Request for Graduate Course Addition

1. Prepare one paper copy with all signatures and supporting material and forward to the Graduate Council Chair.
2. E-mail one identical PDF copy to the Graduate Council Chair. If attachments included, please merge into a single file.
3. *The Graduate Council cannot process this application until it has received both the PDF copy and the signed hard copy.*

College: Pharmacy   Dept/Division: Pharmacy Practice   Alpha Designator/Number: PHAR 883   ◉ Graded   ○ CR/NC

Contact Person: Glen Anderson, PharmD   Phone: 304-696-2305

NEW COURSE DATA:

New Course Title: Advanced Pharmacy Practice Experience (APPE) - Ambulatory Care / Primary Care

Alpha Designator/Number: | P | H | A | R | | 8 | 8 | 3 | |

Title Abbreviation: | A | P | P | E | 3 | - | | A | d | v | a | n | c | e | d | | C | o | m | m | u | n | i | t | y |

(Limit of 25 characters and spaces)

Course Catalog Description:
(Limit of 30 words)

This is a 5-week advanced pharmacy practice experience in a community pharmacy setting that focuses on enhancing a student's ability to provide patient-centered pharmacy care services such as disease management, medication therapy management, preventative health screening, immunizations, specialty compounding, patient education, or other advanced patient care activities.
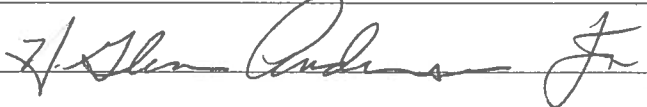
Co-requisite(s): None   First Term to be Offered: FALL 2015

Prerequisite(s): P4 Status   Credit Hours: 5

Course(s) being deleted in place of this addition (*must submit course deletion form*):   NONE

Signatures: if disapproved at any level, do not sign. Return to previous signer with recommendation attached.

Dept. Chair/Division Head _[signature]_	Date	2/16/15
Registrar	Date	
College Curriculum Chair _[signature]_	Date	2/27/15
Graduate Council Chair	Date	

College: Pharmacy   Department/Division: Pharmacy Practice   Alpha Designator/Number: PHAR 883

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. FACULTY: Identify by name the faculty in your department/division who may teach this course.

Craig Kimble, PharmD, MBA, MS, BCACP
Robert Stanton, PharmD, MBA, BCPS
Institutional based preceptors qualified to teach advanced community practice.

2. DUPLICATION: If a question of possible duplication occurs, attach a copy of the correspondence sent to the appropriate department(s) describing the proposal. Enter "***Not Applicable***" if not applicable.

Not applicable

3. REQUIRED COURSE: If this course will be required by another deparment(s), identify it/them by name. Enter "***Not Applicable***" if not applicable.

Not applicable

4. AGREEMENTS: If there are any agreements required to provide clinical experiences, attach the details and the signed agreement. Enter "***Not Applicable***" if not applicable.

Yes. Agreements with various community pharmacy sites in multiple states to provide general medicine related experiences. All agreements are on file with the Office of Experiential Learning.

5. ADDITIONAL RESOURCE REQUIREMENTS: If your department requires additional faculty, equipment, or specialized materials to teach this course, attach an estimate of the time and money required to secure these items. (Note: Approval of this form does not imply approval for additional resources.) Enter "***Not Applicable***" if not applicable.
Not applicable.

6. COURSE OBJECTIVES: (May be submitted as a separate document)

See attached syllabus.

7. COURSE OUTLINE (May be submitted as a separate document)

See attached syllabus.

M-F – 8 hours per day or as directed by preceptor (40 hours / week x 5 weeks)

Rotation blocks are offered throughout the fall and spring semester.

8. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATES (May be submitted as a separate document)

Not applicable.

9. EXAMPLE OF INSTRUCTIONAL METHODS (Lecture, lab, internship)

These are advanced practice pharmacy experiences focused on advanced community practice. The student will participate in a variety of community practice activities under the direct supervision of a Marshall University affiliated preceptor and apply a variety of directly learned concepts to pharmacy practice. Students will be exposed to a variety of learning methods which may include any combination of lecture, learning simulations (lab), hands on experiences, team interactions, or other methods.

10. EXAMPLE EVALUATION METHODS (CHAPTER, MIDTERM, FINAL, PROJECTS, ETC.)

Students will be assessed by a variety of techniques.   Students will be directly evaluated by pharmacy faculty, may have assignments from the preceptors including reading, journal clubs, presentations, and may have to complete multiple projects or reports. Preceptors are provided a scoring rubric to assist in the consistent evaluation of students.

11. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE/GRADUATE COURSE

Not applicable (see page 1 of application)

12. PROVIDE COMPLETE BIBLIOGRAPHY   (May be submitted as a separate document)

Course syllabus attached.

Request for Graduate Course Addition - Page 5

Please insert in the text box below your course summary information for the Graduate Council agenda. Please enter the information exactly in this way (including headings):

Department:
Course Number and Title:
Catalog Description:
Prerequisites:
First Term Offered:
Credit Hours:

Department: Pharmacy Practice
Course Number and Title: PHAR 883 Advanced Pharmacy Practice Experience (APPE - 3) - Advanced Community
Catalog Description: The Advanced Community Pharmacy APPE is a 5-week required advanced pharmacy practice experience in an community pharmacy setting that focuses the student experience enhancing a student's ability to provide patient-centered pharmacy care services such as disease management, medication therapy management (MTM), preventative health screening, immunizations, specialty compounding, patient education, or other advanced patient care activities in a community/retail pharmacy setting.
Prerequisites: P4 status
First Term Offered: Fall 2015
Credit Hours: 5

MARSHALL UNIVERSITY
www.marshall.edu

School of Pharmacy

Advanced Pharmacy Practice Experience (APPE - 3)
Advanced Community Pharmacy Syllabus
PHAR 883
Fall 2015 and Spring 2016

This syllabus is not to be construed as a contract with the student and is subject to change.

The School of Pharmacy and faculty reserve the right to change the course syllabus, effective upon the student receiving written notification (e-mail or the Blackboard system) and/or verbal notification during regular experiential course hours.

Materials used in this class may be copyrighted and should not be shared with individuals not enrolled in this course.

Credit Hours	5 credit hours; full-time (40 hrs/wk x 5 weeks or 200 experiential hours)
Course meeting days & time	M-F – 8 hours per day or as directed by preceptor.
Location	Various Sites/Affiliated institutions
Team Leader / Instructor	Craig A. Kimble, PharmD, MBA, MS, BCACP
Office	CEB 137
Phone	304-696-6014
Email	Craig.kimble@marshall.edu
Office hours	Monday 10AM-12PM or by appointment

Faculty	Email	Office	Phone Number	Office Hours / Appointments accepted?
Robert Stanton, MBA, PharmD, BCPS	rstanton@marshall.edu	CEB 138	304-696-7350	TBA & by appointment

Student: If the instructor accepts appointments, then please email the instructor for availability. The student can expect the instructor to respond to E-mails and phone messages within 72 hours.

Course Description: The Advanced Community Pharmacy APPE is a 5-week required advanced pharmacy practice experience in an community pharmacy setting that focuses the student experience enhancing a student's ability to provide patient-centered pharmacy care services such as disease management, medication therapy management (MTM), preventative health screening, immunizations, specialty compounding, patient education, or other advanced patient care activities in a community/retail pharmacy setting.

Prerequisites: P4 Class Standing

Text Books:
> **Required:** None. Preceptors may require and/or recommend additional readings for their rotations. Students are expected to communicate with the preceptor regarding such requirements prior to the start date.

Recommended: Portable Drug Information reference/resource, such as Lexicomp, Micromedex, Facts and Comparisons eAnswers, ePocrates, Clinical Pharmacology, or similar program.

Course Objectives: Upon completion of this experiential course, the student will be able to:

Number	Objective	Linkage to MUSOP Abilities (list ability numbers)	How Assessed
1	Prepare, dispense, and/or administer medication prescriptions, new and refill, accurately and appropriately including drug product selection, evaluation, and documentation.	1: Critical thinking and problem solving 3: Assess illness severity (triage) 4: Administer medications 9: Document professional practice activities 23: Execute a patient order or prescription 24: Accurately perform pharmaceutical calculations 30: Uses third-party payer systems to acquire reimbursement for services 31: Manages inventory and inventory turnover 33: Uses and plans for use of technology to improve dispensing efficiency 35: Applies organizational skills and time management 64: Provides customer service 65: Is empathetic during provision of care 66: Adheres to tenets of patient safety 67: ID's, assesses, and avoids potential medication misadventures 68: Integrates technology and practice	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid
2	Comply with policies and procedures as well as statutes and regulations affecting pharmacy operations.	9: Document professional practice activities 21: Aware of and follows EEOC standards 22: Places professional responsibilities before own cultural beliefs/ prejudices 26: Manages personnel 27: Uses job acquisition skills effectively 28: Networks as a method of self-marketing 29: Develops business plans 31: Manages inventory and inventory turnover 33: Uses and plans for use of technology to improve dispensing efficiency 35: Applies organizational skills and time management 39: Assumes responsible for actions, success, and failures 41: Mentors peers and subordinates. 46: Applies educational theory to one's	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid

		continued self-development 57: Dresses appropriately for each practice setting 61: Self-evaluates for the purpose of personal CQI 62: Commits to life-long learning 63: Practices lawfully and ethically 68: Integrates technology and practice 69: Reports incidents that threaten safety 70: Performs cont. quality assurance processes	
3	Establish, maintain, and utilize patient histories and profiles (when available) in order to monitor and evaluate drug therapy as well as identify, prevent and resolve drug-related problems.	1: Critical thinking and problem solving 2: Perform physical assessment 3: Assess illness severity (triage) 4: Administer medications 9: Document professional practice activities 24: Accurately perform pharmaceutical calculations 33: Uses and plans for use of technology to improve dispensing efficiency 66: Adheres to tenets of patient safety 67: ID's, assesses, and avoids potential medication misadventures 68: Integrates technology and practice	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid
4	Communicate in a professional and effective manner and document recommendations to various health professionals.	9: Document professional practice activities 12: Resolve conflicts so everyone wins 18: Assesses patient's health literacy 28: Networks as a method of self-marketing 36: Uses decision making skills to improve pharmacy standing in institution 37: Is credible member of the team 47: Provides and receives feedback in educational and professional environments 50: Assesses nonverbal communication 51: Actively listens 52: Communicates through professional written media 56: Interprets research findings within the context of current practice. 58: Aware of current political and professional debates 59: Adapts to new practice challenges and environments in a positive manner 64: Provides customer service 67: ID's, assesses, and avoids potential medication misadventures	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid

		68: Integrates technology and practice	
5	Communicate (interview, counsel, and educate) with patients about prescription and non-prescription medication use, health awareness, non-drug products, devices and diagnostics in an effective and professional manner.	3: Assess illness severity (triage) 9: Document professional practice activities 12: Resolve conflicts so everyone wins 17: Debates and negotiates effectively 19: Uses educational techniques or tools 22: Places professional responsibilities before own cultural beliefs/ prejudices 38: Deserves public trust due to integrity, competency, and dedication to profession/ patient 43: Provides patient care targeted at improving health care in the community 48: Counsels patients 50: Assesses nonverbal communication 51: Actively listens 52: Communicates through professional written media 64: Provides customer service 65: Is empathetic during provision of care 67: ID's, assesses, and avoids potential medication misadventures	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid
6	Retrieve drug information from appropriate sources and utilize it effectively to answer drug information questions.	9: Document professional practice activities 35: Applies organizational skills and time management 52: Communicates through professional written media 54: Performs efficient medical literature searches 55: Evaluates medical literature for validity assessment 56: Interprets research findings within the context of current practice 68: Integrates technology and practice	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid
7	Compound special dosage forms using acceptable professional procedures.	24: Accurately perform pharmaceutical calculations 25: Compound oral, topical, rectal, vaginal, parenteral, sterile medication formulations 66: Adheres to tenets of patient safety	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid
8	Perform basic physical examination of a patient (e.g., blood pressure, heart rate measurement, blood glucose testing, etc.)	2: Perform physical assessment 3: Assess illness severity (triage) 51: Actively listens 64: Provides customer service 65: Is empathetic during provision of care 68: Integrates technology and practice	Preceptor Evaluation of Educational Activities using a Rubric Scoring Aid

Course Evaluation (assessment): Point Distribution

Assessment	Percent of Final Grade
Patient Assessment	10%
Medication Therapy Management (MTM)	15%
Medication Preparation and Distribution	30%
Communication Skills	10%
Drug Information	5%
Professionalism, Ethics, and Responsibility	5%
Health System Management	5%
Rotation Specific Projects / Assignments	20%
Total	**100%**

Course Evaluation (grading): Grading for this experiential rotation will be established by the individual preceptor based on the following criteria and associated grading rubric:

- Attendance, attitude, and professionalism
- Ethics and responsibility
- Communication and interpersonal skills
- Daily activities
- Overall clinical abilities and competency in assessing patients, their medications, and identifying drug-related problems.
- Problem solving
- Patient information / case presentations / in-service(s)
- Preparation and dispensing of medications for patient use
- Project(s) / Assignments
- Intervention documentation

Letter grades distribution: A = 89.50 to 100%
B = 79.50 to less than 89.50%
C = 69.50 to less than 79.50%
F = Less than 69.50%

Assignment and examination grades will be posted in Blackboard within 7 days unless otherwise stated.

