

APPE UPDATE



Skaggs School of Pharmacy and College of Health Professions and Biomedical Sciences

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FROM:

Gayle Hudgins
 Director
 Experiential Education
 Pharmacy Practice

We are at the end of the second week of the third fall APPE rotation. Hope everything is going well for you at your new site. If you are going to a new site on November 23, call your new instructor/preceptor the week before you start to confirm your starting time, place, etc.

ASHP RESIDENCIES

The article on ASHP residencies in an earlier newsletter may have given you the impression that you had to go to the ASHP Midyear Meeting in order to do a residency. While the Midyear meeting does provide a nice opportunity to talk with a lot of different residency programs, **it isn't a requirement.**

All of the information you need to pursue a residency can be found on ASHP's home page (www.ashp.org) under Residency Information. There, you can access the Residency Directory which you can use to request information and

applications from the programs you are interested in. You can deal directly with each site, submitting applications and related materials, and scheduling interviews. The calendar published in the earlier newsletter is applicable; just omit the references to the Midyear meeting and proceed!

If you are going to participate in the ASHP Matching Program, you need to register by January 8, 2010. Please remember that there are also residency programs in community pharmacies, in LTC pharmacies and in other settings. Please contact Gayle for more information on these settings.

Inside News

<http://www.health.umt.edu/schools/practice/current/appenewsletters.htm>

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REGISTRATION FOR SPRING SEMESTER

If you need to register for your remaining rotations for spring 2009 you will receive your registration form, advising number and other registration information in a mailing being sent next week.

Please review your APPE rotation schedule and contact Gayle if you have any questions. Preregistration is done through Cyber Bear starting October 27 and registration/bills will be available on Cyber Bear after December 1. Your schedule/bill must be

finalized by January 16 or your preregistration will be cancelled, and you will need to start over and will pay a late fee of \$40. Late registration via Cyber Bear runs January 21 to January 30; registration must be finalized by midnight February 1 to avoid a \$40 late fee. Fee payment will be via Cyber Bear with any financial aid refund mailed to you. Final registration runs from February 2 through February 17 with a \$40 late fee.

RESIDENCY INFORMATION SESSION/ ASHP PREPARATION

For all students interested in residencies, there will be a question and answer session on November 12, from 5-6pm, in room SB336. Mike Rivey, Bill Docktor, Kendra Procacci, and the current CMC resident will be available to answer your questions.

Topics will include, but not be limited to: What should I expect from the ASHP midyear meeting?; What is the resi-

dency showcase all about?; How do I apply for programs?; How do I prepare for interviews?; Do I have to go to midyear?; What if I can't go to midyear?; How does the match work?; What do I include in my cover letter?; and What questions should I ask the directors and residents?

Please RSVP to Kendra at Kendra.procacci@umontana.edu by November

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SECOND WEEKCHECKPOINT

Now is the time to look over **the APPE goals and objectives, and/or the inpatient or ambulatory care guidelines**, in your manual to see what you have done so far, and to plan with your instructor what is to be covered in the remaining time in the rotation.

If you are in an elective rotation, your instructor should have completed the **preliminary (two week) evaluation** by the end of this week or early next week. This evaluation can be given to you to return to the school or can be mailed to me at the School of Pharmacy.

You should be completing your **Experiential Log**, recording your daily hours and transferring these hours weekly to the **Advanced Pharmacy Practice Experience Affidavit** where your instructor will sign them. At the

conclusion of the rotation, complete your evaluation of your experience and of your instructor. You will also need to have your instructor complete the next section of the **Evaluation Summary**, the form on heavy yellow paper.

You should also be compiling your **portfolio** (a collection of the materials that you develop during the P-4 year). You should maintain a pocket for each rotation and should place in it the required materials mentioned in the inpatient, hospital, community pharmacy and ambulatory care rotation guidelines as well as any materials you might develop in elective activities. In the elective rotations, you and the instructor should establish the activities to be included in the rotation. You should then include representative examples of your work produced in those activities.

ASHP MID-YEAR CLINICAL MEETING

The ASHP Midyear Clinical Meeting will be held in Las Vegas, NV December 6-10, 2009. This is an excellent meeting to attend, not only for the continuing education and exhibits, but for the chance to obtain information on residencies, visit with residency preceptors, interview for pharmacy positions and network with practitioners from all over the country.

Student registration fee before Nov 23rd is \$215 member and \$265 nonmember. Pre-meeting registration closes on November 24th. Rates may increase up to \$100 for on-site registration.

Mike Rivey and Kendra Procacci will hold an informational question and answer session, November 12, for those planning to attend. If you are on rotation outside Missoula, you can participate via telephone conference call.

