Working Professional Doctor of Pharmacy Distance Learning Degree Program

Table of Contents

INTRODUCTION

Message from the Dean

On behalf of the faculty and staff, I would like to welcome you to the University of Florida College of Pharmacy. We look forward to working with you and helping you attain your career goals in pharmacy.

As you may know, you are one of the most highly regarded student body groups among all colleges of pharmacy in the United States. We are pleased that you have chosen this college to pursue your pharmacy education, and we are committed to ensuring that you have a positive and rewarding academic experience.

The College of Pharmacy mission is to prepare you to be the most competent practitioner possible. As professionals, are responsible for providing safe, rational and cost-effective drug therapy. Your college faculty intend to make sure that you are ready for this responsibility.

When you have completed the professional curriculum, you will have acquired the knowledge and skills you need to function as an effective problem-solver, communicator, leader and innovator. Your knowledge of medication use will be enhanced by a compassionate attitude, as you will have learned to listen to your patients and to understand the special needs and problems faced by those in your care.

As you pursue your academic career, you will be accessing the most current and useful body of drug knowledge, and you will be empowered to learn those clinical and administrative skills that will ensure a highly successful pharmacy career.

In addition, you will be interacting with some of the nation's most distinguished pharmaceutical scientists and the most widely recognized pharmacy researchers and clinicians. Our faculty is committed to the discovery of new drugs and new information to enhance the use of medications to treat disease. The faculty's dedication to scholarship contributes to your education, as well as to the advancement of science and the profession.

Because we want your pharmacy education to be a rewarding personal experience, we encourage you to participate in college activities and to become involved with the professional organizations that serve your chosen field.

Good luck to all of you for the coming academic year. We are proud of the hard work and achievements that have brought you to the door of the College of Pharmacy. And we will be even more pleased and proud when you have earned your degree.

Your success is the standard by which we measure the performance of the faculty and programs in this College of Pharmacy. We wish you all the best.

William H. Riffee, Ph.D.
Dean, College of Pharmacy

IMPORTANT EVENTS IN OUR COLLEGE'S HISTORY

1923   The first entering class of 43 students registered for classes in Science Hall, now Flint Hall and Peabody Hall. Dr. Townes R. Leigh, Head of the Department of Chemistry, was appointed Director of the School of Pharmacy by President Murphree. The School of Pharmacy offered the Graduate of Pharmacy degree (Ph.G.), the Pharmaceutical Chemist degree (Ph.C.), and the B.S. in Pharmacy degree (B.S. Pharm.). The School of Pharmacy was organized into Departments of Pharmacy and Pharmacognosy-Pharmacology.

1925   The School of Pharmacy was made a College of Pharmacy with Dr. Townes R. Leigh as the first dean. The first graduates were awarded diplomas. The first D.W. Ramsaur Award for Distinguished Scholarship was presented to John Gardner. The College of Pharmacy was granted membership in the American Association of Colleges of Pharmacy, the accrediting body for pharmacy education at the time. The graduate program for the Master of Science in Pharmacy degree began. The Legislature appropriated money to build the Chemistry-Pharmacy building (now Leigh Hall).

1926   The Medicinal Garden was created on ten acres of land on the campus. Construction began on the Chemistry-Pharmacy Building.

1928   The Rho Chi Society was granted a charter to the College of Pharmacy. The chapter was recognized as the Iota Chapter.

1930   The College of Pharmacy became the first college on the University of Florida campus to offer the Doctor of Philosophy degree. The degree was designated Doctor of Philosophy with a Major in Pharmacy.

1932   The first woman graduate of the University of Florida, Jeanette Radin Byers, received the Master of Science in Pharmacy degree.

1933   The Ph.G. and Ph.C. degrees were discontinued. The B.S. in Pharmacy degree became the only undergraduate degree offered by the College of Pharmacy. Dr. Leigh was appointed Dean of the College of Arts and Sciences and the College of Pharmacy was changed to a School of Pharmacy with Dr. B.V. Christensen as Director.

1934   The first recipient of the Doctor of Philosophy degree, L.J. Klotz, from the College of Pharmacy was recognized at graduation in June, 1934.

1935   The State Legislature passed an Act to permit women to enroll in the College of Pharmacy. The College of Pharmacy became the first co-educational program on the campus of the University of Florida.

1936   The women students in the College organized a society called the Spatula Club becoming the first woman's organization on the campus of the University of Florida.

1939   The first woman to receive the B.S. in Pharmacy degree from the College of Pharmacy and the University of Florida was Marjorie F. Baldwin Pinner. Dr. Christensen resigned as Director to become the Dean of the College of Pharmacy at Ohio State University. Dr. Perry A. Foote became the School's third Director. The Spatula Club received a charter as the Kappa Chapter from Kappa Epsilon Fraternity.

1940   The Bureau of Professional Relations was established to promote better communication among pharmacists and physicians, to function as a student and alumni affairs office, and to coordinate continuing education programs. Dr. Foote served as the first Director.

1945   Because of World War II only 4 students graduated from the School of Pharmacy. For only the second time in the history of the College of Pharmacy the D.W. Ramsaur Award was not presented.

1947 Final additions to the Chemistry-Pharmacy Building were constructed, thus finally completing the building as originally conceived in 1925. The Kappa Psi Pharmaceutical Fraternity was chartered as the Gamma Sigma Chapter.

1949 The School of Pharmacy became a College of Pharmacy with Dr. Perry A. Foote appointed as the second dean.

1950 The Chemistry-Pharmacy Building was officially dedicated to the memory of Dr. Leigh and named Leigh Hall. A pilot manufacturing plant was installed in Leigh Hall which enabled a major in industrial pharmacy within the graduate program of the Department of Pharmacy.

1951 The B.S. in Pharmacy curriculum was revised to require 4 academic years and a summer semester. The Graduate Council of the University of Florida accepted the designation Doctor of Philosophy with a Major in Pharmaceutical Chemistry.

1953 The first woman to receive the Doctor of Philosophy degree from the College of Pharmacy was Betty Lankford McLaughlin.

1954 The College of Pharmacy was made a unit of the J. Hillis Miller Health Science Center and planning began for a building for the College of Pharmacy in the Health Center. Dr. L. Gene Gramling served as Chairman of the Planning Committee.

1956 The Sigma Chapter of Rho Pi Phi Fraternity was established at the University of Florida College of Pharmacy.

1959 Groundbreaking Ceremonies for the Pharmacy wing of the Health Center were held. The Department of Pharmaceutical Chemistry was established giving the College of Pharmacy three departments: Pharmacy, Pharmacognosy-Pharmacology, and Pharmaceutical Chemistry.

1960 The B.S. in Pharmacy curriculum was expanded to five academic years to meet American Council of Pharmaceutical Education accreditation requirements. The curriculum allowed specialization in Community Pharmacy, Hospital Pharmacy, Industrial Pharmacy, and Research.

1961 Students began classes in the Pharmacy Building in the Health Center. Dr. Edward Garrett was granted the first Graduate Research Professorship by a faculty member in the College of Pharmacy.

1962 The Pharmacy Building in the Health Center was dedicated by University of Florida President J. Wayne Reitz.

1966 The Department of Pharmacognosy-Pharmacology was moved into the College of Medicine's Department of Pharmacology and Therapeutics.

1967 Dr. Perry A. Foote retired as Dean of the College of Pharmacy. Dr. George F. Archambault was appointed the third Dean of the College of Pharmacy. Dean Archambault resigned several months later.

1968 Dr. Kenneth F. Finger was appointed the fourth Dean of the College of Pharmacy.

1969 The clinical education concept was first implemented in the College of Pharmacy with an elective course coordinated by Mack Sisson, educational coordinator of the Gainesville Veterans Administration Hospital.

1970 The first full-time clinical pharmacy faculty member, Ronald B. Stewart, was hired to implement clinical education in the College of Pharmacy. A four credit elective course was implemented which required students to spend three hours per week in clinical activities within the Health Center. Dr. Rudolph H. Blythe was appointed the first Assistant Dean for the College of Pharmacy.

1971 The Division of Continuing Education was established with Max A. Lemberger as Director. Mr. Lemberger was also appointed Assistant Dean for Professional Affairs. Dr. Charles Becker was appointed the first Assistant Dean for the Office for Student Affairs. Clinical pharmacy faculty with support from faculty in the Department of Pharmaceutical Chemistry implemented a clinical toxicology service to the Shands Hospital Emergency Room.

1972 The Master of Science in Clinical Pharmacy program was implemented. The College implemented an externship and supervised internship program under the direction of Mr. Max Lemberger and Dr. Kenneth Bender. The Drug Information Service was created under the supervision of Mr. M. Peter Pevonka. The Academy-100 was established with John Davies as the first President.

1973 The College of Pharmacy celebrated its 50th year anniversary. Dr. Stephen C. O'Connell gave a congratulatory address to the faculty. The College of Pharmacy established a contract to provide pharmaceutical services to clients of the Sunland Center in Gainesville (now Tacachale).

1974 The clinical pharmacy clerkship course became a required course in the curriculum. Students were required to spend at least 15 hours per week for 10 weeks in clinical activities.

1975 The clinical pharmacy faculty implemented required didactic courses in Therapeutics and Nonprescription Drug Products.

1976 The College of Pharmacy held its own Commencement Ceremonies in the Medical Sciences Building Auditorium with Dr. Chandler Stetson, Vice President of Health Affairs, giving the address to the graduates.

1977 The post-baccalaureate Doctor of Pharmacy program was implemented under the supervision of Dr. Richard L. Yost.

1978 Dr. Michael A. Schwartz became the fifth Dean of the College of Pharmacy.

1979 The clinical pharmacy clerkship course was expanded to require students to spend at least 40 hours per week for 10 weeks in clinical activities.

1980 Mr. M. Peter Pevonka was appointed Assistant Dean of Clinical Affairs with responsibility to develop a network of external clinical training sites. The Department of Pharmacy Practice was established with Ronald B. Stewart as Chairman. The Department of Pharmacy Practice began training post-doctoral clinical fellows. The Iota Chapter of Phi Lambda Sigma Pharmacy Leadership Society was chartered.

1981 The faculty approved a curriculum for the entry-level Doctor of Pharmacy degree and a four year curriculum for a B.S. in Pharmacological Sciences degree. The research productivity of the faculty increased significantly as the number of faculty members in the College of Pharmacy increased to 41.

1982 The post-baccalaureate Doctor of Pharmacy program was discontinued.

1983 Mr. Robert Williams became the Director of Pharmacy Services at Shands Hospital and Assistant Dean for Hospital Affairs. Under his leadership a strong clinical pharmacy program with decentralized unit dose drug distribution was implemented in Shands Hospital. The College of Pharmacy negotiated a contract to provide pharmaceutical services to University Hospital in Jacksonville. Dr. Nicholas Bodor became the second faculty member in the College of Pharmacy to be promoted to Graduate Research Professor. The College expanded its clinical education program to the Jacksonville area.

1984 Dr. Thomas Keith assumed responsibilities as Director of Pharmacy Services at University Hospital in Jacksonville and began to implement strong clinical pharmacy programs with decentralized unit dose drug distribution at that institution. The Center for Computer Applications in Pharmacy was established under the supervision of Dr. J. Daniel Robinson. The Office for Development was established with Mr. Tim Wood as Director.

1985   The first entering class of pharmacy students to pursue the entry-level Doctor of Pharmacy degree began classes. Clerkship courses in the Doctor of Pharmacy program were designed to provide full-time clinical activities in eight clerkships over 32 weeks. A National Development Advisory Board of outstanding leaders in pharmacy and the health care system met under the chairmanship of Mr. Mark Knowles to assist the College of Pharmacy in planning and implementing programs for the future. The College of Pharmacy began a pilot Nontraditional Doctor of Pharmacy program for pharmacists who worked at the Health Center.

