

**Introductory Pharmacy Practice Experiences in  
Community Settings 2 (IPPE – 3)  
Syllabus  
PHAR 813  
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 – mornings (4 hours) or Tuesday & Thursday – mornings (4 hours)
Credit Hours	1 Hour
Location	Community 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:** Community pharmacy practice in a supervised setting. Students are exposed to the role and responsibilities of the community 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. Enhances the knowledge, skills, and attitudes in the care of ambulatory patients.

**Prerequisites:** P-2 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>Linkage to MUSOP Abilities</b>	<b>How Assessed</b>
1	Exhibits professional attitude, behavior, dress, communication, and collaboration. Shows up ready to start the rotation at the specified time.	57: Dresses appropriately for each practice setting 64: Provides customer service 65: 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 43: Provides patient care targeted at improving the health of the community 47: Provides and receives feedback in the educational and professional environments 59: Adapts to new practice challenges and environments in a positive manner	Professionalism Assessment
2	Recognizes and respects cultural differences of others. Demonstrates professional and courteous behavior and response to patients, customers, and/or employees in the pharmacy.	22: Places professional responsibilities before own cultural beliefs and prejudices 65: Is empathetic during provision of patient care 39: Assumes responsible for actions, success, and failures 59: Adapts to new practice challenges and environments in a positive manner	Professionalism Assessment
3	Self-directed and/or engaged in undertaking tasks and completing assignments.	39: Assumes responsible for actions, success, and failures	Professionalism Assessment
4	Protects patient privacy and follows HIPAA policy.	63: Practices lawfully and ethically	Communication Assessment
5	Smoking Cessation Counseling for non-prescription products	48: Counsels Patients	Communication Assessment
6	Non-prescription Medication Counseling	48: Counsels Patients	Communication Assessment

7	Prescription medication counseling of a top 200 drug	48: Counsels Patients	Communication Assessment
8	Accurately calculate a weight-based dose	23: Execute a patient order or prescription	Calculations Assessment
		24: Accurately perform pharmaceutical calculations 1: Critical thinking and problem solving 9: Document professional practice activities	
9	Accurately calculate days supply	23: Execute a patient order or prescription	Prescription Processing Assessment
		24: Accurately perform pharmaceutical calculations 1: Critical thinking and problem solving 9: Document professional practice activities	
10	Describe the controlled substance inventory and control process	63: Practices lawfully and ethically 31: Manages inventory and inventory turnover	Inventory management Assessment
11	Fully describe the site's inventory management system, for example, par levels, min/max amounts without prompting	31: Manages inventory and inventory turnover	Inventory management Assessment
12	Fully describe the site's medication procurement system	31: Manages inventory and inventory turnover	Inventory management Assessment
13	Describe the processing of 3 <sup>rd</sup> party (insurance) claims	30: Uses third-party payer systems to acquire reimbursement of services provided	Information systems and technology Assessment
14	Demonstrate the ability to sign-in, navigate, and obtain appropriate information from the state controlled substance monitoring program.	63: Practices lawfully and ethically 23: Execute a patient order or prescription 68: Integrates technology and practice to minimize patient risk 69: Reports incidences that threaten patient safety	Information systems and technology Assessment
15	Demonstrate the ability to sign-in, navigate, and obtain appropriate information from the pseudoephedrine monitoring program.	63: Practices lawfully and ethically 23: Execute a patient order or prescription 68: Integrates technology and practice to minimize patient risk 69: Reports incidences that threaten patient safety	Information systems and technology Assessment
16	Demonstrate the ability to compound a prescription	23: Execute a patient order or prescription	Compounding Assessment

	accurately and within a reasonable time.	24: Accurately perform pharmaceutical calculations 25: Compound oral, topical, rectal, vaginal, parenteral, sterile medication formulations	
17	Demonstrate the ability to label a compounded prescription accurately and within a reasonable time.	23: Execute a patient order or prescription 24: Accurately perform pharmaceutical calculations 25: Compound oral, topical, rectal, vaginal, parenteral, sterile medication formulations	Compounding Assessment
18	Demonstrates the ability to communicate appropriately with prescriber's office with no assistance	14: Integrates himself/herself into the healthcare team in a positive manner	Interprofessional Education Assessment
19	Reflection Paper	61: Self evaluates for the purpose of personal continuous quality improvement 62: Commits to life-long learning 53: Communicates through use of professional written media 1: Critical thinking and problem solving	Completion of Reflection Paper
20	Service Learning	42: Engages in public service	Completion of Service Learning <i>and</i> Form.

**Course Evaluation (assessment):**

**Point or Percentage Distribution:**

**Point distribution:**

<b>Assessment</b>	<b>Percent Final Grade</b>
Critical reflection paper completed	10
Professionalism	25
Communication	30
Calculations	10
Inventory Management	8
Information Systems and Technology	5
Compounding	5
Interprofessional Education	7
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 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, 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: \_\_\_\_\_