

**Introductory Pharmacy Practice Experiences in
Institutional Settings 2 (IPPE – 4)
Syllabus
PHAR 814
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	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	rstanton@marshall.edu
Office hours	Tuesday: Noon – 1 PM & by appointment

Faculty	Email	Office	Phone Number	Office Hours / Appointments accepted?
Craig Kimble, PharmD, MBA, MS, BCACP	Craig.kimble@marshall.edu	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: 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-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:**

Number	Objective	Link to MUSOP Abilities	How Assessed
1	Exhibits professional attitude, behavior, communication, and collaboration.	57: Dresses appropriately for each practice setting	Professionalism Assessment
		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 58: Aware of current political and professional debates 59: Adapts to new practice challenges and environments in a positive manner	
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	Is self-directed and/or engaged in undertaking tasks and completing assignments.	14: Integrates himself/herself into the healthcare team in a positive manner 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	Create and provide an accurate, informative, and usefully in-service on a top 200 medication. "Medication Minute".	14: Integrates himself/herself into the healthcare team in a positive manner	Communication Assessment
6	Demonstrate the ability to always uses electronic devices - cell phone, tablet, computer - professionally and/or according to the sites policies.		Communication Assessment
7	Demonstrate the ability to accurately calculate the Number of Doses and/or the time the dose and/or days supply independently and without assistance	23: Execute a patient order or prescription 24: Accurately perform pharmaceutical calculations 9: Document professional practice activities	Observation and verification of work. Calculation Assessment
		66: Adheres to the tenets of patient safety	

8	Accurately restock Inventory in all areas of the pharmacy. Introduction to Look-alike, Sound-alike inventory separation.	31: Manages inventory and inventory turnover	Observation. Inventory Management Assessment
9	Describe <i>fully</i> the site's medication procurement system, including controlled substances, without prompting	31: Manages inventory and inventory turnover 63: Practices lawfully and ethically	Inventory Management Assessment
10	Prepare a compounded medication (IV or non-IV) accurately and timely. Label the medication accurately and timely	24: Accurately perform pharmaceutical calculations 23: Execute a patient order or prescription 25: Compound oral, topical, rectal, vaginal, parenteral, sterile medication formulations	Observation and verification of work. Compounding Assessment
11	Describe accurately and fully describes the automated dispensing machine process and/or the cart-fill process	66: Adheres to the tenets of patient safety 63: Practices lawfully and ethically	Information Systems and Technology Assessment
12	Participates in an interprofessional exchange between other health professions and pharmacy	14: Integrates himself/herself into the healthcare team in a positive manner 47: Provides and receives feedback in the educational and professional environments 59: Adapts to new practice challenges and environments in a positive manner	Inter-professional Education Assessment
13	Develop Life-long learning skills	47: Provides and receives feedback in the educational and professional environments 52: Communicates through use of professional written media 61: Self evaluates for the purpose of personal continuous quality improvement 62: Commits to life-long learning	Completion of Reflection Paper
14.	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	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 expektorations 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: _____