1986   The College of Pharmacy granted entry-level Doctor of Pharmacy degrees to students who completed a Transitional Doctor of Pharmacy degree program. The Departments of Pharmacodynamics, Pharmacy Health Care Administration, and Pharmaceutics were established with Dr. James Simpkins, Dr. William McCormick, and Dr. Hartmut Derendorf as Chairmen, respectively. The Center for Drug Design and Delivery (now the Center for Drug Discovery) was established under the supervision of Dr. Nicholas Bodor. At Commencement Ceremonies the first Perry A. Foote Award for Distinguished Scholarship in the Doctor of Pharmacy program was presented to Kathryn Blake, the first Distinguished Pharmacy Service Award to Fred Lippman, Florida Legislator, and the first Distinguished Pharmacy Alumnus Award to Frank Duckworth, retired Vice President-General Counsel for Pfizer, Inc. The College presented the first Distinguished Pharmacy Service Alumnus Award to John Davies at the annual meeting of the Florida Pharmacy Association.

1987   The Office for Graduate Studies and Research was established with Dr. James Simpkins as the Associate Dean. Mr. M. Peter Pevonka was appointed as the first Executive Associate Dean for the College of Pharmacy. Assistant Deans for Clinical Education were named in Jacksonville (Dr. Thomas Keith), Tampa (Dr. Phillip Johnson), and Miami (Mr. David Osterberger). The Office for Alumni Affairs was established with Deborah Klapp as Director. The first Searle Homecoming Barbecue for Alumni and Friends of the College of Pharmacy was held in the courtyard of Leigh Hall.

1988   The College of Pharmacy and the College of Business granted Doctor of Pharmacy and Master of Business Administration diplomas, respectively, to the first graduate of the combined Pharm.D./MBA program, Eric Harvey. The Office for Experiential Programs with oversight for externship, internship, and clerkship was established with Dr. Daniel Trueblood as Director. The first Doctor of Pharmacy degree was granted to a pharmacist in the Nontraditional Pharm.D. pilot program, Michael Heinrichs. The Center for Neurobiology of Aging was established under the supervision of Dr. James Simpkins. The first endowed Eminent Scholar Chair in the College of Pharmacy was pledged by Frank Duckworth, alumnus of 1942 and retired Vice President-General Council for Pfizer, Inc. Mrs. Genevieve Ramsaur Buice, daughter of the late Dr. David W. Ramsaur, endowed the D.W. Ramsaur Award in perpetuity and attended Commencement Ceremonies with her family. A reception was held to celebrate Dean Emeritus Perry A. Foote's 60th year association with the College. The College of Pharmacy celebrated its 65th year anniversary with the theme "Past is Prologue."

1989   The first graduates of the entry-level Doctor of Pharmacy curriculum received diplomas at Commencement Ceremonies. Baktash Bootrabi was the first graduate of the B.S. in Pharmacological Sciences program in August, 1989. The Office for Public Relations in the College of Pharmacy was established with Morgan Marshall as Director.

1990   An endowed Eminent Scholar Chair in honor of Dr. Perry A. Foote was established with donations and pledges that amounted to over $600,000. The College of Pharmacy held the first Leadership Conference for faculty, students, and alumni. The number of faculty members increased to 57 reflecting a substantial investment by the Legislature in the quality of the undergraduate and graduate programs.

1991   The College of Pharmacy ended its five year participation in the University of Florida capital campaign by raising nearly five million dollars. The combined Doctor of Pharmacy and Doctor of Philosophy degrees program was officially approved. The Lawrence Dubow family contributed one million dollars to the College of Pharmacy to establish the Dubow Family Research Center in Pharmaceutical Care.

1992   The College of Pharmacy implemented a Nontraditional Doctor of Pharmacy program for pharmacists at the Gainesville campus. The College of Pharmacy celebrated the 20th year of significant contributions to health care and to the pharmacy profession by the Drug Information Service. The College of Pharmacy initiated a feasibility study for a new pharmacy building in the Health Center. In January, Dr. Raymond Bergeron became the third pharmacy faculty member granted Graduate Research Professor status.

1993   The College of Pharmacy began its 70th year of operation. The College's Doctor of Pharmacy program was ranked among the best in the county (#8). Frank A. Duckworth '42 donated $600,000 to the College to establish an eminent scholar chair in drug delivery. A joint graduate program in pharmaceutics was established with the College of Pharmacy at Florida A&M University.

1994   The College of Pharmacy implemented a nontraditional Doctor of Pharmacy program in Tampa under the direction of Dr. J. Daniel Robinson. The College of Pharmacy initiated the public phase of a capital campaign to raise up to $4 million (to be matched by the state) for an additional building to the present pharmacy building. Professor Paul Doering was appointed the first Distinguished Service Professor in the history of the College of Pharmacy. M. Peter Pevonka resigned as Executive Associate Dean to accept an appointment as Associate Vice-President for Academic Affairs and Research for the Health Science Center. Dean Michael A. Schwartz announced his resignation as the College's fifth dean upon the selection of a new dean. Michael W. McKenzie was appointed the first Associate Dean for Professional Affairs.

1995   William H. Riffee was appointed as the 6th Dean of the College in February, 1996. Tim Wood resigned as Director of Development to accept an appointment as Assistant Vice President for corporate and foundation relations - development and research. The external site nontraditional Pharm.D. program was offered to distant sites in Orlando and West Palm Beach utilizing two-way video/audio technology. Students organized the student chapter of the National Pharmacy Association.

1996   The external site, non-traditional Pharm.D. program was renamed the Working Professional Pharm.D. program. The Program was expanded to numerous sites in Florida utilizing videotape technology and use of Internet communications for teaching. The new College of Pharmacy building was placed on the approved list by the State Legislature. Dr. Leslie Hendeles received the 1996 ACCP Therapeutic Frontier's Lecture Award.

1997   The faculty approved a new Doctor of Pharmacy curriculum. The Board of Regents approved termination of the B.S. in Pharmacy degree. The first all Pharm.D. entering class of students was admitted with professional student classification. College faculty were selected for two of pharmacy's most prestigious awards. Dr. Charles Hepler was selected as a co-recipient of the Remington Medal from APhA. Dr. Nicholas Bodor was selected as the recipient of the Volwiler Research Achievement Award from AACP. Dr. James Simpkins and Dr. Raymond Bergeron were selected to hold the College's first endowed professorships, the Frank Duckworth professorships. Pharmacy students organized the student chapter of the Florida Society of Health Systems Pharmacists. Professor Paul Doering was selected to serve as the University's Distinguished Alumni Professor for 1997-99. He is the first faculty member from the Health Science Center to be recognized by the University for this prestigious recognition.

1998   The College began its celebration activities for its 75th year diamond anniversary. The Working Professional Pharm.D. program was expanded to sites in other states. The new Doctor of Pharmacy curriculum was successfully implemented. The College required pharmacy students to have laptop computers. Dr. C. Douglas Hepler was named a Distinguished Professor. Dr. Margaret James was named a recipient of a UF Research Professorship. Students were admitted to a new combined degree program: Pharm.D./Masters of Physician Assistant Studies. The first students in the International Pharm.D. program received their degrees: Atsumi Nishikori, Aroonrut Lucksiri, Ingrid Beirhle, and Euni Kim.

1999   The College of Pharmacy celebrated its 75th year diamond anniversary. The last class of B.S. in Pharmacy students received their diplomas. The administrative structure of the College of Pharmacy was revised: Doug Ried, Assistant Dean for Curriculum Design, Assessment and Accreditation; Michael Brodeur, Assistant Dean for Financial and Administrative Affairs, Daniel

Robinson, Associate Dean for Innovation; Michael McKenzie, Associate Dean for Professional Affairs; and William Millard, Executive Associate Dean and Associate Dean for Research and Graduate Studies.

2000   Offices, classrooms, and laboratories were designed for the new pharmacy building scheduled to be completed in 2002. The first graduates of the concurrent Pharm.D./Masters of Physician Assistant Studies program received their degrees at commencement ceremonies.   The Kappa Epsilon pharmaceutical fraternity was selected the most outstanding organization on campus. The faculty, staff, students, and alumni of the College of Pharmacy participated in the self-study process for the ACPE accreditation visit scheduled for January 2001.

2001   Faculty were selected as recipients of two endowed chairs in the College of Pharmacy: Dr. Abraham Hartzema for the Perry A. Foote Chair in Pharmacy Health Care Administration and Dr. Raymond Bergeron for the Frank A. Duckworth Chair in Medicinal Chemistry. The first all entry-level Pharm.D. class graduated in May 2001. The new Doctor of Pharmacy curriculum was fully implemented over a four year time period. The Center for Pharmacogenomics was established with Dr. Julie Johnson as Director. Deborah DeSantis, alumnus of the College of Pharmacy and executive vice president for Rexall Sundown Vitamins, gave the College of Pharmacy a $2 million dollar gift to enhance technology. This is the largest single monetary gift ever given to the College. The College of Pharmacy received full accreditation from the American Council on Pharmaceutical Education. The College of Pharmacy began a joint curricular program for PharmD/Masters of Public Health degrees.   Actual construction was begun on the new pharmacy building, and renovations were completed on the sixth and fifth floors of the present pharmacy building to create a state of the art research facility.

2002   The College of Pharmacy implemented three off-campus sites in Jacksonville, Orlando, and St. Petersburg for the delivery of the Doctor of Pharmacy degree in order to address the shortage of pharmacists in the state of Florida. The Admissions Committee admitted 130 students to the Gainesville campus and 150 students to the three off-campus sites. This is the largest entering pharmacy class in the history of the College of Pharmacy. Directors for the new off-campus programs were hired: Dr. Carol Duda in Jacksonville, Dr. Erin St. Onge in Orlando, and Dr. Jennifer Williams in St. Petersburg.   Dr. Sven Normann was appointed Assistant Dean of Distance, Continuing, and Executive Education. The Working Professional PharmD program expanded as an international program to include seven students from Germany. Construction continued for the new pharmacy building and renovations were completed on the four floor of the present pharmacy building. Deborah DeSantis and family donated funds to endow a professorship in natural products teaching and research. The ChelaDerm Company was formed by Proctor and Gamble and the UF Research Foundation to foster development of the photoprotective iron chelator 2-furildioxime compound through the research work of Dr. Raymond Bergeron, Frank Duckworth, J.D., Eminent Chair Scholar Chair in Drug Research and Development.

2003   The new pharmacy building in the Health Professions, Nursing and Pharmacy Complex (HPNP) was dedicated on April 25, 2003. The first professional year curriculum was successfully delivered utilizing video-streaming technology and course facilitators to pharmacy students in three distance education campus sites. Pharmacy student organizations were created in the three distance education campuses. Dean Emeritus Michael Schwartz retired from the faculty. Faculty members Douglas Ried, Carole Kimberlin, Michael Meldrum and Michael McKenzie along with former faculty member Gayle Brazeau received the Lyman Award for the best manuscript published in the <u>American Journal of Pharmaceutical Education</u>. The Center for Drug Interaction Research and Education was established with Dr. Hartmut Derendorf as Director.

2004   The College of Pharmacy participated in the 150 year celebration of the University of Florida. The second year of the PharmD curriculum was implemented into the distance education campuses.   This was the first year the Office for Student Affairs utilized a centralized application service (PharmCAS). The total number of applications (1834) was the largest applicant pool in the history of the College of Pharmacy. The Working Professional PharmD program continued with plans formulated to expand the program to Brazil and South Korea.

Dr. Charles Hepler, Distinguished Professor and Remington Medal recipient retired from the faculty. Research funding by faculty significantly increased by 60% during the year.

