This course provides two (2) Patient Care IPPE hours, 0 hours of simulation and 0.5 hours of reflection toward the student’s overall Introductory Pharmacy Practice Experience (IPPE) requirement.

**Course Coordinator**

Clinical Associate Professor and
Assistant Dean for Experiential and Professional Affairs

**Office**
PHR 5.112C
**Phone**
(512) 475-9752
**E-mail**
jennifer.ridings-myhra@austin.utexas.edu

**Office Hours**
By appointment or check with Student Affairs front desk

**Supporting Faculty**

Patrick J. Davis, Ph.D.
Professor

**Office**
BME 6.202C
**Phone**
(512) 475-9751
**E-mail**
davispj@austin.utexas.edu

**Office Hours**
By appointment

**Class period**
Fridays, 8:00 a.m.-8:50 a.m.
7:00-7:50 a.m. Mountain Time

**Location**
Austin: PHR 3.106
UTEP: Room 237
UTHSCSA: MCD 2.108
UTRGV: 1.202 Distance Ed Classroom

**Teaching Assistant (TA)**
Samantha Shao

**Phone**
(512) 203-5648
**E-mail**
qi.shao@utexas.edu

**Distance Campus Coordinators:**

**UT El Paso**
Denise Pinal, Pharm.D.
(915)-747-5884
denisepi@utep.edu

**UT Health Science Center San Antonio**
Jennifer Seltzer, Pharm.D.
(210) 567-4285
seltzer@uthscsa.edu

**UT Rio Grande Valley**
Vicente Aparicio, Jr., Pharm.D.
(956) 665-7421
vicente.aparicio@utrgv.edu

For questions regarding attendance and quizzes, please contact Ms. Shao.
For questions regarding community service/IPPE, please contact Sherrie Bendele.
For questions regarding reflections, please contact Dr. Davis.
For all other question, please contact Dean Ridings-Myhra.
PREREQUISITES:
Prerequisites for this course include completion of all previous first and second year Professional Development Convocation courses.

CONVOCATION SECTIONS:
There are multiple sections for this course. Students will automatically be assigned to a section with one faculty member per section.

THE PROFESSIONAL DEVELOPMENT CONVOCATION SERIES:
These courses employ a series of seminars to inculcate students into the profession of pharmacy. Seminars will focus on professionalism, leadership development, administrative topics, professional practice issues which influence therapeutic decision-making and patient care, communication skills and techniques, and career decision-making.

Goals for the Convocation Series are to provide a mechanism by which:
1. Issues of professionalism can be presented and discussed in a manner that is commensurate with the academic level of the student.
2. Students can develop leadership skills necessary to advance patient care and advocate for the profession of pharmacy.
3. Reflection and critical self-assessment skills are practiced and applied so that students are aware of and understand their thought processes.
4. Presentations over career options and career decision-making can be addressed at appropriate times in the curriculum.
5. Programmatic requirements can be directly tied to coursework, thus providing a mechanism for evaluation and monitoring.

PHM 183C COURSE OBJECTIVES:
By the completion of this course, students should be able to:
1. Demonstrate self-directed learning abilities through the use of techniques such as reflection and critical thinking.
2. Apply intermediate skills related to career decision-making.
3. Evaluate the requirements and training for different post-graduate training opportunities to apply to personal career decision-making.
4. Relate a personalized understanding of different career paths for pharmacists to real-life examples of pharmacists in those career paths.
5. Analyze the impact of specific contemporary issues on pharmacy practice and health care.
6. Relate their personalized understanding of professional development expectations (e.g. professional and ethical behavior, leadership) to real-life examples of pharmacist professionals.
7. Describe how University and College regulations and policies affect third year students.
8. Implement strategies to prepare for successful participation in rotations during the P4 year.

