West Virginia University
School of Pharmacy
Fall 2013

Pharmacy 703: IPPE 1
1 credit hour
Monday, 3:00 PM – 3:50 PM
HSC

Course Coordinator: Gina Baugh, Pharm.D.
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E-mail: gbaugh@hsc.wvu.edu

Required Texts
Sigler’s Prescription Top 300 Drug Cards, 29th Edition

Other Required Items
Professional attire is required when students are at experiential sites. The student is expected to adhere to the WVU School of Pharmacy Dress Code Policy and Procedures for Doctor of Pharmacy Clinical Rotations. This includes a white laboratory coat with an identification badge.

Catalog Description:
PR: First professional year standing or consent. Gain hands-on experience in a variety of pharmacy practice settings. Expose students to professionalism concepts.

Course Overview
Students will be introduced to community pharmacy practice. Each student will be assigned to a community pharmacy for the year to complete workbook activities. This is called Introductory Pharmacy Practice Experiences or IPPE. Students will be introduced to many concepts involved in community pharmacy practice. Students will also gain knowledge about professionalism.

Technical Assistance
Technical issues involving the on-line scheduling system, EMS, and the SOLE site for Phar 703 should be directed to the Office of Experiential Learning Program Specialist.
Educational Outcomes (from the WVU School of Pharmacy Educational Outcomes)

EO 1 Provide Pharmaceutical Care to Patients
   I. Individual Patient Care
      F. Accurately interpret, prepare/compound, handle and dispense prescriptions for patients.

EO 2 Participate as an Interprofessional Health Care Team Member
   A. Collaborate and interact directly with physicians, other health care professionals, patients, and/or their caregivers to integrate and ensure continuous care and to achieve desired patient-specific, population-based, resource, systems, or public health outcomes.

EO 4 Promote Public Health
   A. Promote public awareness of health and disease, including health promotion and disease prevention strategies.
   D. Collaborate and cooperate with other health and non-health care professionals and personnel to identify and help resolve public health concerns and problems.

EO 5 Manage Health Care Resources and Medication Use Systems
   D. Develop and implement systems to prepare, dispense, distribute and administer medications to optimally serve patient’s drug-related needs.

EO 6 Conduct Pharmacy Practice Duties and Care Responsibilities in Accordance with Professional Guidelines and Laws
   A. Comply with federal, state, and local statutes and regulations and current practice standards.
   C. Exhibit professionalism and ethical behavior in all responsibilities.

EO 7 Utilize Health Care Informatics
   A. Use technology appropriately for professional communications and presentations.
   B. Access needed patient data or records electronically while abiding by security procedures and relevant ethical and legal considerations and constraints.
   C. Use electronic databases to access scientific and professional literature needed for professional practice and to maintain knowledge and competence.
   D. Use information system applications and technology e.g., electronic medical records, prescription order entry, computer-generated reminders, decision support systems, to enhance the safe and effective use of medications.
**General Abilities**

GA 2  Verbal and Non-Verbal Communication (Communicate effectively, verbally and non-verbally, with audiences of different types and sizes)

GA 3  Written Communication. (Write and use a variety of written formats to communicate effectively with audiences of different types and sizes)

GA 4  Values and Ethics (Discuss the influence of values on ideas and actions and demonstrate ethical conduct in personal and professional settings)

GA 5  Self-Learning (Demonstrate the interest and ability to independently pursue new knowledge and skills, conduct self-assessments, and respond appropriately to remedy any deficiencies in light of feedback and new information obtained)

GA 6  Social Responsibility and Citizenship (Demonstrate an appreciation for cultural diversity and differences of opinion, an understanding of how societal issues affect human behavior, events, and professional practice, and effective interpersonal and intergroup behaviors)

GA 7  Information Retrieval/Literature Assessment (Identify, retrieve, analyze, and evaluate information from resources and published literature, formulate conclusions, and apply the knowledge gained to decision making, problem solving, and patient care)