2005 The College of Pharmacy completed the third year of the four campus program involving distance education delivery of the PharmD curriculum. A new pharmacy building on the St. Petersburg Campus was dedicated. The applicant pool for admission consideration exceeded 1800 students. Dr. Raymond Bergeron was granted a MERIT (Method of Extended Research in Time) from the NIH for consistent and excellent contributions to scientific knowledge. He is one of eight faculty at the University to be so designated with this honor. A survey by US News and Report revealed that the University of Florida College of Pharmacy was considered number eleven in the country by peer evaluation.

2006 The first students admitted to the three distance education campuses in Jacksonville, Orlando, and St. Petersburg graduated with Doctor of Pharmacy degrees on May 7, 2006, at the Stephen C. O'Connell Center. Dr. Ray Bergeron was awarded a MERIT (Method to Extend Research in Time from the NIH-Diabetes and Digestive and Kidney Institute. This is the first MERIT award in the College's history acknowledges his consistent and excellent contributions to scientific knowledge with up to ten years of continual funding for research. Dr. Julie Johnson received a five year Research Cooperative Agreement grant from the National Institute of General Medical Sciences., which will provide continued funding for the Center for Pharmacogenomics. Michael Brodeur and Michael McKenzie were appointed the first senior associate deans in the College of Pharmacy. The Directors of the distance education campuses were promoted to Assistant Deans (Dr. Carol Motycka – Jacksonville; Dr. Erin St. Onge – Orlando; and, Dr. Jennifer Williams – St. Petersburg campus. The faculty approved revised curriculum outcome statements for the Doctor of Pharmacy degree program. The College of Pharmacy was ranked 13th among all colleges of pharmacy in NIH funding. The College received $9.4 million in extramural research funding, which is the highest in our history. Of this $9.4 million in extramural funding, $7.0 million came from the NIH, which is also the highest NIH total in our history. New faculty members were added to the departments of medicinal chemistry, pharmaceutics, pharmacy practice, and pharmacy health care administration. The 1000th student in the Working Professional PharmD program received the Doctor of Pharmacy degree.

2007 The College of Pharmacy received full accreditation for the normal six-year cycle by the Accreditation Council on Pharmaceutical Education. Dr. Julie Johnson was selected by the American Association of Colleges of Pharmacy (AACP) as the recipient of the prestigious Paul R. Dawson Award for outstanding biotechnology research. Dr. Johnson joins other faculty members who have received top awards in the past for excellence in pharmacy education and practice: Dr. Diane Beck (Robert K. Chalmers Distinguished Pharmacy Educator Award from AACP); Dr. Nicholas Bodor (Volwiler Research Achievement Award from AACP); and Dr. Douglas Helper, professor emeritus (Remington Award from APhA). Dr. Diane Beck concluded her third year of leadership with AACP as the immediate past-president. The College of Pharmacy was ranked 12th among colleges of pharmacy in NIH funding ($7,223,656) out of the 60 colleges of pharmacy with research programs. Dr. Margaret O. James, Professor and Chair of Medicinal Chemistry, was elected as chair of the Pharmaceutical Sciences section, American Association for the Advancement of Science (2007-2009). Dr. David Brushwood, Professor of Pharmacy Health Care Administration, was named a fellow in the American Pharmacist Association (APhA). Dr. Carole Kimberlin, Professor of Pharmacy Health Care Administration, was named a fellow in the American Pharmacist Association (APhA). Dr. Earlene Lipowski, Associate Professor of Pharmacy Health Care Administration, was named the Donald C. Brodie Scholar in residence for the American Association for Colleges of Pharmacy for 2006. Dr. Leslie Hendeles, Professor of Pharmacy Practice, received the Sumner J. Yaffe Lifetime Achievement Award for 2007 from the Pediatric Pharmacy Advocacy Group. Dr. Julie A. Johnson, Professor and Chair of Pharmacy Practice, received the 2007 University of Florida Faculty Achievement Recognition

Award. New Faculty Members in the College for 2006-2007. Dr. Benjamin Epstein, Clinical Assistant Professor of Pharmacy Practice, Dr. Mark Chirico, Clinical Assistant Professor of Pharmacy Practice, Dr. Tony Palmieri, Clinical Assistant Professor of Pharmaceutics. Dr. Ed Hamilton, alumnus, was elected president-elect of APhA. The College of Pharmacy was awarded one of the first Crystal Apple Awards from AACP for exemplary partnerships that foster quality experiential education and patient care teaching environment in association with Shands Jacksonville.

2008   The College of Pharmacy was rated tied at the 7th rank among the best colleges of pharmacy in the U.S. via a survey by U.S. News & World Report. Dr. Nicholas Bodor received the Distinguished Pharmaceutical Scientist Award from the American Association of Pharmaceutical Scientists. Dr. Hartmut Derendorf was elected the president of the American College of Clinical Pharmacology and was recognized as International Educator of the Year. Dr. Tony Palmieri was elected chairman of the United States Adopted Names Council. The Department of Pharmacy Healthcare Administration officially changed names to the Department of Pharmaceutical Outcomes and Policy. This department received a $1 million gift from the Lawrence Dubow family that was matched by the State of Florida Trust Fund for Major Gifts for a total of $1.75 million to support graduate education. The sixth biennial International Symposium on New Developments in Clinical Pharmacy and Clinical Pharmacology for Global Gators was held in Munich, Germany, in June 2007. The first International Health course, which was coordinated by Judy Riffee and Doug Ried, was offered in the fall and spring semester to prepare health care students for outreach programs in Caribbean and South American countries. Dr. Abraham Hartzema was name one of 33 University of Florida Research Foundation Professors for 2007-2010. Dr. Joanna Peris was named the Teacher of the Year. The College of Pharmacy hosted the District III NABP/AACP meeting in Orlando. The College of Pharmacy was chosen by Target Pharmacy to receive $150,000 over the next three years to support leadership programs and provide scholarships for pharmacy students.

2009   The new title of Department of Pharmacotherapy and Translational Research was approved to replace the name of Department of Pharmacy Practice to better reflect the purpose and mission of the faculty in this department. New faculty were added to the Department of Pharmacotherapy and Translational Research: Dr. Rhonda Cooper-DeHoff, associate professor, Dr. Charles Peloquin, professor, Dr. Rachel Hrabchak, clinical assistant professor, Dr. Robin Moorman Li, clinical assistant professor (Jacksonville), and Dr. Lisa Clayville, clinical assistant professor (Orlando), and Dr. Hanine Mansour, clinical assistant professor (St. Petersburg). Dr. Cary Mobley, associate clinical professor of pharmaceutics, was appointed chair-elect of the Pharmaceutics section of the AACP for 2009-2010. Dr. Hartmut Derendorf was the recipient of the 2008-2009 Doctoral Dissertation Mentoring Award from the university. Dr. Bin Liu, assistant professor of Pharmacodynamics, was selected as one of ten university faculty to receive the Howard Hughes Medical Institute Distinguished Mentor Award. Dr. Sihong Song was selected as a 2009-2012 University of Florida Foundation Research Professors. Dr. Hendrick Luesch was selected one of ten recipients of the 2009 Jack Wessel Excellence Award for research productivity. Dr. Julie Johnson was selected by ACCP for its 2009-2010 Therapeutic Frontiers Lecture Award recipient. The FDA's Center for Drug Evaluation and Research (FDA/CDER) in collaboration with the university launched an educational graduate program to attract scientists and health professionals to join FDA/CDER. The Clinical Pharmaceutical Sciences PhD program graduated its first student (Maximillian Lobmeyer) in May 2009. Dr. Gerald Gause was selected Teacher of the Year and Distinguished Professor Paul Doering was selected for the Faculty Recognition Award. Plans were initiated to construct a new building for pharmacy research and education as part of the health science complex at Lake Nona in Orlando, which includes the Burnham Institute and the new UCF College of Medicine. A student chapter of the National Community Pharmacists Association was established in October 2008 at the Jacksonville campus. Dr. Douglas Ried resigned as associate dean for curriculum affairs and accreditation to become dean of the College of Pharmacy at Southwest Oklahoma State. Dr. Diane Beck was appointed interim

associate dean of curriculum affairs and accreditation. The Office for Student Affairs implemented an electronic application evaluation system that permitted faculty and students in the three distance education campuses to participate as members of the Admissions Committee. The Biennial Global Gator Gathering was held in Stresa, Italy in June 2009.

2010 The Department of Pharmaceutical Outcomes and Policy initiated a partnership with the Food and Drug Administration (FDA) and Center for Drug Evaluation and Research (CDER) to provide a Masters Program to USPHS Commissioned Officers in the areas of Pharmacoepidemiology, Pharmacoeconomics and Patient Safety and Medication Use. Dr. Almut Winterstein is directing this initiative with the FDA/CDER. The College of Pharmacy entered into a contract with WellCare to provide 2 months of experiential training in Medication Therapy Management (MTM) for 12 senior PharmD students throughout the academic year. This MTM training program is directed by Mr. David Angaran with the assistance of three new faculty hires; Dr. Heather Hardin; Dr. Teresa Roane and Dr. Anna Hall. The Financial and Administrative Affairs Office moved from the Oakwood Park Executive Center to the East Campus Office Building, expanding the allocation of resources to the administrative functions of the College, the WPPD program, and the Division of Continuing Education. The resources of the College were expanded to include Instructional Technology with the Informational Technology Office of the Financial and Administrative Affairs Office. The College of Pharmacy exceeded $10M in extramural Research Grant Support for the first time in its history. Dr. Katherine Vogel-Anderson was hired in Pharmacotherapy and Translational Research to replace Dr. J. Daniel Robinson who retired from the College. Dr. Rhonda Cooper-Dehoff was elected Fellow in the American College of Cardiology. Dr. Burcin Unel, clinical assistant professor, Dr. Joseph Delaney, assistant professor, and Dr. Folakemi Odedina, professor, were hired into the Department of Pharmaceutical Outcomes and Policy. John Markowitz, professor, and Dr. Hoajie, research assistant professor, were hired in the Department of Pharmacotherapy and Translational Research. Dr. Jason Frazier received the 2010 Jack Wessell Excellence Award for Assistant Professors. Dr. Almut Winterstein was named University of Florida Research Foundation Research Professor Award 2010-12. Dr. Julie A. Johnson received multiple awards this year: (1) Therapeutic Frontiers Award Lecture, American College of Clinical Pharmacy: (2) Fellow, American Heart Association; Functional Genomics and Translational Biology Council: (3) Julius Koch Memorial Lecturer, University of Pittsburgh, College of Pharmacy, and (4) Louis C. Littlefield Research Excellence Day Plenary Speaker, University of Texas at Austin. Dr. Folakemi Odedina received the inaugural American Society of Health-Systems Pharmacy (ASHP)/Association of Black Health-System Pharmacists (ABHP) Leadership Award for Health Disparities. Dr. Karen Whalen received the National Community Pharmacists Association Pharmacy Leadership Award. Professor Emeritus, Dr. Douglas Hepler, received the A.K. Whitney Lecture Award from ASHP, the highest award given by health-system pharmacy. Dr. Michael Meldrum was named the 2009-10 College of Pharmacy Teacher of the Year.

