PHM 386H – Institutional Clinical Skills Institutional Introductory Pharmacy Practice Experience (IPPE) Summer 2020

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Summer 2020 Sessions (flexible based on institution availability due to COVID19, other sessions may be added based on need):
Session 1: June 1 – June 12, 2020
Session 2: June 15 – June 26, 2020
Session 3: July 6 – July 17, 2020

Additional Course Faculty:

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Course Information

Course Description: The Institutional Introductory Pharmacy Practice Experience (IPPE) is a 126 hour on-site/virtual rotation in a hospital/institutional pharmacy designed to introduce students to the fundamentals of pharmacy practice in that setting. This is a required course and it must be completed before progressing to the P3 year. Because of COVID-19, students will complete 46 hours virtually throughout the summer and 80 hours onsite at various Texas hospitals during a specific time period. This course is designed to prepare the student for the Advanced Pharmacy Practice Experience (APPE) offered in the P4 year.

The objective of the course is to introduce and familiarize students with the fundamentals of pharmacy practice in the institutional (hospital) pharmacy setting and to enhance the students’ attitude, skills and knowledge to better prepare them to provide pharmaceutical care in a hospital pharmacy setting. As the student participates in the IPPE, he/she is to take time to reflect on the subject of hospital pharmacy practice as a career choice. The format of the live IPPE is a combination of observation, application of current knowledge, and feedback and assessment between the student, the preceptor, and others with whom the student may encounter. This experience seeks to provide students with direct exposure to the dynamics of the hospital pharmacy workplace and help them to assess the challenges and opportunities that exist there. The educational outcomes for the IPPE address basic skills and knowledge that assist in the integration of classroom instruction and prepare the student for the APPE offered in the P4 year of the curriculum.

Course Prerequisites/Co-Requisites:
Completion of the first and second professional years in the College of Pharmacy. The IPPE students have also successfully completed all required Institute for Healthcare Improvement (IHI) modules on quality and patient safety. The students, therefore, have earned the “IHI Basic Certificate in Quality and Patient Safety,” a nationally recognized online training program. Students are up-to-date on HIPPA and Blood Borne pathogen training.
Course Learning Objectives:

With knowledge gained from this course, students will be able to synthesize basic clinical and scientific knowledge obtained from their previous didactic coursework in the care of patients in actual institutional practice settings. Upon completion of the IPPE experience and under the supervision of the preceptor, the student should be able to:

1. Interpret and process medication orders accurately, completely, and efficiently. (CAPE 2.1)
2. Demonstrate knowledge of an intravenous admixture system. (CAPE 2.2) (Please note that the IPPE students have not taken the sterile admixture course, are not certified and therefore, are not allowed to prepare sterile admixtures for dispensing.)
3. Demonstrate knowledge of properties and formulations of commonly used drugs. (CAPE 1.1)
4. Demonstrate ability to correctly perform calculations to dispense and compound medications. (CAPE 1.1, 2.1)
5. Participate in and understand the importance of medication reconciliation. (CAPE 2.3, 3.2, 3.6)
6. Access and utilize appropriate drug information resources to respond to drug information questions and to identify, assess and resolve drug-related problems. (CAPE 2.1, 2.4, 3.1)
7. Demonstrate knowledge of current standards of institutional pharmacy practice and the role of the P&T Committee, including medication safety, medication use evaluation and other quality improvement activities. (CAPE 2.2, 2.3, 2.4)
8. Describe and participate in various aspects of managing a hospital pharmacy, e.g., policies and procedures, reports, inventory, personnel, career path options. (CAPE 2.2, 2.3, 2.4)
9. Demonstrate appropriate professional behavior and effective and appropriate communication with the intended audience, e.g. pharmacists, technicians, healthcare providers, patients and caregivers. (4.1, 4.2, 4.4)
10. Compare the unique and shared roles and responsibilities of a pharmacist with that of other professionals in delivering patient-centered and/or population-oriented care. (CAPE 3.4, 3.5, 3.6)

Please see the student workbook for suggestions on activities that relate to these learning objectives.