COURSE REQUIREMENTS:
1. Attendance. Regular and prompt attendance at all class meetings is required. Attendance will be taken at the beginning of each class by distribution of a class roster and may be verified by the use of the Canvas® learning management system if a quiz is given. Falsifying the roster by signing for another student is considered scholastic dishonesty and will be dealt with accordingly. The signed class roster will be considered an official university document.
Any student who arrives to class after the speaker has started will be counted absent for that day.

**Students are allowed two absences for the semester—“excused” or “unexcused”—it does not matter. Five points will be deducted from the final course grade for each absence beyond the two allowed.** Regardless of the reason for the absence, students will be required to view the lecture and complete required assignments by the original published deadlines.

Notifying the TA and/or course coordinator is highly recommended for any absence. Although the attendance policy does not indicate a need for course coordinator approval of any absence, any extenuating circumstances can be handled more appropriately when relevant information explaining the reason for the absence can be provided by the student. Any resulting action will occur at the discretion of the course coordinator.

“College-approved" absences are not necessarily "instructor-approved". Students are required to get approval from their instructors to miss other courses for participation in IPPE and Project Collaborate participation.

2. **Milestone Examinations.** Students are required to complete the P2 formative milestone examination during the week of Labor Day. More information will be available or has been provided by Dr. Roberts via email. Scores on the milestone examination will not be used to determine final course grades; however, students will receive individual feedback about their performance, including areas of competency and areas for improvement.

As a reminder, this will be the second in a series of milestone examinations. The P1 and P2 examinations are formative and intended to be a diagnostic tool for students to determine areas for improvement. The P3 examination utilizing the national PCOA is planned for the spring semester of 2018. It is summative and must be completed with a passing score in order to progress to the P4 year.

3. **Community Service/IPPE.** This course provides two (2) Patient Care IPPE hours, 0 hours of simulation and 0.5 hours of reflection toward the student’s overall Introductory Pharmacy Practice Experience (IPPE) requirement. Students will be required to complete two (2) hours of health-related community service in an approved activity. Events that count towards the required hours must take place in the current semester, or may precede the current semester with prior approval from Dean Ridings-Myhra. Hours cannot carry over. Hours earned after the semester deadline cannot be used retroactively to meet the requirement for that semester. Activities will be health-related with a preference for those that include interactions with other health professionals. A list of approved activities will be posted on the course Canvas website. The list will be updated based on availability of new activities. Project Collaborate and Know Your Medicine events are automatically approved. Students can find the calendar of events for Project Collaborate and KYM events on the college’s Community Outreach website at [http://sites.utexas.edu/phr-student-orgs/community-outreach/](http://sites.utexas.edu/phr-student-orgs/community-outreach/). Simulation activities may not count as IPPE hours. If a student wishes to complete an activity that is not on the approved list, the student must submit a description of the activity via the Request for Approval of an Event form directly to Sherrie Bendele s.bendele@austin.utexas.edu at least three weeks prior to the activity for approval. The description must include the sponsoring organization, a description of the activity, the date of the activity, and the name and contact information for the individual overseeing the experience. **Activities not submitted via the official form at least three weeks prior to the event will not be approved.** If the activity involves the provision of pharmaceutical care, the person overseeing the activity must be a licensed pharmacist and listed as a preceptor with the Texas State Board of Pharmacy.
The following rules govern any IPPE activity:

a. Students may not be paid for participation in any experiential activity (this includes IPPEs and APPEs). To earn experiential hours during employment hours is a violation of accreditation standards, and will result in penalties as determined by the Dean’s Office.

b. Falsification of hours constitutes academic dishonesty and will be dealt with accordingly, and could result in failure of the course.

c. Students should follow the site’s or activity’s instructions for use of cell/smart phones and other electronic devices. Inappropriate use of these devices may result in disciplinary action against the student.

Prior to undertaking IPPE activities in this course, the student will review the American Association of Colleges of Pharmacy Center for the Advancement of Pharmacy Education (CAPE) 2013 Educational Outcomes. Upon completion of the activity, students will complete the IPPE Verification Form and have the person overseeing the activity sign the form to document the hours. Then, students will upload the IPPE hour sheet into the appropriate assignment in Canvas®. Students should verify that submitted hours have been recorded appropriately. Keep the paper version for your records in case there are any questions.