2011 Construction began on the University of Florida Research and Academic Center at the Medical City in Lake Nona where the research in pharmacometrics and systems pharmacology will be directed by Dr. Larry Lasko. The Doctor of Pharmacy educational program located at the UF IFAS Mid-Florida Research and Education Center in Apopka will move to this new building in the summer of 2012. The campus is named the Helen and David Bean Campus in honor of their donations for this enterprise. The College of Pharmacy received over ten million dollars in extramural support for the second straight year. The new master's degree online educational program in Medication Therapy Management under the direction of Dr. Karen Whalen was initiated in May 2011. Dr. Bob Crisafi and his wife donated one million dollars to the College to create an endowed chair in the Department of Pharmaceutical Outcomes and Policy to examine how medications are administered in hospitals with the goal to prevent medication errors. The eighth international symposia met in Graz, Austria, for the Retrometabolism Based Drug Design and Targeting Conference and the Conference on New Developments in Clinical Pharmacy and Clinical Pharmacology. A funded professorship was created in honor of Distinguished Service Professor, Paul Doering, who retired from the faculty. Dr. Sven Normann assumed leadership of international pharmacy programs in association with inclusive of global

mission trips by pharmacy students. Dr. Robert Crisafi was named Outstanding Pharmacy Alumnus, Mr. Alan Knudsen was named recipient of the Outstanding Pharmacy Service Award, and Ms. JoAnn Nuccio was named recipient of the Outstanding Pharmacy Alumnus Service Award. Dr. Reginald Frye was selected Teacher of the Year and Dr. Karen Whalen was selected as the recipient of the Faculty Recognition Award for 2010-2011.

2012 The UF Research and Academic Center in Lake Nona opened in the summer and prepared for an increased entering class size of 70 pharmacy students at the Helen and David Bean campus.The University of Florida Graduate Council approved clinical pharmaceutical science as a new graduate concentration for the Doctor of Philosophy degree in Pharmaceutical Science under the direction of the Department of Pharmacotherapy and Translational Research. Dr. Diane Beck assumed leadership of the Self-Study process for the College's accreditation review to be held in February 2013. Dr. Kristin Weitzel joined the Office of Experiential Education to enhance quality assessment. A program of regional coordinators was established to promote quality assurance. Dr. Carole Kimberlin was selected to receive the American Pharmacists Association Academy of Pharmaceutical Research and Science Achievement Award. Dean William Riffee was elected as the Speaker-elect for the House of Delegates of the American Pharmacists Association. Dr. Riffee completed his two-year term as Speaker-elect and Speaker of the House of Delegates for the Florida Pharmacist Association. Dr. Tony Palmieri received the Highest Brotherhood Award from Kappa Psi Pharmaceutical Fraternity at the American Pharmacists Association Annual Meeting. Dr. Michael McKenzie was selected as National Advisor of the Year by Phi Lambda Sigma Honorary Pharmacy Leadership Society. Dr. Julie Johnson resigned as chair of the Department of Pharmacotherapy and Translational Research to focus on heading the Personalized Medicine Program in the Clinical and Translational Science Institute. Dr. Reginald Frye was selected as the new chair of the Department of Pharmacotherapy and Translational Research. Dr. Veronika Butterweck was named recipient of the 2011 Bionorica Phytoneering Award from the Society of Medicinal Plant and Natural Product Research. Ms. Pat Khan was selected as International Educator of the Year at the University of Florida. The Prostate Cancer Transatlantic Conosortium, founded by Dr. Folakemi Odedina, was approved by the National Cancer Institute as an NCI Epidmiology and Genomics Research Program. Juan Hincapie-Castillo, Jacksonville campus student, was selected as a member of the Editorial Advisory Board for the JAPhA and he was appointed to the ASHP Council of Therapeutics. Lillibeth Salvador, graduate student with Dr. Luesch, was awarded the Kilmer Prize for her work in natural products by APhA and the American Society of Pharmacognosy. David Brushwood received the 2012 Pellegrino Medal from the Healthcare Ethics and Law Institute. The APhA/ASP chapter was recognized as the outstanding chapter for international programs. Jeremy Lund, pharmacy student in Orlando, was selected to serve on the Executive Board of APhA/ASP as the International Pharmaceutical Student Federation National Public Relations Officer. Dr. Karen Sando, Dr. Randell Doty, Dr. Melonie Stanton, and Dr. Jennifer Elliott wer selected to receive the 2012 AACP Innovations in Teaching Award. The 2000th graduate of the Working Professional PharmD program, Dr. Bob Ford, was recognized at Commencement Ceremonies. Mr. Michael Mone' was named the Outstanding Pharmacy Alumnus, Dr. Cristina Medina was named recipient of the Outstanding Pharmacy Service Award, and Mr. George Browning was named the recipient of the Outstanding Pharmacy Alumnus Service Award. Dr. Tommy Smith was selected as the Teacher of the Year and Dr. Karen Whalen as the Faculty Recognition Award recipient.

Mission and Goals

The University of Florida College of Pharmacy promotes the health and welfare of the people of Florida and the nation by preparing graduates in pharmacy to take independent, professional responsibility for the outcome of drug therapy in patients. Graduates have the scientific and cultural background necessary to assume leadership roles in the profession and the community.

The College promotes and fosters graduate education in the pharmaceutical and clinical sciences. The College educates students to be distinguished contributors to pharmacy and related disciplines.

The Faculty gives its members the opportunity and encouragement to develop fully as teachers and scholars.

The College supports and develops quality research programs which serve to advance the knowledge and skills of pharmacists and the associated scientific community.

The College provides leadership for the continuing professional growth and development of pharmacy, both in Florida and nationally.

The College cooperates in a service capacity with other institutions in the provision of specialty advanced training, as well as with the state and the profession in areas where the College Faculty possess unique expertise.

The College provides opportunities to practicing pharmacists to maintain and enhance their competencies for professional practice.

Accreditation

The University Of Florida College Of Pharmacy's Doctor of Pharmacy degree program is accredited by the Accreditation Council for Pharmacy Education, 20 North Clark Street, Suite 2500, Chicago, IL 60602-5109. (Phone 312-664-3575; Fax 312-664-4652 or 312-664-2008; web site www.acpe-accredit.org). Accreditation standards are available at the web site for ACPE and in the Office for Student Affairs.

Students who have complaints about the College's ability to meet accreditation standards or adhere to policies and procedures of ACPE may inform the Associate Dean for Professional Affairs by letter. Students may make an appointment to meet with members of the College administration to discuss their complaints. Such complaints will be investigated and a response prepared by administration of the College within two weeks of receipt of the complaint. Students may directly contact ACPE with a complaint if they are not satisfied with the response by College administration. A record of written complaints about the College's compliance with ACPE accreditation standards or policies and procedures, each step in the procedure for review, the response by administration, and the outcome, except otherwise prohibited by state or federal law, will be maintained for ACPE to review.

Tuition and Fees

For the latest tuition and fee information, please refer to this website
http://pharmd.distancelearning.ufl.edu/admissions/tuition/pharm-d-tuition/

Financial Aid

Information about UF Financial Aid is available at the UF web site www.ufl.edu under financial aid. Student Financial Affairs office can be reached at 352-392-1275.

POLICIES REGARDING THE
PROFESSIONAL CURRICULUM

Educational Program

The University of Florida College of Pharmacy is a member of the American Association of Colleges of Pharmacy. Its professional program is accredited by the American Council on Pharmaceutical Education.

The professional program is designed to provide the necessary education and clinical training for students to develop into competent health professionals who are capable of providing both distributive and patient-oriented pharmaceutical services in community pharmacies, hospitals, clinics, and extended health care facilities. Additionally, the program has sufficient flexibility to accommodate students who are interested in administrative services, graduate study, and research.

The curriculum for the Doctor of Pharmacy program is outlined on the following pages. The College of Pharmacy reserves the right to modify the curriculum so long as the time for completion of the respective programs remains unchanged. It should be noted that the student is responsible for completing no less than the total units specified in the catalog for the pharmacy degree, even if certain previously required courses have been phased out and are no longer offered.

Core Performance Standards for Pharmacy School Admission

Candidates for the Doctor of Pharmacy degree must be able to perform the essential functions in each of the following categories: Observation, Communication, Motor, Intellectual, and Behavior/Social. However, it is recognized that degrees of ability vary among individuals. Individuals are encouraged to discuss their disabilities with the Associate Dean for Professional Affairs and consider technological and other facilitating mechanisms needed in order to train and function effectively as a pharmacist. The UF College of Pharmacy is committed to enabling its students by any reasonable means or accommodations to complete the course of study leading to the Doctor of Pharmacy degree.

- **Observation**: A candidate must be able to observe demonstrations and experiments in the basic sciences, including but not limited to physiological and pharmacological demonstrations in animals, evaluation of microbiological cultures, and microscopic studies of microorganisms and tissues in normal and pathological states. A candidate must be able to observe a patient accurately at a distance and close at hand. In detail, observation necessitates the functional use of the sense of vision and other sensory modalities.

- **Communication**: A candidate must be able to communicate effectively and sensitively with patients. The focus of this communication is to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communication. Communication includes speech, reading, writing, and computer literacy. A candidate must be able to communicate effectively and efficiently in oral and written forms with all members of the health care team.

- **Sensory/Motor**: A candidate must have sufficient motor function to elicit information from patients by physical touching patients, e.g., assessing range of motion of a joint, blood pressure readings, taking a pulse reading. A candidate must be able to execute motor movements to provide general care and emergency treatments to patients, e.g., first aid treatments, cardiopulmonary resuscitation. A candidate must be able to execute motor movements required in the compounding of medications inclusive of using techniques for preparing sterile solutions,

e.g., parenteral or ophthalmic solutions. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.

- **Intellectual** (Conceptual, Integrative, and Quantitative Abilities): A candidate must have the ability to measure, calculate, reason, and analyze. A candidate must be able to synthesize and apply complex information. A candidate must be fully alert and attentive at all times in clinical settings.

- **Behavioral/Social Attributes**: A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, and the prompt completion of all responsibilities attendant to the interaction with patients. A candidate must possess the ability to develop mature, sensitive, and effective relationships with patients. A candidate must be able to tolerate physically taxing workloads and to function effectively under stress. A candidate must be able to adapt to changing environments, to display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. A candidate must possess compassion, integrity, interpersonal skills, and motivation to excel in pharmacy practice.

Educational Philosophy

To empower students to be caring medication therapy experts and effective members of the interprofessional team, we provide a strong educational foundation in the biomedical, pharmaceutical, social and administrative, and clinical sciences. We deliver an organized, sequential curriculum that instills an evidence-based approach to problem-solving and fosters the development and integration of knowledge, skills, attitudes, and values required in the profession. The use of online, face-to-face, and independent learning activities requires students to assume responsibility for their own learning. Because contemporary learning occurs in multiple settings, we optimize the use of effective technology to connect learners in both synchronous and asynchronous environments. Students have diverse learning styles, and they need to apply what they learn within the actual context of practice. Therefore, we employ a variety of instructional methods such as didactic lectures, assignments, and application-based practice laboratories. We maximize student engagement through sound instructional design, and we emphasize social interaction and communication with peers, faculty, and staff to enhance the learning experience across the curriculum. We view the curriculum as a tool to develop professionals who embrace the concept of lifelong learning and who are committed to the advancement of pharmacy practice.

Statements about Curriculum

Students are bound by the WPPD curriculum which is in effect when they become classified as a Pharmacy student in the professional program. If it becomes impossible for a student to pursue the prescribed curriculum because of subsequent curriculum changes, he/she must petition the Curriculum Committee to substitute equivalent courses. Course equivalence will be determined by the Curriculum Committee.

Core Curriculum
Students must complete all required courses listed for Doctor of Pharmacy (WPPD) curriculum in order to be eligible for the degree.

Transfer Credits

Due to the integrated nature of the WPPD curriculum, it is unlikely that transfer credit or waivers for prior learning or experience would be approved.   However, students may submit a petition for acceptance of transfer credit or course waivers by providing detailed information regarding their coursework or prior experience.   Petitions would be reviewed on a case by case basis.

College of Pharmacy Outcomes

Table of Contents

I. Demonstrate knowledge and comprehension of pharmaceutical principles important to patient care

A. Demonstrate knowledge and comprehension of scientific principles.
1. Demonstrate knowledge and comprehension of biochemistry, microbiology, pharmaceutics, pharmacology, medicinal chemistry, physiology, pathphysiology and statistics.