GA 8  Leadership (Identify leadership styles and factors that influence the ability to initiate change in the profession, analyze and critique personal strengths and weaknesses in assuming leadership, and exhibit leadership skills and the ability to initiate change)

**Required Activities Outside of the Classroom**

Students will be assigned to a community pharmacy for the P1 year. Each student must complete 25 hours in the community pharmacy setting this semester. Students will arrange the 25 hours with the preceptor. Discussion and workbook activities will be required and are included in the “community pharmacy practice experience” listed in the evaluation/grading chart below. The student **must** complete 10 hours prior to October 28, 2013 and **must** have completed the 25 hours by December 2, 2013.
Evaluation and Grading Policies

<table>
<thead>
<tr>
<th>Course Evaluation Methods</th>
<th>EOs and GAs</th>
<th>Points/% of Course Grade</th>
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</thead>
<tbody>
<tr>
<td>Professionalism Activity</td>
<td>GA 3 &amp; 4</td>
<td>10 points</td>
</tr>
<tr>
<td>Top Rx Drugs Quiz 1</td>
<td>EO 1.F</td>
<td>10 points</td>
</tr>
<tr>
<td>Top Rx Drugs Quiz 2</td>
<td>EO 1.F</td>
<td>10 points</td>
</tr>
<tr>
<td>Top Rx Drugs Quiz 3</td>
<td>EO 1.F</td>
<td>10 points</td>
</tr>
<tr>
<td>Top Rx Drugs Quiz 4</td>
<td>EO 1.F</td>
<td>10 points</td>
</tr>
<tr>
<td>Final Exam – Top Rx Drugs</td>
<td>EO 1.F</td>
<td>50 points</td>
</tr>
<tr>
<td>Class Attendance</td>
<td>EO6.B</td>
<td>30 points</td>
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<tr>
<td><strong>Total course points</strong></td>
<td></td>
<td><strong>230 points</strong></td>
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**Grading Scale**

<table>
<thead>
<tr>
<th>Satisfactory</th>
<th>Unsatisfactory</th>
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<tbody>
<tr>
<td>100 – 79.5 % = 182.9 points</td>
<td>79.49% ↓ = 182.8 points and below</td>
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<tr>
<td>(79.50-79.99% rounded to 80%)</td>
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The course will be graded as satisfactory/unsatisfactory. In order to receive a grade of satisfactory for the course, a student must:

1. Achieve an over-all semester average of 80% based on the point values listed above
2. Complete HIPPA and OSHA training prior to beginning their community practice experiences
3. Receive a grade of satisfactory (average score of 3) for the community practice experience on the student assessment form completed by the preceptor
4. Submit the following documents via the electronic management system by December 2, 2013:
   a. Community practice experience workbook
   b. Student assessment form (SAF) completed by the preceptor
   c. Student self-assessment form
   d. Site & preceptor evaluation
   e. Hours log

***It is the student’s responsibility to ensure that all documents are turned in by the specified due date to the Office of Experiential Learning via the on-line tool. This includes the SAF completed by the preceptor. Failure to submit these documents by the due date specified may result in a grade of unsatisfactory for the course.

Please note: Students are expected to conduct themselves and participate as directed in a professional manner. Talking, texting, reading of extraneous material, using computer for non-
class activities (surfing the web, email, etc), or any behavior considered distracting or disrespectful of presenters will be grounds for grade reduction and/or disciplinary action.

**Remediation**

If a student receives a score of 2 (defined as “student had significant deficiencies in the needed skills/activities or only achieved competency expectations with a substantial requirement for intervention, assistance, or directed questioning”) or below in any area on the final student assessment form (SAF) for the semester, remediation will be required. The Director of IPPE and/ or the course coordinator will develop a remediation plan. The requirements of the remediation plan must be completed satisfactorily and within the specified amount of time or the student will be referred to the Committee on Academic and Professional Standards.