Course Website:
This course uses Canvas, a Web-based course management system in which a password-protected site is created for each course. Canvas will be used to distribute course materials, to communicate, and to post grades. Canvas is available at http://canvas.utexas.edu. Support is provided by the ITS Help Desk at 475-9400 Monday through Friday 8 am to 6 pm.

Course Communications:
Official course communications will take place through e-mail and on the course Canvas website. Students are advised to configure their Canvas settings to forward course announcements to their official e-mail address. Canvas uses only the e-mail address listed on the official University of Texas directory, so please check the University’s online directory to ensure your e-mail address is listed correctly.

Introductory Pharmacy Practice Experience:
This course provides 126 patient care IPPE hours (46 virtual hours and 80 on-site hours)
Course Policies

Course Grading Policies:
This is a 3-hour experience-based course graded “Credit/Fail”. To receive credit for this course, the student-intern must satisfactorily complete all course requirements on the checklist below as well as complete all virtual activities. Instructions for the onsite-required projects may be found in the Workbook (separate document on Canvas). Please see the Unprofessional Points section regarding policies if a student does not meet any of these deadlines.

Course Grade: Credit/Fail

Course Requirement Checklist and Grading for the 80 onsite hours:

- **Complete a self-evaluation in CORE ELMS** due by 11:59PM the first day of the rotation.
- **Successfully complete three projects**. Details of these exercises may be found in the Workbook (separate document on Canvas).
  - a. Medication safety exercise (Turn in to the preceptor by their chosen due date)
  - b. Pharmacy information systems exercise (Turn in to the preceptor by their chosen due date)
  - c. Clinical case or SOAP note (Turn in to the preceptor by their chosen due date)
- **Reflection**: Due by 11:59PM the last Friday of the rotation (upload to Canvas)
  - a. The student-intern is required to write a reflection at the end of the two-week live experience. It will be a reflective essay on the entire IPPE experience and give the student-intern an opportunity to think about what they have learned and address the points in the prompt below.
  - b. Introductory paragraph should include the name of your site, location of the site, your name and the name of your primary preceptor
  - c. Double space, 12-point font (minimum of 1 page and maximum of 2 pages)
  - d. Please address the following:
    1. Describe 3 aspects of hospital pharmacy that you were not aware of prior to your IPPE and how learning about them has influenced your view of institutional pharmacy practice.
    2. Identify 3 areas of hospital pharmacy that you would want to know more about or have more exposure to.
    3. **Considering where you are in your career, what are your pharmacy career plans and how** will you apply aspects learned from your hospital IPPE in your future pharmacy career?
- **Complete an end of rotation self-evaluation in CORE ELMS** (Due by 7PM the last Friday of the rotation).
- **Ensure preceptor completes student evaluation in CORE ELMS** (Due by 7PM the last Friday of the rotation).
  - a. Student must earn an Exceeds Expectations (EE) or Meets Expectations (ME) on all objectives for the rotation to pass.
b. An end of rotation evaluation should be recorded on the student-intern’s evaluation form
   i. The practitioner-faculty member should discuss the student-intern’s overall performance with him/her, pointing out strengths and areas where improvement can be made. Any indication that the student-intern is not performing at an acceptable competency needs to be reported to the course coordinator as soon as possible.

☐ Completion of 80 experiential hours (indicated on time sheet in CORE ELMS - completed time sheet (Due by 7PM on Friday of last day of the rotation – best to keep up to date at the end of each week).
   a. The Hours Sheet is designed to keep track of all hours worked each week plus any scheduled required documentation. It is the student-intern’s responsibility to ensure this sheet is complete, accurate and current. At the end of the shift, the student-intern or preceptor must record the shift and hours completed and review any required documentation for that week. The student-intern is not allowed to work more than 10 hours per shift, nor more than 50 hours per week.
   b. If a preceptor feels that there is reason to believe that a student-intern may be misrepresenting his or her hours as recorded on the hour sheet, the Course Coordinator should be notified immediately. This type of behavior constitutes academic dishonesty and will not be tolerated. The penalty for falsification of hours is failure of the course.

☐ Completion of a web-based (UT Qualtrics) evaluation of the preceptor-faculty member, site and rotation experience due by 11:59PM the last Friday of the rotation. Your comments and feedback are very important.