The ASHP Clinical Skills Competition was held this past spring. The winners, Nicole Rogers and Kori Miller, will represent the school in the annual Clinical Skills Competition that will be held on December 5th and 6th.

The dean's office will pay a portion of the early member student registration fee upon presentation of a registration receipt after the meeting. The exact amount of available funding will be determined by the dean's office in the near future.

If you are in rotation during the last fall rotation period, November 23rd-December 18th, you will need to negotiate with your preceptor regarding the time you would miss going to the midyear meeting. In the past we have allowed students to count the time at the meeting (but not travel days) as APPE hours, as long as all of the rotation requirements are met. For a registration form and more information, go to: www.ashp.org/midyear09

If you have any questions about the ASHP meeting or residency programs, contact Kendra Procacci at Kendra.procacci@umontana.edu

HOLIDAY HOUR REQUIREMENT

We have been operating so far with the understanding that a 4-week rotation contains 160 hours of practical experience and that a student could have one day each rotation where time missed would not have to be made up. That day can be used to make up for a holiday within the rotation, for illness, for doctor's or other appointments, for interviewing, etc. It must be used within that rotation and can not be saved up

for use in another rotation under normal circumstances.

Because of the Thanksgiving holiday during the fourth rotation, we are adding a second day that does not have to be made up in that 4-week period. Thus, in late November/December, you can have up to two days in that rotation that don't have to be made up. **However, except in an emergency, you must notify your**

instructor in advance and arrange to make up any assignments or tasks missed. Any time missed beyond those two days must be made up through arrangements with the instructor. If the amount of time missed is going to be more than can be made up easily, please contact me immediately so that we can discuss the situation and attempt to find a solution. Remember, you need to return with at least 144 hours in the fourth rotation.

CPR AND IMMUNIZATION REQUIREMENTS

You need to keep the school current on the status of your **health insurance**. If your provider changes, send Karen a photocopy of your new ID card. You can FAX documentation to Karen at 406-243-4353 or it can be mailed to her attention at the School of Pharmacy.

Your CPR must be renewed annually or biennially, depending upon the provider, and your PPD must be re-done annually. We will send you reminders, a month in advance by email, **but it is your responsibility to renew your requirements and forward the documentation to Karen.**

Failure to provide renewal documentation by the end of the month of expiration will result in loss of APPE hours until the documentation has been submitted. Karen maintains this documentation and has the list of APPE students posted on the bulletin board outside SB 323/324 showing when the CPR and PPD expire. Student ID numbers are listed in place of the student name for the purpose of confidentiality. If you are outside

Missoula and need to know this information, call Karen at 243-4226. Also, If you are outside Missoula, check with the hospital in which you are doing rotations for information on renewing both the CPR and the PPD. The PPD can be done at public health departments or in any physician's office.

Please be aware CPR Heart-Saver certification is NOT accepted. Nor are on-line courses accepted. Certification must be for healthcare providers and students must be tested in both writing and in practice.

CPR sites and phone numbers:

Community Medical Center (2 yr certification,) call Marie at 327-4009; International Heart Institute and St. Patrick Hospital, 406-329-5668 or 5613.

Students will be contacted through e-mail when CPR classes are taking place on UM campus.

MIDPOINT EXIT INTERVIEWS

Each student has two "exit" interviews during the APPE year in the pharmacy program. One is done at the midpoint (after four or five months of rotations); the other is done at the end of the year over the second set of rotations. Depending on student location and schedule, the midpoint exit interview may be done as early as after three months of rotations or as late as six months. The midpoint meetings are a valuable part of the school's quality assurance program for the APPE year. It also provides an opportunity to turn in your evaluations and a sample of your portfolio materials, and to finalize your internship hours on your APPE Affidavit which eventually is sent to the Board of Pharmacy.

Many students have been inquiring about what they should do with their completed evaluations from summer rotations. While I encourage students to submit all of their evaluations and a copy of the APPE affidavit after each rotation, you can choose to hold onto your paperwork until the midpoint exit interview. However, you are responsible for turning in all evaluations so be sure to keep them in a safe place so that they will be available at our meeting. Otherwise, you will have to return to your earlier preceptors for a replacement copy of the evaluation.

A number of students have now completed four months of rotations and are ready for the midpoint meeting. In Missoula, I hold the mid-

point exit interviews in my office, usually in the late afternoon when you can leave your current APPE site a little early. Students leaving Missoula for an extended period of time will meet with me before their departure. For students located outside Missoula, we will meet as I visit your community during the fall semester and early spring semester. In any event, **I will let you know when you are due for a midpoint exit meeting so that we can schedule it.**

Please remember that we do not use the traditional Board of Pharmacy Internship Program paperwork (Internship Experience Affidavit and Evaluation of Internship Site) in the APPE year. You need to be recording your hours daily on the Experiential Log and transferring them weekly to the APPE Affidavit where your preceptor of record will sign for each week's hours. Do not send any paperwork to the Board of Pharmacy, either before or after our midpoint exit meeting. All APPE hours are reported to the Board at the end of the APPE year, when all work is complete.