**Attendance**

Attendance at all classes, scheduled pharmacy visits, and small group discussions is mandatory. Attendance will be taken at the beginning of class sessions. There will be a 2.0 mandatory point reduction from the final point total for each unexcused class/visit/discussion session missed and each day an assignment is late. Tardiness to class, in excess of 5 minutes, is also considered an unexcused absence. Students are required to be seated prior to the start of class at 3:00PM. Extenuating circumstances (illness, death in the immediate family) may occur that would prevent attendance. In the event of an absence from class, the student or their designee is required to contact the course coordinator before class. The student must meet with the course coordinator within two (2) academic business days following the student’s return to arrange a make-up assignment (most likely a project or paper) or make-up quiz. The due date for the make-up assignment is left up to the discretion of the course coordinator. If the student does not satisfactorily complete the make-up assignment or make-up quiz within the designated time, there will be a 5% reduction in the overall course grade.

In the event of an absence from a scheduled site visit, the student or their designee is required to contact the community pharmacy preceptor before the scheduled time of the visit. The student must contact the preceptor within two (2) academic business days following the student’s return to arrange a make-up visit. If the student does not properly contact the community preceptor as outlined above or satisfactorily complete the make-up visit, there will be a 5% reduction in the overall course grade. If a student misses a second site visit or assignment and does not satisfactorily complete the make-up visit or make-up assignment within the designated time, the student will automatically receive a grade of unsatisfactory for the course.
Other Items

Transportation: The student must arrange transportation to and parking at rotation sites. Students may need to travel up to 1 hour to rotation assignments within the student’s assigned region. Therefore, the student must be prepared to commute if necessary. The student must obtain information about parking from the preceptor prior to the start of the rotation. Transportation and parking expenses are the student’s responsibility.

Inclement Weather: Traveling to experiential sites is the student’s responsibility. Students should use their own judgment in determining whether or not they are able to travel in adverse weather conditions. The student MUST call the preceptor if they are going to be late or are unable to attend a scheduled site visit.

Remuneration: The student must not receive any remuneration from the practice site or preceptor to which he or she is assigned for the completion of IPPE activities.

Cheating and plagiarism: Any use of resources other than your own recollection and reasoning ability on an exam, paper, or assignment is cheating. Plagiarism, a form of cheating, occurs when another person’s work is used without attribution or when it is copied without attribution. If a student cheats or plagiarizes she or he will fail the course. All incidents will be reported in writing to (1) Clinical Department Chairman and (2) the Assistant Dean for Student Services. WVU procedures regarding academic dishonesty will be enforced.

Note: This includes cutting/pasting information from Clinical Pharmacology and similar resources to prepare a drug monograph or respond to written drug information questions.

HIPAA: In the case of HIPAA violations, students will automatically be referred to the WVU SoP Academic and Professional Standards Committee. Any penalties imposed by that committee will be in addition to preceptor and APPE director penalties. Academic Integrity: Instructors will enforce rigorous standards of academic integrity in all assignments and examinations of this course. Policies and procedures to be followed in cases of academic dishonesty are contained in the School of Pharmacy Policy on Academic and Professional Standards Governing the Doctor of Pharmacy Degree Program.

Social Justice Statement: “West Virginia University is committed to social justice. I concur with that commitment and expect to maintain a positive learning environment based upon open communication, mutual respect, and nondiscrimination. Our University does not discriminate on the basis of race, sex, age, disability, veteran status, religion, sexual orientation, color or national origin. Any suggestions as to how to further such a positive and open environment in this class will be appreciated and given serious consideration. If you are a person with a disability and anticipate needing
any type of accommodation in order to participate in this class, please advise me and make appropriate arrangement with Disability Services (293-6700).”

**Days of Special Concern:** WVU recognizes the diversity of its students and the needs of those who wish to be absent from class to participate in Days of Special Concern, which are listed in the Schedule of Courses. Students should notify their instructors by the end of the second week of classes or prior to the first Day of Special Concern, whichever is earlier, regarding Day of Special Concern observances that will affect their attendance. Further, students must abide by the attendance policy of their instructors as stated on their syllabi. Faculty will make reasonable accommodation for tests or field trips that a student misses as a result of observing a Day of Special Concern.