLANK****

Questions (text field)	Entered (%) Grade by Preceptor
1. Identify the epidemiology and etiology of diseases.	
2. Discuss normal physiologic processes.	
3. Explain the pathophysiology of diseases	
4. Explain the pharmacologic actions (MOA, side effects, drug interactions, pharmacogenetics/pharmacogenomics) of drug therapy.	
5. Discuss the pharmacokinetic and pharmacodynamic effects of drug therapy.	

Skills Criteria

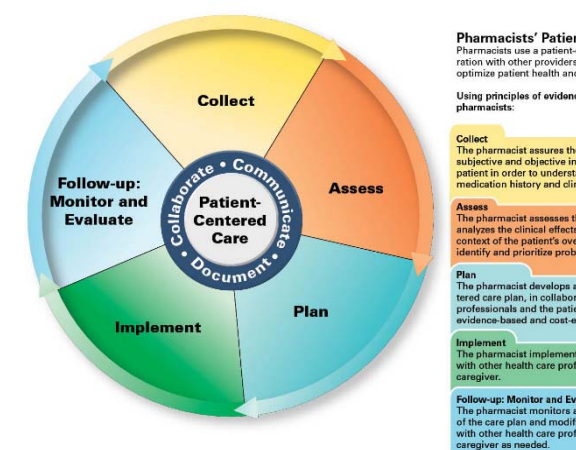
Assess the student on the following criteria based on the student's stage of development during the Advanced Pharmacy Practice Experience year.

93-100	87-92	80-86	75-79	70-74	0
Outstanding	Proficient	Competent	Acceptable	Minimally Acceptable	(a score of 0.01 must be entered in e-value for the system to perform an accurate calculation)
Independently performs the skill without preceptor assistance	Performs the skill with minimal preceptor assistance	Performs the skill with moderate preceptor assistance	Performs the skill with frequent preceptor assistance	Performs the skill only with consistent preceptor assistance	Unacceptable
Independently identifies and master skills without preceptor assistance					Unable to perform the skill despite consistent preceptor assistance

****N/A (Not applicable) – If criterion is not applicable, please simply leave it BLANK****

Skills Criteria: Patient-centered Care

Pharmacists' Patient Care Process (PPCP) – a 5-step process that utilizes a consistent, patient-centered approach in collaboration with other health care professionals on the health care team to optimize patient health and medication outcomes.



Questions (text field)

Entered (%)
Grade by
Preceptor

Collect

Assures the collection of necessary subjective and objective information about the patient in order to understand the relevant medical/medication history and clinical status of the patient. Information may be

gathered and verified from multiple sources including existing patient records, the patient, and other health care professionals.	
1. Collect and organize patient data to identify and resolve existing and potential medication therapy problems.	
2. Retrieve scientific and clinical literature to solve patient care problems and make evidence-based medication therapy decisions.	
Assess	
Assesses the information collected and analyzes the clinical effects of the patient's therapy in the context of the patient's overall health goals in order to identify and prioritize problems and achieve optimal care	
3. Develop a medical and medication therapy problem list.	
4. Interpret and evaluate patient and medication data to identify existing or potential medication therapy problems.	
5. Evaluate and apply scientific and clinical literature to solve patient care problems and make evidence-based medication therapy decisions.	
6. Explain the rationale and provide supporting evidence to justify the patient care plan.	
7. Utilize ethical principles in patient care decision making.	
8. Utilize the physical, mental and psychosocial factors that influence patient health in development of the patient care plan.	
9. Utilize relevant behavioral theories of health, illness, medication use, health literacy and cognitive abilities and apply these theories to the development of the patient care plan.	
Plan	
Develops an individualized patient-centered care plan, in collaboration with other health care professionals and the patient or caregiver that is evidence based and cost effective.	
10. Develop a patient-specific care plan utilizing evidence-based medicine. (prescription, non-prescription medications, complementary and alternative therapies, and dietary supplements).	
11. Develop a monitoring plan based on patient, disease, and drug-specific goals.	
Implement	
Implements the care plan in collaboration with other health care professionals and the patient care or caregiver.	
12. Educate patients regarding medications and related devices appropriate to the care plan.	
13. Implement the patient specific care plan.	
Follow-up	
Monitors and evaluates the effectiveness of the care plan and modifies the plan in collaboration with other health care professionals and the patient or caregiver as needed.	
14. Monitor and adjust patient care plan based on patient and drug-specific factors.	
Communication/Collaboration/Documentation are incorporated throughout the PPCP	
Communication	
15. Communicate clearly and effectively with patients, caregivers and the public using appropriate listening, verbal, non-verbal and written communication skills.	
16. Communicate clearly and effectively with health care professionals using appropriate listening, verbal, non-verbal and written communication skills.	
17. Demonstrates sensitivity to and adjustment of communication based on contextual or cultural factors (shows respect for different backgrounds; treats each person with respect; utilizes tools to assist in communication when available and applicable)	
18. Communicate with patients based on health literacy, literacy or cognitive abilities and use behavioral theories of health when appropriate.	
Collaboration	
19. Collaborate with other health care professionals to foster a team approach to care.	
20. Recognize the roles and responsibilities of the members of the healthcare team through the engagement of shared decision making.	
21. Integrate pharmacy practice within the inter-professional team to ensure patient care is safe and effective, continuous, and coordinated.	
Documentation	

22. Document patient interactions, interventions and outcomes in the patient profile or medical record to facilitate communication and collaboration with health care providers.