Failure to complete IPPE hours and submit IPPE verification forms prior to the stated deadline below will result in a letter grade deduction for the course. Failure to complete IPPE hours and submit IPPE verification forms prior to 5 p.m. on the last day of class for the semester will result in an F in the course.

All hours must be completed, and the IPPE Verification form submitted by 5 p.m. CST on Monday, November 27, 2017.

4. Reflections. Students are required to complete and submit three reflections through Canvas®. Reflections must be submitted (posted on Canvas®) by 11:59 p.m. Central Time on the due date. Faculty evaluations of the three reflections will make up 50% of the course grade. Failure to post each reflection by the due date and time will result in a 50% decrease in that assignment’s grade up until one week following the due date at 11:59 p.m., at which time a grade of zero “0” will be assigned. Similar to the attendance policy, any extenuating circumstances that may impact a student’s ability to submit an assignment on time will be handled on a case-by-case basis, and any resulting action will occur at the discretion of the course coordinator. Failure to submit assignments may result in failure of the course.

The assignment topics and due dates are as follows:

Student’s Choice!  
Career Pathways and Rotation Selection  
Leadership Development  

For Faculty Review  
Monday, September 25  
Monday, October 23  
Monday, November 27

Detailed information for each assignment will be posted in Canvas®.

Petition for Re-evaluation of Reflection Rating. Should a student earn an “unacceptable” rating on a reflection, he or she may petition the course coordinator for a resubmission. This petition must be submitted within one week of receiving the unacceptable rating for that particular reflection. If the
course coordinator grants the student’s petition, the student will submit a revised reflection to his or her faculty reviewer by the date and time set by the course coordinator.

If the faculty reviewer determines that the essay has improved and assigns a rating of “acceptable”, that rating will replace the original one. Otherwise, the original rating of unacceptable will stand. Resubmissions cannot be used to remove a late assignment penalty.

**PLEASE NOTE:** If your graded assignment was submitted late and therefore has the 50% late penalty, then the late penalty will be upheld, regardless of whether you complete an instructor-approved revision or not (for an “unacceptable” evaluation). In other words, the approved revision is available for the purpose of improving an “unacceptable” rating to an “acceptable” one. It is NOT available for the purpose of avoiding the late penalty.

5. **Quizzes and Other Assignments.** Students must complete weekly quizzes based on the previous week’s lecture at the beginning of each class through Canvas®. On occasion, a weekly quiz may cover more than one lecture topic, but that quiz will still be weighted equally with all other weekly quizzes. In lieu of a quiz, an assignment related to the presentation may be required. No make-up for missed quizzes will be allowed; students who miss a quiz will receive a zero for that week’s quiz grade. At the end of the semester, the two lowest quiz or assignment scores for each student will be dropped.

Back-up paper quizzes may be used at the discretion of the course coordinator or local coordinator. In the event of a Canvas® failure, the paper quiz will be the official record.

If a student enters the classroom after the quiz has started, no additional time will be allotted to take the quiz.

6. **Professional Classroom Decorum.** All cell phones and other electronic devices must be silenced during class time. Text messaging and e-mailing in class is prohibited. The use of cell phones, tablets, laptops, and all other electronic devices is prohibited, unless specifically allowed for certain purposes and announced in advance of class. Students should plan to download and print any slides they may wish to access for lecture in advance of class.

The use of devices to capture photographs of quiz questions or to save quiz content information in any other way is prohibited.

**Dress Code is as follows:**
   a. Clean white lab jacket with nametag
   b. Men: full length slacks, dress shirt or polo shirt (shirts must have collars)
   c. Women: pants or skirts with blouses or dresses
   d. No scrubs, shorts, jeans, sneakers, athletic shoes, flip-flops, caps or hats will be permitted.

