

**Introductory Pharmacy Practice Experiences in  
Institutional Settings 1 (IPPE – 2)  
Syllabus  
PHAR 812  
Fall 2015, Spring 2016**

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

The School of Pharmacy reserves the right to change the course syllabus. *The School should notify the students through the course notification system or by an email preferably through the Blackboard system.*

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

|                              |                                                                                           |
|------------------------------|-------------------------------------------------------------------------------------------|
| Course meeting days and time | Monday & Wednesday – afternoons (4 hours) or<br>Tuesday & Thursday – afternoons (4 hours) |
| Credit Hours                 | 1 Hour                                                                                    |
| Location                     | Health-system pharmacy practice locations in WV, OH, and KY                               |
| Team Leader / Instructor     | Robert Stanton, MBA, PharmD, BCPS                                                         |
| Office                       | CEB 144 (Experiential Learning Office)                                                    |
| Phone                        | 304-696-7350                                                                              |
| Email                        | <a href="mailto:rstanton@marshall.edu">rstanton@marshall.edu</a>                          |
| Office hours                 | Tuesday: Noon – 1 PM & by appointment                                                     |

| Faculty                              | Email                                                                    | Office  | Phone Number | Office Hours / Appointments accepted?    |
|--------------------------------------|--------------------------------------------------------------------------|---------|--------------|------------------------------------------|
| Craig Kimble, PharmD, MBA, MS, BCACP | <a href="mailto:Craig.kimble@marshall.edu">Craig.kimble@marshall.edu</a> | CEB 145 | 304-696-6014 | Yes – Monday 10-11 AM and 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:** 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

**Text Books:**

**Required:** None

**Recommended:** 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                                             |                                                                     |
| 9. | Serve those in need in the community, developing communication/interpersonal skills, cultural values, beliefs and biases that may influence delivery of care to those who are different, i.e. culture, socioeconomic and age. | 42: Engages in public service                                                 | Documentation by Coordinator. See Form at the end of this Syllabus. |

**Course Evaluation (assessment):**

**Point or Percentage Distribution:**

| Assessment                                      | Percent Final Grade |
|-------------------------------------------------|---------------------|
| Critical reflection paper completed             | 4                   |
| Professionalism                                 | 30                  |
| Communication                                   | 24                  |
| Prescription processing                         | 32                  |
| Workbook                                        | 10                  |
| 4 hours of Healthcare-related Service Learning* | Required to pass.   |

\*Four hours of healthcare-related Service Learning are required to pass the course. It is the student's responsibility to secure a site for Service Learning. See form that is required for service learning at the end of the syllabus.

**Course Evaluation (grading):**

**Letter grades distribution:** A = 89.5 to 100%  
 B = 79.5 to less than 89.49%  
 C = 69.5 to less than 79.49%  
 F = Less than 69.49%

**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 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 one tardy then this will be classified as an unexcused absence. On time is defined at work and in place to start tasks.

**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.**

**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.

**All missed time (for any reason, with the exception of an approved holiday) must be made up.**

### **Length of Course**

This experiential pharmacy practice will consist of two 4 hour 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 expections 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, please refer to the MUSOP Secure Testing Policy. The policy can be found on the Marshall University School of Pharmacy website in section [400.003 Secure Testing Environment Standards](#).

## Service Learning Documentation Form

Student Name (print): \_\_\_\_\_

Class of 20\_\_\_\_\_

Marshall University ID: \_\_\_\_\_

Date of Service Experience: \_\_\_\_\_ Number of service hours completed:\_\_\_\_\_

### Contact Person/Coordinator Information

Name (First and Last Name): \_\_\_\_\_

Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ @ \_\_\_\_\_

### Organization/Site Information

Site Name: \_\_\_\_\_

Address: (street, city, state, & zip): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Brief Description of Service Provided: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Person/Coordinator Signature: \_\_\_\_\_