B. Demonstrate knowledge and comprehension of psychological and socioeconomic concepts of illness and care.

1. Demonstrate knowledge and comprehension of patient decision-making as related to medical care.
2. Describe the construct of health-care quality of life, explain how it is assessed and integrated in care.
3. Describe the needs of special patient populations and special patient issues.

C. Demonstrate knowledge and comprehension of legal principles

   1. Demonstrate knowledge of federal and state governmental standards for medication quality and safety
   2. Describe laws governing the clinical practice of pharmacy
   3. Describe laws governing the conduct of a pharmacy practice site

D. Demonstrate knowledge and comprehension of clinical principles

   1. Demonstrate knowledge and comprehension of disease states
   2. Demonstrate knowledge and comprehension of drug therapy evaluation, and development and monitoring drug therapy plans.
   3. Demonstrate knowledge and comprehension of providing drug information
   4. Demonstrate knowledge and comprehension of effective patient counseling and professional team interaction

E. Demonstrate knowledge and comprehension of pharmaceutical care systems

   1. Demonstrate knowledge and comprehension of concepts of pharmaceutical care.
   2. Demonstrate knowledge and comprehension of concepts of professional responsibility and ethics
   3. Demonstrate knowledge and comprehension of concepts related to prescription appropriateness, medication errors and adverse drug effects.
   4. Demonstrate knowledge and comprehension of the roles of third parties
      a. Describe the impact of third party payers on care
      b. Describe the role of accreditation and quality improvement agencies in pharmaceutical care

F. Demonstrate knowledge and comprehension of principles of evidence-based medicine

   1. Demonstrate comprehension of the scientific method and pharmacy research
      a. Describe aspects of the research process.
      b. Describe the roles of various groups or organizations in the research process.
         (1) Describe the role of Institutional Review Boards, Animal use Committees and ethical standards.
         (2) Identify various government bodies and organizations involved in funding research.
   2. Demonstrate the ability to critically evaluate research or research papers.
      a. Demonstrate the ability to retrieve and select relevant evidence for clinical questions.
      b. Describe, analyze and evaluate the appropriateness of the research methods, results and conclusions of the work being analyzed.
      c. Describe ways to implement evidence in clinical decision-making.
   3. Describe the development of clinical guidelines and their application in patient care.
   4. Describe the role of clinical guidelines and quality indicators in quality assessment and improvement.

II. Apply and Integrate pharmaceutical principles in the provision of patient-centered pharmaceutical care

   A. Obtain patient health-related information important for recommending appropriate therapy

   B. Apply pharmaceutical principles in the analysis of patient health–related information

   C. Apply and integrate pharmaceutical principles in the evaluation of therapeutic alternatives

D. Integrate pharmaceutical principles with patient health-related information to develop the care plan
   1. Collaborate with physicians, other health care professionals, patients and/or their caregivers to formulate a pharmaceutical care plan.
   2. Develop a plan to manage drug therapy and reinforce appropriate patient behaviors.
   3. Document pharmaceutical care activity in the patient's medical record

E. Implement the care plan
   1. Recommend appropriate drug therapy including medication doses, drug delivery systems and therapeutic regimens based upon relevant patient factors such as pharmacodynamic, physiologic, pharmacokinetic and psychosocial parameters.
   2. Recommend actions to minimize the occurrence of drug-related problems

F. Monitor, evaluate, and assure the safety and efficacy of the care plan
   1. Collect accurate and comprehensive information to be used in monitoring therapeutic outcomes.
     a. Identify ongoing or potential drug-related problems (adverse drug reactions and medication errors)
     b. Identify preventable causes
   2. Evaluate information needed to prevent or resolve medication-related problems
     a. Patient specific pharmacotherapeutic regimens
     b. Identify appropriate lab monitoring for specific medications and disease states and correctly
       utilize this information to correctly guide drug therapy recommendations
     d. Demonstrate ability to use pharmacokinetic data to make appropriate patient-specific drug therapy recommendations
     e. Use information obtained from adverse drug reactions and medication error reporting systems to identify preventable causes.
   3. Monitor and document drug therapy outcomes.
   4. Implement changes in the Pharmaceutical care plan
     a. Recommend revisions of therapeutic plans based upon patient status
     b. Implement corrective actions to improve drug use.
     c. Recommend actions for prevention of drug-related problems

III Demonstrate values and skills important for the provision of pharmaceutical care

A. Demonstrate effective inter-personal and inter-professional communication skills
   1. Counsel patients or caregivers relative to optimizing therapy
     a. Apply adequate communication skills and educational techniques
     b. Demonstrate empathy when counseling patients and caregivers
     c. Use appropriate sources of patient education information to review indications, adverse effects, and dosage, storage and administration techniques
     d. Choose appropriate technology in patient education
     e. Demonstrate effective patient interview and assessment skills
     f. Communicate evidence of efficacy or potential for drug-related problems to the patient and/or caregiver and prescriber.
     g. Communicate the proper use of medications and medical devises
     h. Provide recommendations for follow-up and advise patients on need for further medical evaluation
     i. Demonstrate skills to resolve conflicts with patients and providers
   2. Educate groups on drug and disease information
     a. Identify and select education materials regarding drug and disease information tailored to the needs and educational background of the audience
     b. Demonstrate product usage

   3. Effectively communicate to other health care team members' pertinent information from the patient's medical record, patient therapeutic problems, or therapeutic recommendations

B. Demonstrate clinical skills
   1. Demonstrate ability to use disease state knowledge
      a. Utilize disease state knowledge to identify, correct and prevent patient therapy problems
      b. Apply disease state knowledge to prevent medication-related problems
      c. Identify methods of preventing and detecting disease states in target populations
   2. Demonstrate ability to provide drug therapy evaluation, development and monitoring
      a. Identify and prioritize patient problems
      b. Design, evaluate and adjust treatment regimens and monitoring plans for optimal outcomes
      c. Appropriately document pharmaceutical care plans
   3. Demonstrate ability to provide drug information to patients and other health-care professionals
      a. Select appropriate information resources and define sources
      b. provide accurate and complete information in a timely manner

C. Demonstrate technical skills
   1. Accurately compound individual or bulk medications
   2. Use aseptic technique to prepare sterile pharmaceutical dosage forms

D. Process, prepare and dispense prescription drugs
   1. Evaluate the prescription
      a. Acceptability of the prescription order
      b. Characteristics of the product(s) under consideration that may impact cost and/or therapeutic outcome
      c. Suitability of an extemporaneously compounded prescription formulation for the administration of a desired drug
      d. Suitability of a container for a given drug product based on the chemical and physical properties of the drug
      e. Physical and chemical stability of a given formulation
   2. Dispense prescriptions accurately including the choice of appropriate containers and labeling

E. Demonstrate professionalism
   1. Clearly recognizes patients' social, cultural and moral concerns and/or values systems and consistently uses this information for appropriate professional interactions
   2. Clearly knows and understands the Pharmacist's Code of Ethics and utilizes it constantly in all professional interactions
   3. Defends ethical decisions through analysis of ethical principles
      a. Consistently demonstrates sound ethical basis for making decisions in regards to patient pharmaceutical care
   4. Clearly understands the importance of and consistently demonstrates sensitivity for patient confidentiality
   5. Completes assignments, duties, and responsibilities (including patient care responsibilities) on time
   6. Accommodates to changes in workflow to optimize provision of Pharmaceutical care

   7. Consistently generates self-directed learning experience through self-reflection, self-directed inquiries and active involvement in lifelong learning
   8. Logically synthesizes information in order to draw conclusions, hypothesizes and decides a course of action

IV. Manage the medication use system

A. Manage the human resources
   1. Demonstrate knowledge and comprehension of human resources including employer and Employee responsibilities

B. Manage the medication use system
1. Apply principles of outcomes research and quality assessment methods to the evaluation of pharmaceutical; care
   a. Apply policies and procedures that provide for quality assurance/control to improve the effectiveness and efficiency of a given distribution system
   b. Utilize a comprehensive database of patient information and pharmaceutical care activities to assess quality of care
   c. Use appropriate analytical techniques to analyze data on an individual and the aggregate patient level to assess quality of care and set quality improvement goals
   d. Evaluate and select interventions to improve quality of care, identify failures and apply ways or further improvement
   e. Conduct drug utilization reviews
      (1) Identify appropriate drugs for review and develop appropriate process and outcome indictors
      (2) Collect and analyze data for a drug utilization review.
2. Report medication errors and adverse drug reactions to appropriate individuals and organization

Description of Doctor of Pharmacy Curriculum

Learning Environments

- Individual – Asynchronous streaming lectures, textbooks, articles, course manual
- Virtual – Online course website, collaborative synchronized web-based meetings, message boards, discussion groups
- Professional Workplace – Case studies, research, clinical practice assessments
- Small Group – Interaction sessions by region

1 Introductory Course: 6 Credits

       PHA 5629: Foundations of Pharmacy Care

8 Body System Courses: 6 Credits Each

       PHA 5591: Circulatory Disorders
       PHA 5592: Cardiac Disorders
       PHA 5593: Kidney Disorders
       PHA 5594: Women's Heath and Endocrine & Hematologic Disorders
       PHA 5595: Respiratory Disorders
       PHA 5596: Gastrointestinal Disorders
       PHA 5597: Protective and Structural System Disorders
       PHA 5598: Neurological and Psychiatric Disorders

3 Clinical Courses: 3 Credits Each

       PHA 5566: Practice Experiences I (Semester 3)
       PHA 5567: Practice Experiences II (Semester 6)
       PHA 5568: Practice Experiences III (Semester 9)

Course Offerings

WPPD body system courses are offered on an 8 semester rotation. Missing a semester will result in delay of program completion.
*** PHA 5629 Foundations of Pharmaceutical Care is offered every semester

Course Descriptions

PHA 5629: Foundations of Pharmacy Care.
Credits: 6; Prereq: Working Professional Pharm.D. student. This course will serve as an orientation to the Working Professional Pharm.D. program. It will provide the student with the foundation, principles and skills necessary for providing pharmacy care to patients. The course will include an introduction to the policies and procedures and operation of the eight body-system pharmacy care courses in the program. Students will become familiar with problem-solving skills necessary for designing, recommending, and monitoring patient-specific pharmacotherapy. The course will also include introductory modules on pharmacokinetics, literature evaluation, drug information, and other clinical topics.

PHA 5591: Circulatory Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with circulatory disorders. Topics include conditions such as hypertension, lipid disorders, and cerebral vascular thrombosis as well as anticoagulation.

PHA 5592: Cardiac Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with cardiac arrhythmias, congestive heart failure, angina pectoris and myocardial infarctions.

PHA 5593: Kidney Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with renal disorders. Topics include conditions such as acute and chronic glomerulonephritis, urinary tract infections, nephrotic syndrome, drug-induced renal disorders, renal failure/renal transplantation and dosing drugs in renally impaired patients.

PHA 5594: Women's Health and Endocrine & Hematologic Disorders
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with endocrine disorders. Topics include conditions such as diabetes mellitus and thyroid disorders. Breast cancer, gynecological malignancies, contraception, and other women's health issues are also covered in this course. In addition, hematological conditions, including various anemias and leukemias are included.

PHA 5595: Respiratory Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with respiratory disorders. Topics include conditions such as asthma, chronic obstructive pulmonary disease, pneumonias, lung cancer and drug-induced pulmonary disorders.

PHA 5596: Gastrointestinal Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with digestive disorders. Topics include conditions such as peptic ulcer disease, gastrointestinal reflux disease, stress ulcerations, drug-induced peptic ulcer disease, inflammatory bowel disease, alcoholic cirrhosis and dosing drugs in hepatically impaired patients. Evaluation of drug interactions and concepts of nutrition support are also included in this course.