Students are required to wear their white lab coats upon entering the classroom. Failure to wear a white coat and professional attire, as well as other violations of professional classroom decorum, will result in a warning on the first offense, either individually or corporately (in other words, if students are reminded to put their lab coats on as a class, that counts as a warning to all). Subsequent offenses will result in a 5% decrease in course grade per incident.

7. **Class Recordings.** If video recordings of a class are made available by the College of Pharmacy, they are intended solely for the purpose of review by students currently enrolled in that class. Faculty and
students utilizing class video recordings should be careful to not compromise the privacy of either themselves or other users (http://registrar.utexas.edu/students/records/ferpa), or the rights of the presenter. Students are free to make their own recordings of lectures for personal use only unless specifically prohibited from doing so by the presenter. Any additional distribution of College- or student-generated recordings (regardless of format) is prohibited without the written and signed permission of the presenter and students identifiable on the recording.

8. **Course Communications.** Instructors will use Canvas®, https://canvas.utexas.edu/, as the primary means of communication for course information. Students should check Canvas® well in advance of each class period for any assignments due for that class. All lecture materials and web sites needed to access information for class will be posted in Canvas®. Course grades will also be posted in Canvas®. You can find Canvas® support through the Canvas® website home page.

E-mail is recognized as an official mode of university correspondence; therefore, you are responsible for reading your e-mail for university and course-related information and announcements. You are responsible for keeping the university informed about changes to your e-mail address. You should check your e-mail regularly and frequently—daily is recommended, but at minimum twice a week—to stay current with university-related communications, some of which may be time-critical. You can find UT Austin’s policies and instructions for updating your e-mail address at http://www.utexas.edu/its/help/utmail/1564. Consequently “I didn’t see the e-mail” or returned mail and “Mailbox Full” or “user unknown” should not be a problem for any communication. Students are required to use the e-mail account that is part of their University record for course correspondence.

There are no required textbooks for this class.

9. **Food Policy.** Students may bring a light breakfast to class. All liquids must be in a spill-proof container. Items that may generate significant noise or odor that would impact others’ ability to concentrate on classroom activities are not permitted. You are responsible for making sure that your area is completely clean for the next class.

**GRADING POLICY:**

<table>
<thead>
<tr>
<th>Grading Scale</th>
<th>Components of Course Grade*</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 – 90</td>
<td>A</td>
</tr>
<tr>
<td>89 – 80</td>
<td>B</td>
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<tr>
<td>79 – 70</td>
<td>C</td>
</tr>
<tr>
<td>69 – 65</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 65</td>
<td>F</td>
</tr>
</tbody>
</table>

*Other components of the final grade calculation: Keep in mind that absences beyond the two allowed will result in the lowering of five points on the final course grade for each absence. In addition, students who violate the professional classroom decorum (including tardiness) will receive a warning on the first offense. Subsequent offenses will result in a 5% decrease in course grade per incident. Failure of this course prevents progressing to the PDC VI course in the spring, and thus automatically delays graduation by one year.

**OTHER COURSE, COLLEGE OR UNIVERSITY POLICIES AND INFORMATION**

**Confidentiality of Student Information**

Reflection assignments will be reviewed by a Faculty Reviewer, and for coordination purposes only, assignments may also be viewed by Dr. Davis. The TA for this course provides assistance with attendance and
the weekly quizzes. Therefore, the faculty and the TA must complete FERPA training and are required to keep all student information confidential.

**Scholastic Dishonesty and Standards of Ethical Conduct**

The “Policy Statement on Ethical Conduct and Scholastic Integrity in the College of Pharmacy” reads as follows: “Pharmacy practitioners enjoy a special trust and authority based upon the profession’s commitment to a code of ethical behavior in its management of client affairs. The inculcation of a sense of responsible professional behavior is a critical component of professional education, and high standards of ethical conduct are expected of pharmacy students. Students who violate University rules on scholastic dishonesty not only violate that trust, but are also subject to disciplinary penalties, including failure of the course involved and dismissal from the College and/or University. Since dishonesty harms the individual, fellow students, and the integrity of the University and College of Pharmacy, policies on scholastic dishonesty will be strictly enforced.”

