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School of Pharmacy

# Introductory Pharmacy Practice Experience in Institutional Settings 1 (IPPE 2)

## Syllabus

### PHAR 812

Fall 2012, and Spring 2013

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

**\*The faculty reserves the right to change the course syllabus, effective upon the student receiving written notification (e-mail) and verbal notification during regular class hours.**

**Credit Hours: 1**

**Location & Schedule:** Institutions in West Virginia, Kentucky, and Ohio

Monday & Wednesday 8:00 am 11:30 am or

Tuesday & Friday 8:00 am 11:30 am

Team Leader	Office Hours	Office	Email	Phone
Robert B. Stanton, MBA, Pharm.D., BCPS	Tuesday: Noon – 1 PM & by appointment	138-A	RStanton@Marshall.edu	304.696.7350

#### Course Description

Introduction to institutional pharmacy practice in a supervised setting. Students are exposed to the role and responsibilities of the institutional pharmacist; the importance of effective communication between pharmacists, patients and other health care providers; and the application of local, state and federal laws governing pharmacy practice. Reinforces knowledge, skills, and attitudes in the care of institutional patients.

- Prerequisites**
- P-1 Status
  - Student are required to meet all the legal requirements of the state(s) in which they will participate in IPPE rotations
  - Immunization certificate completed successfully
  - Pharmacy Practice I completed successfully
  - CPR Certification
  - Students are required to meet all site specific requirements

#### Text Books (Resources):

**Required:** None

**Recommended:** Pocket-size Drug Information book or a PDA or smartphone version of a drug information program, such as, Lexicomp, ePocrates, Clinical Pharmacology, or similar program

**Course Objectives:**

<b>Number</b>	<b>Objective</b>	<b>Link to MUSOP Abilities</b>	<b>How Assessed</b>
1	Exhibits professional attitude, behavior, communication, and collaboration.	58: Dresses appropriately for each practice setting	Professionalism Assessment
		65: Provides customer service	
		66: Is empathetic during provision of patient care	
		14: Integrates himself/herself into the healthcare team in a positive manner	
		15: Aware of current healthcare and stakeholder stressors	
		38: Deserves the public's trust due to existence of personal integrity, professional competency, and dedication to the profession and patient.	
		39: Assumes responsible for actions, success, and failures	
2	Recognizes and respects cultural differences of others.	22: Places professional responsibilities before own cultural beliefs and prejudices	Professionalism Assessment
		14: Integrates himself/herself into the healthcare team in a positive manner	
3	Protects patient privacy and follows HIPAA policy.	64: Practices lawfully and ethically	Communication Assessment
4	Calculates drug dosages accurately and allows for dosage adjustment for diverse patient groups.	23: Execute a patient order or prescription	Prescription Processing Assessment & Workbook exercise
		25: Accurately perform pharmaceutical calculations	
5	Diagrams the steps for prescription processing from prescribing to dispensing	23: Execute a patient order or prescription	Prescription Processing Assessment and Workbook exercise
		25: Accurately perform pharmaceutical calculations	
		23: Execute a patient order or prescription	
		25: Accurately perform pharmaceutical calculations	
6	Identify all the legal requirements of a medication prescription and prescription label.	64: Practices lawfully and ethically	Prescription Processing Assessment
7	Participates in an interprofessional exchange between nursing and pharmacy (observes medication administration nurse)	47: Provides and receives feedback in the educational and professional environments	Prescription Processing Assessment
8	Develop Life-long learning skills	47: Provides and receives feedback in the educational and professional environments	Reflection Paper
		53: Communicates through use of professional written media	
		62: Self evaluates for the purpose of personal continuous quality improvement	
		63: Commits to life-long learning	

**Course Evaluation (assessment) - Point distribution:**

<b>Assessment</b>	<b>Percent Final Grade</b>
Critical reflection paper completed	4
Professionalism	30
Communication	24
Prescription processing	32
Workbook	10

**Letter grades distribution:**

A	89.5 to 100 %
B	79.5 to 89.49 %
C	69.5 to 79.49
F	Less than or Equal to 69.49

**Attendance policy:**

All students are expected to adhere to the rotation attendance policy and are required to spend a minimum of 8 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 absents** 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 early 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 IPPE rotation, they will automatically fail the rotation unless the missed time is made up.

## **Length of Course**

This experiential pharmacy practice will consist of two 3.5 hour (4 academic hours) days 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 expectations 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.