Skills Criteria: Systems Management

Questions (text field)	Grade Received (%)
23. Manage pharmacy operations <ul style="list-style-type: none"> Evaluate a pharmacy for ownership or management using principles of financial management and business indicators Apply principles of business planning to create a management plan that supports the implementation and provision of pharmaceutical care services, identifies and acquires necessary resources, and assures financial success of the practice Apply principles of systems planning and management to the development of pharmacist-managed, patient-centered pharmacy services 	
24. Manage provider relations <ul style="list-style-type: none"> Identify the key features of private and public payers of health care Describe the objectives of health insurance and managed health care programs Describe the role of public and private insurer, pharmaceutical industry, and managed care on health care delivery Compare the costs associated with insured vs. uninsured, and underinsured patients including the affordability and access of prescription drugs 	
25. Manage medication distribution and control systems <ul style="list-style-type: none"> Utilize inventory control concepts to develop and implement an inventory control system 	
26. Manage human resources <ul style="list-style-type: none"> Determine the organizational structure of the pharmacy Interpret state and federal regulations that affect personnel policies Understand the role of staffing plans in maintaining workforce productivity 	
27. Optimize physical and technological resources for optimal medication delivery <ul style="list-style-type: none"> Describe principles that influence the distribution of pharmaceutical products and services Evaluate a pharmacy's layout Design/redesign a pharmacy to maintain efficiency and enhances patient-focused care services Utilize automated medication storage and distribution systems 	
28. Manage medication use systems <ul style="list-style-type: none"> Participate in pharmacy system's process for reporting and managing medication errors and adverse drug reactions 	

Skills Criteria: Public Health

Questions (text field)	Grade Received (%)
29. Assess access to rational, safe, and cost-effective drug therapy and pharmaceutical care.	
30. Select and implement strategies to prevent or detect disease in the target population.	

Medication Use and Patient Care Responsibilities Grade (70% of total grade): _____

EDUCATIONAL ACTIVITIES (30% of total grade)

Please evaluate the students on the following educational activities. Please enter in all activities completed by students. Please type in the percentage points each assignment is worth and the final grade received. Below are required activities and the recommended percentage for each.

- Prevention/wellness event (at least 1) – **(10% - template available)**
 - Student must determine the population served and most appropriate event to hold
 - Prepare marketing materials and educational materials
 - Document the date, type of event, number of customers serviced, results found (e.g. record BP measurement if BP screening conducted)
- Brief patient case presentations (minimum of 2) – **(5% - template available)**
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 - Generic utilization and wholesaler options
 - Other
- Other educational activities: **(5%)**

Preceptors may choose from the list below or add additional activities as deemed appropriate. Other activities and % of final grade should be discussed and determined at the beginning of the rotation.

- Disease state presentation
- Journal club
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- Community presentations
- Other activities deemed appropriate by the preceptor

In the **"Percentage Assignment is Worth"** column, enter the percentage the assignment is worth. All items in the **"Percentage Assignment is Worth"** column should add up to 30%.

In the **"Grade Received"** column, enter what percentage of this assignment the student received. For example, if the "Percentage Assignment is Worth" column indicates that the assignment is worth 4% and the student earned 3 of those percentage points, you would enter 75% in the "Grade Received" column. If they earned all 4 percentage points, you would enter 100% in the "Grade Received" column.

Activities	Percentage Assignment is worth	Grade Received (%)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
(entered by preceptor)	(entered by preceptor)	(entered by preceptor)
	TOTAL = 30%	

Educational Activities Grade (30% of total grade): _____

I certify that my student completed all requirements for the Advanced Pharmacy Practice Experience.

Yes No

Midpoint Grade:

Midpoint Letter Grade:

Final Grade:

Final Letter Grade:

Final - Comments

*****Students must PASS a separate professionalism assessment with a mean score of ≥ 3.0 (no individual score < 2) in order to PASS the rotation*****

Preceptor and Student Learning Agreement Statement:

I have received the Preceptor and Student Learning Agreement and reviewed the assessment methods with my preceptor. I understand all methods by which I will be assessed in this rotation.

I understand all patient data reviewed or discussed during the rotation must be kept confidential. Cases should only be discussed with the preceptor or members of the health care team. Any breach of patient confidentiality, however minor, may result in failure of the rotation.

Student Name (Printed)

Student Signature

Date

Preceptor Name (Printed)

Preceptor Signature

Date