Faculty and students of the College of Pharmacy have pledged their support to the Policy Statement on Ethical Conduct and Scholastic Integrity and the Code of Ethics that implements this Policy Statement. Upon entering the College of Pharmacy, and each academic year thereafter, students are asked to recite and sign the following pledge:

“As a student of the University of Texas College of Pharmacy, I have reviewed and hereby pledge my full support to the Honor Code. I pledge to be honest myself, and in order that the spirit and integrity of the Honor Code may endure, I pledge that I will make known to the appropriate authorities cases of dishonesty which I observe in the College of Pharmacy.”

**Campus Carry**

Students should familiarize themselves with the information provided by the University regarding the implementation of “Campus Carry” legislation. You will find an information sheet specifically for students (as well as sheets for parents, visitors, faculty, and staff) at [http://campuscarry.utexas.edu/info-sheets](http://campuscarry.utexas.edu/info-sheets)

**University of Texas Student Honor Code**

As a student of The University of Texas at Austin, I shall abide by the core values of the University and uphold academic integrity. [http://www.utexas.edu/about-ut/mission-core-purpose-honor-code](http://www.utexas.edu/about-ut/mission-core-purpose-honor-code)

**University of Texas Code of Conduct**

The core values of The University of Texas at Austin are learning, discovery, freedom, leadership, individual opportunity, and responsibility. Each member of the university is expected to uphold these values through integrity, honesty, trust, fairness, and respect toward peers and community. [http://www.utexas.edu/about-ut/mission-core-purpose-honor-code](http://www.utexas.edu/about-ut/mission-core-purpose-honor-code)

**Plagiarism**

Information on (avoiding) plagiarism and related UT policies can be found at [http://deanofstudents.utexas.edu/sjs/acadint_plagiarism.php](http://deanofstudents.utexas.edu/sjs/acadint_plagiarism.php)

**Undergraduate Writing Center**

Students are strongly encouraged to take advantage of the Undergraduate Writing Center, FAC 211, 471-6222; [http://uwc.utexas.edu](http://uwc.utexas.edu). The UWC offers free, individualized, expert help with writing for any UT undergraduate, by appointment or on a drop-in basis. These services are not just for writing that has "problems": Getting feedback from an informed audience is a normal part of a successful writing project. The UWC’s trained consultants work with students from every department on both academic and non-academic writing. Using methods that preserve the integrity of each student’s work, they help develop strategies to improve independent
writing. Whether writing a lab report, a resume, a term paper, a statement for an application, or poetry, UWC consultants will be happy to assist.

**Students with Disabilities**
The University of Texas at Austin provides upon request appropriate academic accommodations for qualified students with disabilities. Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, at 512-471-6259 (voice) or 232-2937 (video phone) or www.utexas.edu/diversity/ddce/ssd.

**Accommodations for Religious Holidays**
In accordance with University of Texas at Austin policy, you must notify the course coordinator or teaching assistant of your pending absence from class at least fourteen days prior to the date of observance of a religious holy day. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.

**Behavioral Concerns Advice Line (BCAL)**
If you are worried about someone who is acting differently, you may use the Behavior Concerns Advice Line to discuss by phone your concerns about another individual’s behavior. This service is provided through a partnership among the Office of the Dean of Students, the Counseling and Mental Health Center (CMHC), the Employee Assistance Program (EAP), and the University of Texas Police Department (UTPD). Call 512-232-5050 or visit [http://www.utexas.edu/safety/bcal](http://www.utexas.edu/safety/bcal).