Course Requirement Checklist and Grading for the 46 Virtual hours:

☐ Please see document in Canvas with further directions and due dates for the following projects. If a virtual activity receives a grade <70%, a student will be given the chance to redo the assignment. If the student does not achieve >70% on the repeat assignment, this can lead to failure of the course. Please see the Unprofessional Points section regarding policies if a student does not meet any of these deadlines.
   a. 7 EHR GO Modules
   b. Interprofessional Activity
   c. Core Readiness Modules (count for completion on time)
   d. Reflection

Unprofessional Points:
If the student-intern receives a deduction of 25 or more unprofessional points during the course, he/she automatically fails the course. It is the STUDENT responsibility to monitor where they stand regarding unprofessional points. Students will not be alerted unless they receive a deduction of 25 or more points. The points are determined as follows:
- Missed day (non-excused) – 10 points
- Violation of HIPAA – range of 5-20 points (violation will be reviewed by course coordinator and college administration)
- 15 minutes late for a rotation – 3 points
- No professional business casual attire, lab coat or UT name badge worn during your assigned shifts – 3 points
- Designated deadlines on course activities – 3 points for each day past deadline. These include the following:
  - Onsite Assignments:
    1. Pre-Rotation Self Evaluation
    2. 3 On-site Projects:
      i. Medication Safety Exercise
      ii. Pharmacy Information Systems Exercise
      iii. Clinical Case/SOAP note
    3. Onsite - Reflection (Upload in Canvas)
    4. End of Rotation Self-Evaluation Form
    5. Experiential Hours Sheet
    6. UT Qualtrics Rotation Site Evaluation
  - Virtual assignments :
    7. Drug Information Response
    8. 6 EHR GO Modules
    9. Interprofessional Activity
    10. Core Readiness Modules
    11. Reflection

**Attendance:**
Attendance is required. Schedules will be determined by student-intern and site preceptor. It is required that student-interns be present on all days of the scheduled rotation period. Regular and prompt attendance mimics the actual working world. Holidays may be observed by the student-intern provided the preceptor approves. Religious holidays may be observed according to University policy. The student-intern must make up the hours missed during this time, at the discretion of the preceptor.

**Attendance at Professional Meetings:**
It is the student’s responsibility to ASK permission IN ADVANCE if they plan to attend a professional meeting that would necessitate missing an hours on site. It is at the discretion of the course coordinator and preceptor as to whether to grant permission and allow the student to make up any missed work.

**Injury or Exposure During Rotations**
All students must understand that their presence in the practice site implies inherent risks, such as possible injury or exposure. Students are not covered through the practice site or UT Austin by any insurance coverage normally applicable to employees of the site or University. Students are responsible for all costs incurred as a result of illness or accidental injury while participating in
experiential coursework. The student’s personal health insurance, required every year of the professional curriculum, will be needed to cover associated costs.

On-site Expectations:

**Cell Phones:** Cell phones should not be used during site hours, unless the preceptor allows use as a drug information resource.

**Laptops:** Students are encouraged to bring their laptops to ensure access to the Internet. Appropriate use to be site specific and should only be utilized for IPPE-related searches.

**Transportation:** The student is responsible for his/her own transportation to and from any assigned practice site or activity.

**Dress Code:** Professional/business casual dress is expected, though this may vary based on the practice site. Students should wear their white coats with their name tag.

**Religious Holy Days:** If you will miss a class, an examination, a work assignment or a project in order to observe a religious holy day, you must notify the course coordinator the first week of class so that arrangements for all such students can be made for the full semester.

**Services for 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 471-6259 (voice) or 232-2937 (video phone) or https://diversity.utexas.edu/disability/. All University rules concerning accommodations must be followed, including the student arranging for special accommodations prior to each examination. In the absence of such prearrangement, it will be assumed that the student is not requesting special accommodations for that exam, and will be expected to take the exam with the rest of the class at the regularly scheduled exam time.

Please provide a copy of the letter to the course coordinator and the office of the Associate Dean for Academic Affairs as soon as possible after receipt.