Institutional Introductory Pharmacy Practice Experience

Course Description: The Institutional Introductory Pharmacy Practice Experience (I-IPPE) consists of eighty (80) hours in an Institutional setting. Examples of Institutional IPPEs include: Hospital, Long Term Care, Correctional facilities, and Hospice.

Purpose: To expose students to the practice of institutional pharmacy, to provide the opportunity to explore the health care team approach to patient care, the role of pharmacists in professional decision making, and how the pharmacist and staff supports the well-being of the patient.

Goals: The competency based objectives in the I-IPPE should allow for the student to develop an understanding and appreciation for the profession of pharmacy as practiced in an institutional setting. The hallmark skills that would be enhanced are professionalism, knowledge, and attitude for patient care.

The I-IPPE should encourage for life-long learning, accountability, and responsibility. These skills will be fostered by:

- Mentorship
- Hands-on experiences with real patients
- Working within an institutional pharmacy
- Involvement in the inner-dynamics of the health-care team

Time Frame: The 80 hours of I-IPPE will follow the 2nd, 3rd or 4th professional year and be completed as part of the course requirements for Profession of Pharmacy 301 (POP 7), Patient Care Assessment Module 401 (PCAM 1), and Capstone 546 respectively.

Objectives:

1. Students shall understand the philosophy of the pharmacy department and its role in patient care.
2. Students shall be able to define and describe the role and function of members within the pharmacy department including:
   a. Pharmacy Technician
   b. Intern
   c. Pharmacist
   d. Support Staff
3. Students shall demonstrate and understand pharmacy operations:
   a. Medication orders
      i. Verbal
      ii. Written
      iii. Faxed
      iv. Electronic order entry
      v. Physician Order Entry
   b. Order processing
      i. Data entry
      ii. Clarification with prescriber when necessary
      iii. Patient profiles/Patient charts
      iv. Medication labels
      v. Filling of order
      vi. Delivery of medication
      vii. Location of medication stock and order entry aside from main pharmacy (when applicable)
1. Floors
2. Decentralized pharmacy areas
3. Remote Clinics

viii. Unique medication orders
1. STAT orders
2. Therapeutic interchange orders
3. Orders after hours (when applicable)
4. Non-formulary orders
5. Narcotic orders
6. Off-label Medication use
7. Use of “home med”
8. Stop orders
   a. Clinical
   b. Regulatory

c. Automated medication systems
   i. Devices
   ii. Access to medication
   iii. Safety
   iv. Monitoring
   v. Inventory
   vi. Security

d. Inspection and filling of medication storage units
   i. Crash carts
   ii. Emergency Room (ER) boxes
   iii. Ambulance stock
   iv. Operating Room (OR) Stock
   v. Pyxis Units
   vi. Robots

e. Inventory Management
   i. Ordering Prescription products
   ii. Ordering Controlled Substances
   iii. Ordering OTCs

f. Opening and closing of pharmacy (when applicable)

g. Pharmacist and staff scheduling

4. Students shall observe and understand medication administration in the institutional setting including:
   a. Medication administration records
   b. Narcotic count sheets
   c. Injectable administration
      i. Intravenous (IV)
      ii. Intramuscular (IM)
      iii. Subcutaneous (SQ)
   d. Oral administration

5. Students shall demonstrate and understand: Professional Activities, Roles and Responsibilities
   a. Community Involvement
   b. Indigent Care services
   c. Local Pharmacy Organizations
   d. State Pharmacy Organizations
   e. National Pharmacy Organizations
f. Institutional Codes and the Pharmacy’s responsibilities
   i. Blue
   ii. Black
   iii. Red
g. Emergency preparedness
h. Institutional Committees such as:
   i. Nutritional support
   ii. Infection Control
   iii. Medication Safety
   iv. Ethics
   v. Investigational Review Board (IRB)

6. Students shall demonstrate and understand: Legal and Regulatory Issues
   a. Controlled substance recording keeping
   b. Drug diversion
   c. Impaired health care workers services (i.e. Pharmacist Rehabilitation Program: PRO)
   d. Health Insurance Portability and Accountability Act (HIPAA)
   e. Occupational Safety and Health Administration (OSHA)
   f. Technician vs. Intern vs. Pharmacist roles

7. Students shall demonstrate and understand: Sterile products compounding
   a. Understand and apply aseptic techniques
      i. Compound an intravenous (IV) medication
      ii. Use IV compounding machines (when available)
   b. Demonstrate the ability to complete calculations related to:
      i. IV piggy back concentrations
      ii. Patient doses based on weight
      iii. Large volume flow rates
      iv. Smart Pumps
      v. Patient Controlled Administration (PCA) pumps
   c. Know how to find information related to:
      i. IV compatibility
      ii. IV stability
      iii. IV expiration information and storage requirements