**Emergency Evacuation Policy**
Occupants of buildings on the UT Austin campus are required to evacuate and assemble outside when a fire alarm is activated or an announcement is made. Please be aware of the following policies regarding evacuation: Familiarize yourself with all exit doors of the classroom and the building. Remember that the nearest exit door may not be the one you used when you entered the building.

If you require assistance to evacuate, inform the course instructor in writing during the first week of class. In the event of an evacuation, follow course coordinator instructions. Do not re-enter a building unless given permission to do so by the Austin Fire Department, the UT Austin Police Department, or the Fire Prevention Services office.

Students on the other College of Pharmacy affiliated campuses will be instructed on this process as specific for the classroom and building on that campus.

**Emergency Preparedness**
All students are encouraged to become familiar with your campus’ safety policies and procedures. Visit [http://www.utexas.edu/safety/preparedness/](http://www.utexas.edu/safety/preparedness/) for UT Austin information, or, on an affiliated campus, check with your course coordinator for information specific to your location.
PROFESSIONAL DEVELOPMENT CONVOCATION
PHM 183C
FALL 2017 LECTURE SCHEDULE (tentative)

Disclaimer: Speakers and Topics are tentative and may change based on availability of speakers

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Speaker</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 1</td>
<td>Orientation and Professional Expectations for the P3 Year</td>
<td>Jennifer Ridings-Myhra</td>
</tr>
<tr>
<td>September 8</td>
<td>Career Path: Specialty Pharmacy Practice</td>
<td>Celeste Duarte</td>
</tr>
<tr>
<td>September 15</td>
<td>Career Path: Ambulatory Care Pharmacy Practice Quiz, worksheet, or assignment over 9/8 material</td>
<td>Lucas Hill</td>
</tr>
<tr>
<td>September 22</td>
<td>Career Path: Consultant Pharmacy Practice Quiz, worksheet, or assignment over 9/15 material</td>
<td>Genoveva Garza</td>
</tr>
<tr>
<td>September 29</td>
<td>Career Path: Pharmacy Benefits Management in the Federal Sector/VA Residency Quiz, worksheet, or assignment over 9/22 material</td>
<td>Ian Pace</td>
</tr>
<tr>
<td>October 6</td>
<td>Career Path: Nutrition Support and Oncology Pharmacy Practice Quiz, worksheet, or assignment over 9/29 material</td>
<td>Todd Canada</td>
</tr>
<tr>
<td>October 13</td>
<td>First General Orientation to the P4 Year Quiz, worksheet, or assignment over 10/6 material</td>
<td>Jennifer Ridings-Myhra</td>
</tr>
<tr>
<td>October 20</td>
<td>Advising and Registration for Spring 2018 and PCOA info</td>
<td>Greg Caldera</td>
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<tr>
<td></td>
<td>No quiz or assignment this week</td>
<td>Patricia Gutierrez</td>
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<tr>
<td></td>
<td></td>
<td>Rochelle Roberts</td>
</tr>
<tr>
<td>October 27</td>
<td>Region Orientations 8-9 a.m. Austin/Temple/Waco, San Antonio [12 noon-1 p.m. Dallas/Fort Worth and Galveston/Houston UTEP and UTRGV TBD NO quiz or assignment this week</td>
<td>Regional Directors</td>
</tr>
<tr>
<td>November 3</td>
<td>Leadership Series NO quiz or assignment this week</td>
<td>Billy Woodward</td>
</tr>
<tr>
<td>November 10</td>
<td>Career Path: Psychiatric Pharmacy Practice Quiz, worksheet, or assignment over 10/3 material</td>
<td>Cynthia Gutierrez</td>
</tr>
<tr>
<td>November 17</td>
<td>Dean’s Address to the Student Body NO quiz or assignment this week</td>
<td>M. Lynn Crismon</td>
</tr>
<tr>
<td>November 24</td>
<td>Thanksgiving (no class)</td>
<td></td>
</tr>
<tr>
<td>December 1</td>
<td>Interprofessional Education: Getting Started Quiz, worksheet, or assignment over 11/10 and 11/17 material</td>
<td>Veronica Young</td>
</tr>
<tr>
<td>December 8</td>
<td>Important Scholarship Information for the P4 Year Quiz, worksheet, or assignment over 12/1 material</td>
<td>Bryson Duhon</td>
</tr>
</tbody>
</table>
### SPEAKERS AND FACULTY COORDINATORS