**PHA 5597: Protective and Structural System Disorders. ** *PHA 5597 is offered out of sequence. It is offered after PHA 5598.*
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with protective system disorders. Topics include conditions involving the immune system, HIV / AIDS, sexually transmitted diseases, and dermatological disorders.

PHA 5598: Neurological and Psychiatric Disorders.
Credits: 6; Prereq: Working Professional Pharm.D. student. The concepts of pharmacy care are applied in an integrated manner with the pertinent biomedical, pharmaceutical and clinical sciences for patients with psychiatric disorders. Topics include conditions such as Alzheimer's disease, dementia, substance abuse, Attention Deficit Hyperactivity Disorder, schizophrenia, anxiety, and affective disorders.

PHA 5566: Practice Experiences I
Credits: 3; Prereq: 3rd Semester Working Professional Pharm.D. student. Completion of Year 1 CPAs and CPI Requirements.

PHA 5567: Practice Experiences II
Credits: 3; Prereq: 6th Semester Working Professional Pharm.D. student. Completion of Year 2 CPAs, CPI and PC Paper Requirements.

PHA 5568: Practice Experiences III
Credits: 3; Prereq: 9th Semester Working Professional Pharm.D. student. Completion of Year 3 CPAs and PC Paper Requirements.

Continuing Education

WPPD Pharmacy Care Courses (PHA5629 and PHA5591-PHA5598) are approved by the University of Florida, College of Pharmacy, for 20 hours of continuing pharmacy education. Students receiving passing grades in these courses will receive a Statement of Continuing Pharmacy Education Credit indicating the awarding of these continuing pharmacy education credits. All of these 20 hours are accredited as "live" hours.

State of Florida Consultant Pharmacists:

The State of Florida requires that pharmacists who are licensed as Consultant Pharmacists in the State to obtain twelve (12) hours of additional continuing education in specified subject areas for recertification as a Consultant Pharmacist. Each of the WPPD courses is submitted to the Florida Board of Pharmacy for approval for Consultant Pharmacist Recertification. Of the twenty (20) hours awarded for each WPPD course, twelve (12) of the hours may be used as Consultant Pharmacist Recertification credit and the other eight (8) hours as general pharmacy continuing education credit.

Clinical Requirements

Pharmacy students entering the WPPD program must comply with pre-clinical requirements established by the College of Pharmacy and institutions that allow students access to patient care facilities. These requirements include but are not limited to the following items: up-to-date immunizations, up-to-date BLS certification, two-step TB skin test, background check inclusive of criminal background, physical exam, health insurance, malpractice insurance, HIPAA training, training on handling biological fluids, and drug screens. Pharmacy students must meet these requirements by the deadlines established by the WPPD program. The Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requires institutions to consider students in clinical and practical training as the same as employees. Hence, for accreditation purposes for healthcare organizations, students must meet the same requirements at the institution that are expected of employees. The College of Pharmacy may be asked to provide an attestation that these requirements have been met in order for a student to access clinical or practical training at selected healthcare organizations.

A criminal background check is required for each pharmacy student upon entry into WPPD program to meet the standards established by the Joint Commission on Accreditation of Healthcare Organizations (JACHO). Other background checks are also required involving social security number verification, employment record, and presence on state and national exclusion lists. Periodic drug screens are required by selected hospitals. Blood titers for immunity against selected diseases may be required by some hospitals. An up-to-date TB skin test or chest x-ray is required.

Access to Patients

All WPPD students are required to have access to patients and patient medical information. This access is imperative for completing clinical requirements as well as basic course assignments, including case presentations, throughout the curriculum.

Each semester, students will be required to "work-up" and present "real" patients in small group meetings. Because of this, students must be able to obtain the following patient medical data: laboratory results, procedure results, physician notes, nursing notes, medication profile, medical history, etc. In addition, students must be able to personally interview patients and communicate with physicians and other health professionals.

Students must also have access to patients with a variety of diseases and disorders, including those relating to the circulatory, cardiac, renal, endocrine, respiratory, gastrointestinal, psychiatric and protective systems. Students working within a general hospital or clinic usually have sufficient access. Those working in a specialized facility, such as a cancer center, pediatric hospital or long-term care facility may be limited in their patient base. Community-based or retail pharmacists, and those working in industry, consulting or non-patient-care settings may have limited or insufficient access. Students lacking adequate access to patients are required to establish a relationship with a hospital, physician office or other clinical setting.

Students should not rely on the use of family or friends as example patients for coursework.

Access to patients must be secured before applying to the WPPD Program. An affiliation agreement between the person/location granting patient access and the University of Florida must be secured within the first semester.

Clinical Practice Assessments

Traditional clinical clerkships and rotations have been replaced by Clinical Practice Assessments (CPAs) that are fully integrated into each aspect of the WPPD program. CPAs allow WPPD students the flexibility of remaining a full-time working professional while completing clinical and experiential requirements of the program.

CPAs are specific tasks that "advanced practitioners" are expected to be able to perform, including participating as an inter-professional team member, developing pharmaceutical care plans, and performing patient assessments. Successful completion of CPAs is based on demonstrating competency rather than completing the activities for a pre-established amount of time. Students must meet pre-established criteria and demonstrate consistency when performing each CPA.

International students must complete required CPAs on US soil. Specific requirements for completion of Year 1, 2, and 3 CPAs are described in detail in the student CPA manual.

Affiliation Agreements

For any place where students are accessing patient medical records, such as for case presentations, homework assignments, and CPAs involving patient care, there must be an affiliation agreement between the practice site and the University of Florida. This is a legally binding document that establishes expectations and assures the student a patient care learning experience. This agreement must be secured before a student begins completing case presentations and CPAs.

Students are responsible for identifying their own affiliated site and preceptors. WPPD approval is required before beginning CPAs and case presentations.

New students are advised to secure at least one site/affiliation agreement during their first semester in order to ensure timely completion of CPAs and case presentations. The Foundations of Pharmacy Care course includes guidelines and instructions for obtaining preceptors and sites.

Preceptors

Clinical Practice Assessments are generally accomplished under the direction of a preceptor – an advanced practitioner who can share practical experience and provide personal training, mentorship, and supervision. Preceptors are responsible for determining a student's competency according to pre-established criteria.

The majority of CPAs require a preceptor that has a Pharm.D. and advanced clinical practice experience. A minimum of two preceptors is required. WPPD approval of all preceptors is required before a student may begin completing CPAs. Specific preceptor requirements are described in detail in the student CPA

manual. Please consult the CPA manual for more information on the WPPD clinical structure and requirements.

Live Group (Regional/Remote) Meeting Attendance

All students taking their 2nd through 9th semester courses are required to attend either 3 Regional Sessions or 1 weekend-long Remote Session each semester. Attendance at all live group meetings is mandatory. Absence will affect course grade.

Regional Absence Make-up Process

Purpose statement:

Class sessions are an important and integral aspect of the Working Professional Doctor of Pharmacy degree experience. Missing a class compromises the student's ability to fully benefit from the experiential activities afforded by these sessions. Since there are only three group meetings, it is highly unlikely a student can fully make-up the valuable lessons learned through activities such as participation in homework review, case study discussion, workshops, and other professional interactions provided by these sessions. As such, the University of Florida highly discourages missing a class meeting.

I. Criteria
  A. Student may be allowed to make-up all or part of missed assignments if there is an unplanned emergency such as a family death or major illness. At the discretion of the facilitator and course coordinator, appropriate documentation of the occurrence may be required.
  B. Facilitators should notify the course coordinator immediately if a student misses, or is expected to miss, any session.
  C. If the student has a conflict with a session, every effort should be made to resolve the conflict so that the student attends the assigned session. In the event this is not possible, students may be allowed to turn in assignments prior to the assigned session. At the discretion of the facilitator and course coordinator, appropriate documentation may be required. Since most assignments are the basis of class discussion, which the student will miss, complete credit for assignments cannot be assured even when the homework is turned-in ahead of time.
  D. Students should notify their facilitator as soon as they become aware of the conflict so that all options for turning in or making up the assignments can be adequately explored. Should students wait until the last minute, some options may not be available.

II. Process
  A. Students should contact facilitators with conflicts and facilitators should develop a plan based on the guidelines below. If there is concern regarding the validity of the conflict or should the facilitator desire assistance developing the plan, the course coordinator may be contacted for assistance.
  B. Every attempt should be made to resolve the conflict so that the student can attend the scheduled session. If the student will be traveling, participation in a session other-than the student's own group should be considered.
  C. If it is not possible to resolve the conflict and there is enough advance notice, arrange the assignment schedule so that any cases/presentations etc are not assigned for the session to be missed (this is not rearranging, but initial scheduling of the case).
       1. If initial scheduling is not possible then the scheduled cases/presentations may be moved to another session, class time permitting which is at the discretion of the facilitator.
       2. If it is not possible to schedule cases/presentations during a session, the facilitator may arrange for the student to present to them at another time. This is not required, is solely at the discretion of the facilitator, and partly based on the activities of the day and time constraints.
  D. Cases not presented as arranged in item C, homework and any workshops with assignments should be submitted prior to the session for planned absences and at an agreed upon time shortly after class if unplanned.

E. If the student is missing the midterm then they are to take the exam as close to the scheduled time as possible using a proctor who can be the facilitator or one approved by the facilitator. The proctor should not be a coworker, employer, or student in the WPPD program. The student must sign and return an academic honesty statement along with the midterm exam. The exam should be scheduled prior to the exam date if the absence is known in advance. In the event of an unplanned absence the exam should be scheduled as soon as possible after the assigned date.
F. Once a draft plan has been developed it must be forwarded to the course coordinator for approval. All absence plans must be approved by the course coordinator.
G. Once the plan has been approved, the facilitator sends the final plan to the student. The student is required to acknowledge and agree to the plan either by email or in writing. Verbal agreement is not acceptable.
H. Students may not miss more-than one session in any given semester.
I. The Assistant Director for academic affairs (Dr. Scott Troyer) should be notified of students with repeated missed sessions as this represents a possible academic concern.

III. Point Assignments
A. If cases and presentations are not actually presented; the student forfeits the presentation points for the assignment.
B. Participation points should be assigned utilizing the Participation Evaluation Form. The following applies:
   1. No points should be given for numbers 1-Present, 2-Punctual, 4-Class discussion, 5-Participates in workshops, 6-Questions/Comments appropriate, and 8- Pays attention if the session is missed. For students attending partial sessions, credit up to the % of class attended may be assigned. (Example - students attending a half day could receive no more than 5 points in each of these categories.)
   2. Full credit (10 points) is possible for 7-Accepts criticism, 9-Appropriate attitude, and 10-Out of class communication. These should be graded as normal.
   3. Credit possible for 3-Well prepared:
      a. Up to full credit (10 points) may be assigned if the homework, workshop assignments, and cases are presented.
      b. Up to 9 points may be assigned if the homework, workshop assignments, and cases are turned in according to schedule.
      c. Up to 8 points may be assigned if the case and homework or workshop assignments are turned in according to schedule.
      d. Up to 7 points may be assigned if only the case is turned in according to schedule.
      e. No points should be given if case not turned in regardless of other assignments.
   4. For students missing the entire class session, a maximum of 40% for participation is possible if all assignments are completed and turned in.

Remote Model Absence Make-up Process

Purpose statement:

Class sessions / conference calls are an important and integral aspect of the Working Professional Doctor of Pharmacy degree experience. Missing a class / call compromises the student's ability to fully benefit from the experiential activities afforded by these sessions. Since there is only one live group meeting, a student cannot fully make-up the valuable lessons learned through activities such as participation in homework review, case study discussion, workshops, and other professional interactions provided by this session. As such, students cannot miss the remote weekend. In addition students cannot miss more than 2 conference calls that are not made up.