Attendance policy: All students are expected to adhere to the rotation attendance policy and required to spend a minimum of 40 hours per week at the site.

Tardiness is defined as greater than 10 minutes after expected time of arrival. If greater than 1 tardy then this will be classified as an unexcused absence. On time is defined at work and in place to start tasks.

Unexcused absences are prohibited and may result in failure of course. Each unexcused absence will result in a minimum reduction of 5 percentage points per occurrence; two unexcused absences will result in automatic failure of the course. For excused absences refer to the student handbook.

Absences with Advanced Notice: A student may make a request to be excused from rotation for a qualifying school sponsored or other educational event (e.g. career day).

Absences for Illness/Emergency: In the event that the student may be unexpectedly absent from rotation (e.g. illness, emergency), the student **must immediately notify BOTH the preceptor (by phone) and the Office of Experiential Education (304-696-7350).** Please treat your preceptor as you would an employer and provide notice as soon as possible. In the event that the student must leave a message, (s)he should provide a contact phone number where (s)he may be reached and follow up with an e-mail (if possible) to ensure that the message was received. **Each failure to notify the preceptor AND the school properly will result in (5%) deduction from the rotation grade.**

All missed time (for any reason, with the exception of an approved holiday) must be made up. In the event a student misses more than three (3) days of time during an APPE rotation, they will automatically fail the rotation unless the missed time is made up.

Length of Course: This experiential pharmacy practice will consist of five (8 academic hours) days (40 hours) per week for one five-week duration.

UNIVERSITY POLICIES

University policies regarding **Academic Dishonesty, Students with Disabilities, University Computing Services' Acceptable Use, Affirmative Action, and Sexual Harassment** can be found at **http://www.marshall.edu/wpmu/academic-affairs/policies/.**

School of Pharmacy Policies

SOCIAL JUSTICE POLICY STATEMENT

Marshall University is committed to bringing about mutual understanding and respect among all individuals and groups at the University. As part of Marshall University, School of Pharmacy has made a commitment to social justice. Therefore, no one will be discriminated against on the basis of race, gender, ethnicity, age, sexual orientation, religion, social class, or differing viewpoints. Each student will be viewed as a valuable member of this class and as the faculty for the course, I will strive to facilitate an atmosphere/learning environment where mutual understanding and respect are actualized.

ACADEMIC, ETHICAL, AND PROFESSIONAL CONDUCT

Student expectorations for academic, ethical, and professional conduct are defined within the school's Ethical and Professional Conduct Policy and the university's Academic Dishonesty Policy.

Second Chance and Remediation Policy

Second chance and remediation are mechanisms designed to assist students who have struggled within the classroom environment in demonstrating achievement of classroom and curricular learning outcomes. These processes are described in sections 200.001.003 (Second Chance) and 200.001.004 (Remediation) of the Academic Standards for Grading, Progressions, Dismissal, and Re-admission Policy.

Test Security Policy

In order to ensure the security of all examinations, the School of Pharmacy has adopted the following policies:

1. Test Administration

    A. Non-electronic testing
        a. Students may not access any electronic equipment during the exam that has not been provided by the faculty, including but not limited to calculators, cell phones, laptops and PDAs.
    B. Electronic testing
        a. Only those resources (electronic or otherwise) approved by the instructor may be used or accessed during the testing session.
        b. Students enrolled within courses using electronic testing must download and install the Respondus Lockdown Browser. The installation will require an installation code that must be acquired from Computing Services.

2. Test Review

    A. Students will not be allowed to view any exam without direct supervision of course faculty or site facilitator
    B. Students must review tests within time specified by the course faculty.
    C. Limited numbers of students may be allowed to view the exam at one time depending on office size, space, and faculty preference.
    D. Students will be allowed to review the exam only one time, and time limits may be placed on review as specified by course faculty.
    E. NO notes can be taken by the student while reviewing the test, and students are not allowed to access any electronics while reviewing the tests. NO copies electronic or written!
    F. Individual student printouts for exams are to be retained by the faculty.
    G. Faculty have the right to place further restrictions on test review as deemed necessary.