<table>
<thead>
<tr>
<th>Name</th>
<th>Title/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renee Acosta, M.S., R.Ph.</td>
<td>Associate Dean for Academic Programs</td>
</tr>
<tr>
<td>Linda Albrecht, M.S., R.Ph.</td>
<td>Clinical Assistant Professor and Regional Director, Dallas/Fort Worth Regional Experiential Program</td>
</tr>
<tr>
<td>Analiza Amaya-Diaz, Pharm.D.</td>
<td>Clinical Assistant Professor and Regional Director, Rio Grande Valley Regional Experiential Program</td>
</tr>
<tr>
<td>Donna Burkett, M.S., R.Ph.</td>
<td>Clinical Associate Professor and Regional Director, Austin/Temple/Waco Regional Experiential Program</td>
</tr>
<tr>
<td>Greg Caldera</td>
<td>Director of Admissions, Advising, and Recruitment</td>
</tr>
<tr>
<td>Todd Canada, Pharm.D., BCNSP</td>
<td>Nutrition Support Specialist, UT M.D. Anderson Cancer Center/Clinical Assistant Professor and Regional Director, Galveston/Houston Experiential Program</td>
</tr>
<tr>
<td>M. Lynn Crismon, Pharm.D.</td>
<td>Dean, College of Pharmacy</td>
</tr>
<tr>
<td>Celeste Duarte, Pharm.D.</td>
<td>Clinical Pharmacist, Avella Specialty Pharmacy</td>
</tr>
<tr>
<td>Bryson Duhon, Pharm.D., BCPS</td>
<td>Assistant Dean for Student Success</td>
</tr>
<tr>
<td>Genoveva “Hennie” Garza, MS, R.Ph., CDE</td>
<td>Supervisor, Clinical Innovation/Services, DaVitaRx</td>
</tr>
<tr>
<td>Cynthia Gutierrez, Pharm.D.</td>
<td>Clinical Assistant Professor and Clinical Pharmacist, South Texas Veterans Affairs Health Care System</td>
</tr>
<tr>
<td>Patricia Gutierrez, MPA</td>
<td>Academic Advising Coordinator</td>
</tr>
<tr>
<td>Lucas Hill, Pharm.D., BCPS, BCACP</td>
<td>Clinical Assistant Professor</td>
</tr>
<tr>
<td>Jacqueline Navarette, Pharm.D.</td>
<td>Clinical Assistant Professor and Regional Director, El Paso Regional Experiential Program</td>
</tr>
<tr>
<td>Ian Pace, Pharm.D., BCPS</td>
<td>Clinical Pharmacy Specialist and Residency Program Manager</td>
</tr>
<tr>
<td>Jennifer Ridings-Myhra, M.Ed., R.Ph.</td>
<td>Assistant Dean for Experiential and Professional Affairs and Clinical Associate Professor</td>
</tr>
<tr>
<td>Rochelle Roberts, Ph.D.</td>
<td>Assessment Coordinator and Lecturer</td>
</tr>
<tr>
<td>Jennifer Seltzer, Pharm.D.</td>
<td>Clinical Associate Professor and Regional Director, San Antonio Regional Experiential Program</td>
</tr>
<tr>
<td>Billy Woodward, M.S., R.Ph.</td>
<td>President, Renaissance Pharmacy Services, LLC</td>
</tr>
<tr>
<td>Veronica Young, Pharm.D.</td>
<td>Clinical Associate Professor and Director of Interprofessional Education</td>
</tr>
</tbody>
</table>
**Remember and Stay Alive**

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**FOR BAD WEATHER**

**For Violent Threat in Your Building**

**Shelter in Place:**

1. **Get Low**
   Go to the lowest level of the building, if possible.