I. Criteria

A. Student may be allowed to make-up all or part of a missed call if there is an unplanned emergency such as a family death or major illness. At the discretion of the facilitator and course coordinator, appropriate documentation of the occurrence may be required.
B. In order to make-up the call students will need to attend another call that week.

II. Process
A. Students should contact facilitators with conflicts and should arrange to attend another call that week if missing the call is unavoidable.
B. Every attempt should be made to resolve the conflict so that the student can attend the scheduled call.
C. The Student is expected to make up the presentation per facilitator assignment on a future conference call. In the event that the student cannot make up the missed call. The presentation may be submitted in a timely fashion for grading as directed by the facilitator. This applies only to excused missed calls.

III. Point Assignments
A. Ten participation points are assigned to the experiential weekend. Five points are assigned to the conference calls.
B. If the student can't attend another call that week, and the cases / presentations are not actually presented; the student forfeits the presentation points for the assignment but the assignment may be turned in for grading if the absence is excused.
C. One participation point (out of 15 for course) will be deducted for each call missed and not made up. Students cannot miss more than 2 calls.
D. Assignments turned in but not presented due to an excused missed call may graded per usual, but presentation points will not be given.

UF COMPUTER POLICY

Access to and on-going use of a computer will be required for all students to complete their degree program successfully. The University of Florida expects each student to acquire computer hardware and software appropriate to his/her degree program. Competency in the basic use of a computer is a requirement for graduation. Class assignments may require use of a computer, academic advising and registration can be done by computer and official university correspondence is often sent by e-mail.

While the University offers limited access to computers through its computer labs, most students will be expected to purchase or lease a computer that is capable of network connection to the internet, graphical access to the World Wide Web, and productivity functions such as word processing and spreadsheet calculation. Individual colleges will define specific configurations required for their curricula. The College of Pharmacy requires a laptop computer for all pharmacy students. Cost of a computer will be included in financial aid considerations.

**WPPD content is not compatible with Macintosh and PC emulators for MACs. PC usage is required for participation in the WPPD Program.

COLLEGE OF PHARMACY STUDENT COMPUTER REQUIREMENT

Pharmacy students are required to have the hard drives encrypted on their personal laptops. Whole disk encryption is just one key element in ensuring that the information on your laptop is secure. There are many whole disk encryption software packages on the market. Two products that COP IT is familiar with are TrueCrypt and PGP, many more are available and these are provided only as an example.

Information about computer requirements may be accessed at http://www.cop.ufl.edu/education/student-affairs/admissions/student-computer-requirements/.

SECURITY TIPS: We expect our incoming pharmacy students to educate themselves and have a raised awareness of the need to secure their laptops in the Health Science Center computing environment.

- Never store Restricted Information (patient name, social security number, address, phone, date of birth, drivers license number, maiden name, credit card number, etc) on removable media such as thumb disks, memory sticks, or cd's; they're too easy to lose track of
- Never put Restricted Information in email or in an instant message
- Never leave laptops or personal digital assistants (PDAs) unattended and unlocked, not even for a minute; They're highly desirable, and very easy to steal
- Use a strong password (min 8 chars and contains at least 1 letter, 1 number, 1 capital, 1 lower case, and 1 special character) on your computer so it cannot be easily guessed
- Ensure you have set an inactivity timeout on your computer so it automatically locks requiring a password to unlock
- Always wear your Gator 1 ID badge at all times; it helps us determine when someone else is in a place they should not be
- Your computer activity is tracked by HSC IT services
- We STRONGLY discourage Pharmacy students from using Peer 2 Peer software on their Laptops. Please refer to the bullet above.

WEBCAM REQUIREMENT
Incoming students are required to purchase a webcam that can connect to their laptop computers. The minimum technical requirements are:

- Video resolution minimum of 640 X 480 at 15 frames per second for a 320 X 240 window
- USB cable connection

The College of Pharmacy does not recommend a particular brand webcam. We do tend to have more experience with Logitech webcams, however any brand meeting the technical requirements noted above is acceptable.
Here are some webcams that meet the above requirement ...

- Quickcam Communicate STX
- Quickcam Deluxe for Notebooks

Computer Hardware

- Any laptop capable of running MS Vista will meet College of Pharmacy hardware requirements
- DVD Player
- Sound Card and Speakers
- Wireless LAN Adapter Required

Computer Hardware Accessories requirements
Combined microphone (typically 3.55 mm plugs) and speaker headset.

**Note that we advise against using separate microphones and built-in computer speakers as the sound from computer speakers can be picked up from the microphone and cause feedback and distortions affecting other participants.
A good headset at Best Buy will run $20-$30.
Additional software may be required for individual classes.

The College uses PC compatible tools to create video presentations and interactive content. We strongly advise you not to buy a Macintosh. Some content is incompatible with the Mac and with PC emulators for the Mac. We will not be able to assist you if you have problems.

Services
- Broadband Access Required
- Gatorlink Email Address

The College will transmit materials to the student in a format that can be processed by the listed software. The student must transmit materials to the College in a format that can be processed by the listed software.

Internet access and email address are requirements. All admitted College of Pharmacy students are required to create and use a Gatorlink e-mail address as soon as possible for all college-related activity. This Gatorlink e-mail address must not be forwarded to another e-mail provider.
Gatorlink Home Page
UF Computer Requirement

The College regrets that it cannot answer questions from individual students about GatorLink accounts. We suggest you call the UF help desk at 352-392-HELP. Furthermore, we cannot answer questions or do repairs on your laptop.

Broadband
A broadband internet connection, defined as Cable Modem, DSL, or Satellite, is required for all students including distance education. You can search for a suitable service provider on the following lists.
- www.thelist.com
- www.findanisp.com
- www.theispguide.com
- www.getanisp.com
- www.ispcompared.com

Special Note for WPPD Students

Students enrolled in the Working Professional PharmD (WPPD) program are not required to purchase or use a portable computer. A desktop computer may be used for our program. WPPD students may find a portable (laptop or notebook) computer with a wireless network card helpful for on-campus activities. However, it is not required.

Gatorlink

Official University and College business email will be communicated to students using the University Gatorlink email account. That is, official mail will be sent exclusively to GatorlinkUserName@ufl.edu. The required email address recorded for all students will be the Gatorlink address. This is the email address displayed in the online phonebook. Students should not forward their mail to other mail services.

Students can obtain a GatorLink account at http://www.gatorlink.ufl.edu/ or by calling 352-392-HELP.

WPPD PC Computer Requirements

The Working Professional Doctor of Pharmacy distance-learning program uniquely allows you to maintain your career while earning your Pharm.D. To succeed in the program, it is essential that you have the right tools in place to complete your coursework.

To participate in the program, you must have access to a computer workstation meeting the following minimum specifications:

Internet Requirements

- Access to a high-speed Internet connection (such as Cable Modem or DSL) is required for many learning activities, including viewing expert lectures and online examinations

Minimum Hardware Requirements

- Microsoft Windows 7 (Professional, Ultimate, or Home Premium) or newer; or Mac OS X 10.7 or newer
- Processor
  LAPTOP: Intel i5/ AMD A6 processor or better DESKTOP: Intel i5/ AMD Phenom II or better
  - 4GB RAM
  - 160GB or larger hard drive
  - DVD/CD ROM (Optical Drive)
  - Network Interface Card (NIC)
  - Wireless (WiFi) Capable
  - LCD 1280X800 resolution or higher
  - Webcam for proctored online exams (minimum of 640 X 480 resolution)
  - Sound card with speakers
  - Headset with combined microphone (USB only)
    Note: UF advises against using separate microphones and built-in computer speakers because sound from computer speakers can be picked up from the microphone and cause feedback. Quality, reliable headsets can be purchased from retailers for approximately $20-$30.

Minimum Software

- Windows XP
- Wired High Speed Network (It is recommended that you use a high-speed internet connection, or gain access to submit your exams and assignments from a PC with a high-speed connection)
- Email access
- Internet Explore 8 or later and Mozilla Firefox
- Virus protection: e.g. McAfee or Norton
- Microsoft Office version 2007 or later

Technology Expectations

WPPD distance learning students are expected to be comfortable with basic PC technology and computing tasks. Students should also be familiar with common programs, such as Microsoft Word and PowerPoint before starting the Foundations course. Completion of a basic computing course prior to enrolling in the WPPD is recommended for those students lacking basic computer and internet skills. Efficient typing skills are needed to be a successful WPPD student.

WPPD program students should be familiar with the following computing tasks:

- Using Online Search Tools
- Sending and Receiving Emails
- Uploading, Downloading, & Attaching Documents
- Using 'Save As' Feature to Rename & Save Documents to their Computer
- Participating in Online Discussion Boards
- Completing Online Exams and Assessments
- Creating Microsoft Word Documents and Microsoft PowerPoint Presentations

WPPD students should prepare personal computers with the following:

- Reliable Internet Access (High Speed Recommended)
- Microsoft Office 2007 or Later (Word, PowerPoint, Excel)
- Ability to Open PDF, Audio and Video Files
- Anti-Virus Software
- Disabled Pop-up Blockers

Gatorlink

New students are required to set up a Gatorlink account in order to gain access to the University of Florida's network and web services, including email, computer lab access, and internet web space. Once Gatorlink set up is complete, all university email communications are sent to the student's Gatorlink webmail account. The University of Florida College of Pharmacy HIPAA compliant privacy policies PROHIBIT email forwarding outside the ufl.edu domain**.** Therefore, WPPD students may NOT use the auto-forward function of the UF email system. The policy can be found here: http://coplin.cop.ufl.edu/policies/.

e-Learning

A course management system is an internet-based virtual learning environment containing course content, assessments, communication and tracking tools. The University of Florida WPPD Program currently uses a course management system called E-Learning.

In order to access E-Learning, students must have a computer with reliable internet access, a supported browser, and specific software. The compatible web browser for the College of Pharmacy is Internet Explorer 7. In addition, browser settings must be set to allow cookies, Java, and Javascript. The software required to access e-Learning is Microsoft Office (includes Word, Excel and PowerPoint). Any versions of this software made during 2003 or later are acceptable, but 2007 is preferred.

Additional software, including Adobe Reader, Macromedia Flash or Windows Media Player, may be required to view additional course content.

Important Links

WPPD Homepage:
http://www.cop.ufl.edu/education/doctor-of-pharmacy-degree-pharmd/working-professional-pharmd-wppd/
Primary Information Portal for the WPPD Program
- Academic Calendar, Withdrawal Policy, WPPD Course Registration
- Textbook Information, Remote Site Schedule, PC Project Information
- Graduation Information

e-Learning: http://lss.at.ufl.edu/
WPPD Online Course Website
- Online Courses
- CPA Information

UF's Secure Integrated Student Information System (ISIS): http://www.isis.ufl.edu/
Transcripts, Student Records, Emergency Contact Information, Grades, Financial Aid Information

WebMail: https://webmail.ufl.edu/login.do
University of Florida email account login portal
- Student Email

Health Science Center Libraries: http://www.library.health.ufl.edu/
University of Florida Health Science Center Library Homepage
- Electronic Journals, Databases and Books, Interlibrary Loans, Library Resources Tutorials

WPPD Program Library Guide: http://libguides.library.health.ufl.edu/WPPD
WPPD Program-specific Library Tutorials and Information

MyUFL: https://my.ufl.edu/ps/signon.html
Web Portal That Serves as One Access Point for All University Electronic Services
- Gatorlink Account Creation

UF Computing Help Desk: http://helpdesk.ufl.edu/
- Gatorlink SetUp, E-Learning and ISIS Support, UF Software, Turn-It-In Support

UF Registrar: http://www.registrar.ufl.edu/
Homepage of the University Registrar
- Transcripts Ordering, Proof of Enrollment, Commencement Information

UF Bookstore: http://www.bkstr.com/

Gatorzone: http://www.gatorzone.com/
The Official Website of the Florida Gators
- UF Sports Information, Schedules, Merchandise, Tickets and Multimedia

PROFESSIONAL STANDARDS FOR GRADUATION

Progression in the Professional Degree - Professional Behaviors

Students are expected to abide by the University of Florida Student Conduct Code and the Pledge of Professionalism established by the College of Pharmacy. The University of Florida's Honor Code is included in the Student Conduct code. Students also must fulfill the Technical Standards for pharmacy students. The above codes and the affective, cognitive, and psychomotor standards as described in the Student-Faculty Handbook must be met in order for a pharmacy student to meet the professional standards for graduation and to fulfill the mission statements of the College of Pharmacy and the University of Florida.