Questions? Call 406-243-6495 or e-mail (gayle.hudgins@umontana.edu) me!

MISCELLANEOUS INFORMATION

A reminder that APPE students should carry their **Montana Board of Pharmacy internship license** with them during the APPE year. The inspectors for the Board of Pharmacy visit Montana pharmacies and may ask to see your license. In order to avoid leaving the original license in one of your APPE sites, it's suggested that you photocopy your license if posting it, so that the original stays in your possession.

Remember that many sites require you to produce your CPR, PPD and Hep B series and titer documentation. You are to carry copies of

these with you when starting a new rotation. Some sites require a copy of your MMR, too. There are a few hospital sites that require a copy of your background check so be sure you carry it with you.

Please contact Karen Franceschina if you change your name, mailing address, phone number or e-mail address.

Recently married or plan to marry during your P4 year? Contact Karen with your new name so we can have the correct name on the evaluation.

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APPE CALENDAR			
Nov	20th End of third fall rotation	23rd Start of the fourth fall rotation	
Dec	6-10th ASHP Mid-year Clinical Meeting, Las Vegas, NV	18th End of the fourth fall rotation	

MISCELLANEOUS INFORMATION.....

(Continued from page 3)

tions for your rotations. **You will also want to submit an updated profile** to Karen as the profiles are sent to the instructors with their evaluations. If you receive a **new health insurance care or change providers**, be sure you submit a copy to Karen.

APPE Update...Be sure to read it every two weeks because most of the information you will need to have will be in these issues.

Each issue will remain on the website page so you can refer to previous issues. We will continue to mail to you periodically when we have items to go out that are not in electronic format.

If you didn't make it to the 5th Annual Health Professions Career Fair on Oct 21st, the **21st Annual Big Sky Career Fair** will be held February 24, 2010. Look for details in a later APPE Update.

RESIDENCY INFORMATION SESSION/ASHP PREPARATION.....

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10 if you plan on being there. Students out of town can call in to join the discussion. Let Kendra know if you will be attending or calling in. Pizza and beverages will be provided.

DRUG INFORMATION SERVICE (DIS) FALL

DIS FALL HOURS:

Monday to Thursday
7:00am-9:00pm

Friday
7:00am-6:00pm

Saturday
9:00am-6:00pm

Sunday
12:00 pm-9:00 pm

The DIS will be closed on holidays, and hours may change during Finals Week. Please check the hours posted on the doors.

November 11th is a holiday for the University. For holiday or weekend access, check a key out from Shannon in the pharmacy practice office, SB316, during working hours. **Keys must be returned on the next working day** as there are only a limited number of keys available and others must have access.

Dave Forbes,
Dean
243-4621,
SB 344



Lori Morin
Assistant Dean
for Student
Affairs
243-4080,
SB 335
lori.morin@
umontana.edu



Gayle Hudgins,
Director
Experiential
Education
243-6495
(Days),
728-3094 (Evenings),
SB 324, gayle.hudgins@
umontana.edu



Karen Franceschina
Administrative
Coordinator
Experiential
Education
243-4226, SB 323
karen.franceschina@
umontana.edu



Shannon Sivertsen
Pharmacy
Practice
Administrative
Support,
243-4624,
SB 316



11/11/09, Wed	Hamilton	Bitterroot Drug	8:00am starting time
11/12/09, Thurs	Missoula	Missoula Indian Center (Ft. Missoula Heritage Hall)	8:00am to 1:00 pm
11/13/09, Fri	Havre	Burlington Northern	8:00am to 4:00pm
11/17/09, Tues	Philipsburg	Granite County Medical Center	8:00am to 1:00pm
11/19/09, Thurs	Butte	Belmont Senior Center	8:00am to 2:00pm
12/1/09, Tues	Kalispell	Glacier Ridge Pharmacy	9:00am starting time
12/2/09, Wed	Columbia Falls	Pamida	9:30am starting time
12/3/09, Thurs	Whitefish	Alpine Ridge Pharmacy	9:00am starting time

UPCOMING IPHARM EVENTS

Contact Rachael Curran at 243-2339 or rachael.curran@umontana.edu if you are interested in participating.

“There are only two options regarding commitment: You’re either in or you’re out. There’s no such thing as life in between.”



__UNK