2. **Avoid Windows**
   Stay away from the windows.

3. **Go to Interior**
   Go to interior rooms and hallways.

4. **Protect Yourself**
   Use arms to protect head and neck in a "drop and tuck" position.

5. **Keep in the Know**
   Monitor emergency communications for specific instructions: www.utexas.edu/emergency

---

**Follow the 5 OUTS for Lockdown:**

1. **GET Out**
   Get out of the facility, if possible.

2. **CALL Out**
   Use mobile phone to call 911.

3. **KEEP Out**
   Do not lock exterior doors. Close, lock, and barricade interior doors, if possible.

4. **HIDE Out**
   Seek shelter in nearest secured place. Turn off lights and any devices indicating that the room is occupied. Keep out of the line of sight. BE QUIET. Do not respond to anyone at the door.

5. **TAKE Out**
   Last resort. Use anything to distract or disable the suspect.

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*Office of Campus Safety & Security*

*The University of Texas at Austin*
OUTDOOR WARNING SYSTEM SIREN

One of the ways campus will be notified of an emergency is the Outdoor Warning System (Siren). If you hear the siren at a time other than the scheduled monthly test (11:50 a.m. on the first Wednesday of each month), you should immediately seek cover in the closest building or facility and await further instructions through other communication systems. The siren is NOT used to signal all clear.

LOCKDOWN

The directive “Lockdown” is used to protect occupants in proximity of an immediate threat by limiting access to buildings and rooms. If no specific locations are given, all buildings should initiate lockdown procedures.

Should you discover that there is a violent or potentially violent person in your building or area, DO NOT CONFRONT THE PERSON UNLESS THERE IS NO OTHER OPTION TO SAVE YOUR LIFE.

If the threat is outside your building:

1. If the exterior doors are not electronic and it is safe to reach them, lock them.
2. If safe, leave a person at the door to let others (non-threatening) coming from outside into the building.
3. Close interior doors. Lock doors, if possible. Barricade the doors.
4. Follow Step 4 for “HIDE Out” listed below.
5. Follow Step 2 for “CALL Out” listed below.

If the threat is inside your building:

Follow the 5 OUTS

1. GET Out: Get OUT OF THE FACILITY if possible.
2. CALL Out: Use mobile devices to call emergency personnel at 911 or 471-4441 and provide relevant information. High mobile phone volume may interfere with emergency communications and should be limited to contact with emergency personnel only.
3. KEEP Out: Do not lock exterior doors. Close, lock, and barricade interior doors, if possible.
4. HIDE Out: Seek shelter in the nearest secured place, i.e., classroom or office. Turn off lights and any devices that may indicate that the room is occupied. If you are on the first floor, close any window blinds or curtains. Stay away from doors and try to keep out of the line of sight. Sit or lie on the floor or crouch behind or under desks. Be as invisible as possible. BE QUIET. DO NOT respond to anyone at the door while in lockdown mode. Law enforcement will announce themselves and release anyone in that room when it is safe. Should the fire alarm be activated during a lockdown, wait for direction on the building PA System or from the police before evacuating if there is no immediate danger. If there is smoke or fire present, you may need to evacuate.
5. TAKE Out: Last resort. Use anything to distract or disable the suspect.

If you are outside a building in lockdown:

1. DO NOT ENTER THE BUILDING. Move as far away as possible from the building under lockdown.
2. Await further instructions from law enforcement.
3. Check the university’s website and university social media sites for updates and further information as it becomes available.
4. DO NOT CALL THE LOCATION THAT IS IN LOCKDOWN. Phone calls to anyone inside the building that is in lockdown may endanger them.
5. DO NOT LEAVE YOUR SAFE AREA until law enforcement has opened the door.