8. Students should understand: Institutional departments (where applicable)
   a. Intensive Care Unit (ICU)
   b. Cardiac Care Unit (CCU)
   c. Operating Room (OR)
   d. Emergency Department (ED) or Emergency Room (ER)

9. Students should observe and understand: Clinical Services
   a. Medication monitoring
   b. Dosing
   c. Therapeutic recommendations
   d. Medication Reconciliation
   e. Patient education and discharge counseling
   f. Medical rounds
   g. Medication Error reporting
10. When appropriate preceptors shall allow for students to:
   a. Aid in the provision of direct patient care
   b. Observe clinical services
   c. Communicate with other healthcare professionals
   d. Counsel and communicate with patients
   e. Participate/Observe committees that involve the pharmacy department

**Student Requirements:**
A. Identification of a site and preceptor
   a. The student will identify his/her own site(s) and preceptor(s) for IPPEs
   b. The site must provide medications or pharmaceutical services in an institutional setting
   c. The preceptor must be a licensed pharmacist in good standing with the governing state board
   d. The preceptor must complete Preceptor Education CE

B. Attendance
   a. The student is expected to complete eighty (80) hours at the Institutional site
   b. All absences must be approved by the preceptor and the time must be made up

C. Required Readings
   a. Oath of a Pharmacist
   b. APhA’s Code of Ethics

D. Completed immunization records with the student health center

E. Evaluations:
   a. The student will evaluate the preceptor, site and experience
   b. The student will evaluate him/herself on provided checklist
   c. The preceptor will evaluate the student on provided evaluation
   d. Evaluations will be turned in next academic year as part of Profession of Pharmacy 301 (POP 7), Patient Care Assessment Module 401 (PCAM 1), or Capstone 546 (details will be included in appropriate syllabus).

F. Daily Journal
   a. The student will keep a daily log throughout the I-IPPE noting what he/she experienced and learned each day
   b. Journal will be turned in and reviewed next academic year as part of Profession of Pharmacy 301 (POP 7), Patient Care Assessment Module 401 (PCAM 1) or Capstone 546 (details will be included in appropriate syllabus).

G. Reflective Paper
   a. The reflective paper will be 2-3 pages in length (typed, double spaced, 12 point font) and will include descriptions of the I-IPPE as well as information indicating how the experience will affect the student’s pharmacy career
   b. The paper will be turned in and reviewed next academic year as part of Profession of Pharmacy 301 (POP 7), Patient Care Assessment Module 401 (PCAM 1), or Capstone 546 (details will be included in appropriate syllabus).
Institutional Introductory Pharmacy Practice Experience Student Checklist of Skills:
Self Evaluation (completed by student)

☐ Orientation
  ☐ Student and preceptor discussion of previous experience
  ☐ Introduction to staff
  ☐ Tour of facility
  ☐ Expectations of preceptor
  ☐ Telephone and pager system
  ☐ Preceptor contact information
  ☐ Plan for completion of 80 hours

☐ Communication Skills:
  ☐ Able to critically think
  ☐ Able to apply classroom knowledge to current experience
  ☐ Able to read and listen effectively
  ☐ Able to speak and write effectively
  ☐ Able to communicate with a diverse population
    ☐ Patients
    ☐ Health care professionals
    ☐ Preceptor
    ☐ Patients and Health care professionals from a variety of backgrounds
  ☐ Minimal non-verbal distractions
    ☐ Good eye contact
    ☐ Limited “ums”, “you know”, and “like”

Overall I feel my communication skills:
  ☐ Exceed expectations  ☐ Meet expectations  ☐ Do not meet expectations

Specific areas in which I can improve my communication:
________________________________________________________________________
________________________________________________________________________
Professional Skills and Understanding

☐ Able to read and interpret prescriptions
☐ Able to understand and participate in pharmacy workflow
☐ Able to understand medication administration in the institutional setting
☐ Able to understand and participate in sterile products compounding
☐ Able to understand legal and regulatory issues in this setting
☐ Able to identify and remedy medication errors
☐ Able to document medication therapy management interventions
☐ Able to explain professional activities, roles and responsibilities of the pharmacist
☐ Able to understand clinical services provided in the institution
☐ Able to organize and compile (written and/or verbal) medical information for:
  ☐ Health Care Professional(s)
  ☐ General Public

Overall I feel my professional skills:
☐ Exceed expectations ☐ Meet expectations ☐ Do not meet expectations

Specific areas in which I can improve my practice skills:
________________________________________________________________________
________________________________________________________________________

Professionalism

☐ Appearance is that of a pharmacy professional (dress, hygiene)
☐ Attitude is that of a pharmacy professional (positive attitude, respectful)
☐ Behavior is that of a pharmacy professional (arrive on time, responsible)
☐ Appropriate conduct when referring to patients
☐ Appropriate conduct when referring to other health care professionals
☐ Adheres to all pharmacy rules, regulations, and laws
☐ Seeks to apply new/learned knowledge and skills
☐ Deals ethically with colleagues and patients
☐ Able to show empathy and compassion

Overall I feel my professionalism:
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

Specific areas in which I can improve my professionalism:
________________________________________________________________________
________________________________________________________________________
Introductory Pharmacy Practice Experience
Evaluation
(to be filled out by preceptor)

Student Name: _________________________________________________

Student Rank: ____________ (P2, P3, P4, P5)

Site Name: ___________________________________________________________________________

Site Address: _________________________________________________________________________

Type of Experience: Community Institutional (circle one) Number of Hours Completed:______

Preceptor Name: ______________________________________ Phone #:__________________________

Email Address:__________________________________ Fax #:_________________________________

Preceptor License Number: ______________________________________________________________

Communication Skills

☐ Able to think critically
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to organize information
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to read and listen effectively
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to speak and write effectively
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to communicate with a diverse population (Patients, Health Care Professionals, etc.)
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Minimal non-verbal distractions
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Counsels patients on medication uses
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

Comments:_____________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

Professional Skills and Understanding

☐ Able to read and interpret prescriptions
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to understand and participate in prescription processing and filling
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations

☐ Able to identify potential drug-related problems and causes
☐ Exceeds expectations ☐ Meets expectations ☐ Does not meet expectations
Professional Skills and Understanding (continued)

☐ Able to understand legal and regulatory issues in this setting  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Able to identify and remedy medication errors  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Able to document medication therapy management interventions  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Able to research and provide (written and/or verbal) medical information to:  
   ☐ Health Care Professional(s)  
   ☐ General Public  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

Comments:_____________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Professionalism

☐ Appearance is that of a pharmacy professional (dress, hygiene, etc.)  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Attitude is that of a pharmacy professional (positive attitude, respectful, etc)  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Behavior is that of a pharmacy professional (arrives on time, completes tasks, etc)  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Appropriate conduct when referring to patients  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Appropriate conduct when referring to other health care professionals  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Adheres to all pharmacy rules, regulations, and laws  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Seeks to apply new/learned knowledge and skills  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Seeks to complete and exceed given objectives for IPPE  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Deals ethically with colleagues and patients  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

☐ Able to show empathy and compassion  
   ☐ Exceeds expectations  ☐ Meets expectations  ☐ Does not meet expectations

Comments:_____________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Preceptor Signature:____________________________________________Date:____________________
Please read each of the statements carefully, and then indicate your level of agreement or disagreement:

<table>
<thead>
<tr>
<th>Preceptor Evaluation</th>
<th>Strongly agree</th>
<th>Agree</th>
<th>Neutral</th>
<th>Disagree</th>
<th>Strongly disagree</th>
<th>Not Applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communicated clearly goals and objectives of the rotation</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Reviewed the college expectations with me (e.g. objectives, daily journal, self evaluation)</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Introduced me to the other personnel, provided contact information, etc.</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Assessed my abilities, needs, and career goals</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Gave me specific assignments</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Emphasized to me performance standards</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Resources were adequate to complete the rotation objectives</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>My preceptor or mentor was sufficiently accessible to facilitate attainment</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>My preceptor or mentor spent sufficient time with me to guide me</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Stimulated problem solving through interaction</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Had an organized approach to precepting</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Treated me with respect</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Promoted an environment conducive for learning</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Taught me things I did not already know</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Provided me with feedback on my performance</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Site Evaluation</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Site was conducive to learning</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>The site provided sufficient opportunity for me to meet all the general objectives</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>Other personnel were receptive to the student</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td></td>
</tr>
</tbody>
</table>
In the space provided, please identify the primary strengths and suggestions for enhancement of the rotation site and the instructor.

Preceptor Strengths:

Preceptor suggestions for enhancement:

Site Strengths:

Site Suggestions for Enhancement:

What I liked most about the experience:

What I would change about the experience:

Student Signature: ____________________________ Date: __________________