Students who are held accountable for violations of the Student Conduct Code for the University of Florida may be given a letter of reprimand, placed on conduct probation, suspended for period of time, required to acquire professional evaluation and counseling or other medical care, required to complete community service, or expelled. Accountability for sexual harassment, academic dishonesty, violation of HIPPA or privacy regulations, chemical impairment, violation of state and federal laws, etc. may delay or permanently prohibit progression in the PharmD curriculum. Due process review for charges of violations of the Student Conduct Code is stated in the University brochure on Student Rights and Responsibilities. The College's Academic and Professional Standards Committee and the Health Center Student Conduct Standards Committee may review and make decisions on unprofessional behaviors of students per College and University policy.

ACADEMIC PERFORMANCE STANDARDS

Academic Performance and Advising

Academic Probation and Dismissal

University Probation

A student with less than a 2.00 overall grade point average shall be placed on scholarship probation. Such probation will continue until the deficit is satisfied.

University Dismissal

A student with 15 or greater grade point deficits below a C average (2.00) shall be dismissed from the University. Upon readmission the student must achieve conditions for probationary status in order to remain at the University of Florida.

Academic Policies for the College of Pharmacy

Please note that as of summer semester 2009, the University of Florida converted to a minus grade system. For the purposes of defining a grade less than C, a C minus grade is included in this definition.

Thus, grades of C-, D+, D, D-, E, and I or N grades being calculated as an E grade in the GPA are counted as grades less than C.

College of Pharmacy students are subject to University regulations which pertain to overall grade point deficits (scholarship probation and dismissal for academic reasons). In addition, students must make normal academic progress in the WPPD curriculum.

A student with a grade point deficit of 10 or less points below a C average in WPPD courses shall be placed on College probation. The student shall be permitted one semester immediately following notification of probation to eliminate the grade point deficit and return to a C average in required pharmacy courses. Failure to do so shall mean dismissal from the College of Pharmacy. A student on academic probation who wishes to withdraw from a course must first submit a petition to the Academic and Professional Standards Committee.

A student who has been dismissed or has withdrawn from the College of Pharmacy and subsequently readmitted will be subject to the current curriculum and regulations on probation and dismissal.

A student who has a grade point deficit of 10.5 or more points below a C average in WPPD courses shall be dismissed from the College of Pharmacy.

A student who is placed on academic probation for a second time must make up the grade point deficit points below a C average by the end of the probationary semester. A student shall not be placed on academic probation for a third time but shall be dismissed from the College of Pharmacy.

A student will not be allowed to graduate until the conditions of academic or conduct probation have been satisfied.

A student must repeat all WPPD courses in which an E grade was received. All repeat course work must be completed with a satisfactory grade prior to consideration for graduation.

A student who has completed the WPPD curriculum but who does not attain a minimum 2.00 grade point average shall not be considered for the Doctor of Pharmacy degree.

Clinical Practice Assessment Course Policies:

Students will be registered for clinical practice assessment (CPA) courses during their 3rd, 6th, and 9th semesters in the program. Students must receive a grade of "competency" or greater on each of the required 1st year CPAs to receive a Satisfactory grade in the Practice Experiences I course, PHA5666. Students must receive a grade of "competency" or greater on each of the required 2nd year CPAs to receive a Satisfactory grade in the Practice Experiences II course, PHA5667. And, students must receive a grade of "competency" or greater on each of the required 3rd year CPAs to receive a Satisfactory grade in the Practice Experiences III course, PHA5668.

Students failing to receive a "Satisfactory" grade in PHA5666, PHA5667, or PHA5668 must repeat the course the next semester they are enrolled in a WPPD course. Failure to receive a "Satisfactory" grade after the second attempt at PHA5666, PHA5667, or PHA5668 will result in the discontinuation of enrollment in Pharmaceutical Care Coursework. A petition may be submitted to repeat PHA5666, PHA5667, or PHA5668 a third time to complete the required CPAs. Failure to complete CPAs after the third attempt at PHA5666, PHA5667, or PHA5668 may result in dismissal from the program for unsatisfactory academic progress.

Academic Policies for Progression in the WPPD Program:

Students must satisfactorily complete at least one WPPD course per year to maintain satisfactory progress toward their degree. Failure to maintain adequate progress can be a basis for dismissal from the WPPD Program.

Students have a maximum of seven years from their initial enrollment to complete the degree requirements for the Doctor of Pharmacy degree through the WPPD Program. Coursework or clinical work falling outside of the seven year time limit will not count toward meeting the student's degree requirements and must be repeated to be eligible for graduation. Students returning to the program after a prolonged absence (due to illness, etc…) must petition for re-admission, meet current degree requirements, and any course or clinical work falling outside of the seven year time limit must be satisfactorily repeated in order to meet degree requirements.

Students failing to enroll for two consecutive semesters must re-apply to the WPPD Program and the University of Florida. If readmitted, the student will be subject to the current curriculum and regulations on probation and dismissal.

Petitions - Appeals - Academic and Professional Standards Committee

All requests for waiver of academic regulations must be submitted in writing to the Academic and Professional Standards Committee. In many instances, the petition must be accompanied by written documents such as a letter from a physician or clinical psychologist or agency such as the Professional Recovery Network or copies of medical records. Failure to provide such documentation may constitute grounds for denial of a petition. The Assistant Director of the WPPD Program can direct students in the proper procedure. An appeal from a committee decision shall be treated as a new petition with the provision that the student must submit further evidence of increased hardship or changed conditions for the appeal to be considered.

Academic and Professional Standards Committee

Each student is responsible for submitting his/her own petition. The Academic and Professional Standards Committee of the College of Pharmacy will act on all petitions concerning internal matters within the College of Pharmacy. The University Senate Committee on Student Petitions acts on all other matter (e.g., petitions for retroactive medical withdrawal). Students may seek guidance from the Director of Student and Academic Affairs in all matters concerning petitions. The Dean may review appeals on the decisions of the Academic and Professional Standards Committee.

Petition Procedures

If a student does not meet the academic standards of the College of Pharmacy, he/she may petition the Academic and Professional Standards Committee for an exception to the policy. The Academic and Professional Standards Committee meets on an as needed basis and regularly meets at the end of a semester to review petitions.

Students who desire to petition the Academic and Professional Standards Committee must submit a petition. The Director of Student and Academic Affairs can direct you on how to file the petition.

Students have the option of appearing before the Academic and Professional Standards Committee to present the petition and answer questions.   The time frame for a meeting with the Academic and Professional Standards Committee is usually about 10 to 15 minutes but can be longer as necessary. If a student does not want to appear before the Committee, the petition can be considered without the student present. Students who plan to petition will be given an estimate of the time frame for them to be present to meet with the Academic and Professional Standards Committee.

The Academic and Professional Standards Committee makes a decision after reviewing the student's academic record, any other pertinent information presented by the students, e.g., physician reports, counselor's recommendations, etc., and the circumstances stated in the student's petition. Each petition is considered on its own merits.

The student is officially informed of the decision by letter from the Senior Associate Dean for Professional Affairs. If the petition is approved, a revised plan of study and terms of agreement for the conditions of

academic probation are prepared for the student. The student has five days to agree to the terms by signing the agreement and returning it to the Senior Associate Dean for Professional Affairs. If a petition for readmission or continuation in the College of Pharmacy is denied, the student may meet with the Senior Associate Dean for Professional Affairs to discuss options regarding their educational plans.

Please understand that the approach by the Academic and Professional Standards Committee consists of learning what is going on in a student's life that has adversely affected academic performance so that appropriate interventions may be considered. Those interventions include, but are not limited, to continuation under academic probation, recommending a retroactive medical withdrawal, referral for counseling, and dismissal to give a student time away from the College to gain stability in their life circumstances. At the same time, the Academic and Professional Standards Committee is charged with upholding the standards of the College of Pharmacy and serving as a door keeper to the profession of pharmacy.

Academic Honors

Requirements are as follows:

Cum laude: GPA in WPPD courses upon graduation must be 3.50 and higher.

Magna cum laude:
Successful completion of the PC Paper with a "Very Good" or "Excellent" evaluation rating; and your graduation must be on-time with a GPA in WPPD courses between 3.6 and 3.79

Summa cum laude:
Successful completion of the PC Paper with a "Very Good" or "Excellent" evaluation rating; and your graduation must be on-time with a GPA in WPPD courses at 3.80 or higher.

Grades

The Office of the University Registrar records student grades. The information below is reproduced from the University Registrar's web site at http://www.registrar.ufl.edu/catalog/policies/regulationgrades.html.

The word "credit" refers to one semester hour, generally representing one hour per week of lecture or two or more hours per week of laboratory work.

Passing Grades and Grade Points Prior to Summer A 2009

Letter Grade	A	B+	B	C+	C	D+	D	E	WF	I	NG	S-U
Grade Points	4	3.5	3	2.5	2	1.5	1	0	0	0	0	0

Passing Grades and Grade Points Effective Summer A 2009

Letter Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E	WF	I	NG	S-U
Grade Points	4	3.67	3.33	3	2.67	2.33	2	1.67	1.33	1	0.67	0	0	0	0	0

Note: The degree-granting college may require a minimum grade of C in particular courses.

Passing, Non-Punitive and Failing Grades

Non-Punitive Grades and Symbols – Zero Grade Points; Not Counted in GPA
W = Withdrew
U = Unsatisfactory
H = Deferred grade assigned only in approved sequential courses or correspondence study
N* = No grade reported
I* = Incomplete

Failing Grades – Zero Grade Points; Counted in GPA
E = Failure
WF = Withdrew failing
NG = No grade reported
I = Incomplete

I*, N* and I, NG Grades

I* or N* grades recorded on the student record indicate the non-punitive initial-term receipt of an I or NG. A grade of I* or N* is not considered a failing grade for the term in which it is received, and it is not computed in the grade point average. However, if the I* or N* has not been changed by the end of the next term for which the student is enrolled and receives grades, it will be counted as a failing grade and used in computation of the grade point average.

For purposes of determining grade point average after the initial receipt of an I* or N* grade, the three summer terms are considered collectively as a single term. I* and N* grades are not assigned to graduating students; they receive failing grades of I or NG.

An incomplete grade may be assigned at the discretion of the instructor as an interim grade for a course in which the student has completed a major portion of the course with a passing grade, been unable to complete course requirements before the end of the term because of extenuating circumstances, and obtained agreement from the instructor and arranged for resolution of the incomplete grade. Instructors are not required to assign incomplete grades.

If make-up work requires classroom attendance in a subsequent term, the students should not register for the course again. Instead, the student must audit the course and pay course fees.

If the make-up work does not require classroom attendance, the instructor and student should decide on an appropriate plan and deadline for completing the course.

When the course is completed, the instructor will submit a change of grade to the Office of the University Registrar. **These procedures cannot be used to repeat a course for a different grade**. An "I" grade should not be assigned to a student who never attended class; instead, instructors may assign a failing grade or no grade at all, which will result in assignment of N*.

Satisfactory/Unsatisfactory Grades

Satisfactory /Unsatisfactory grades do not carry grade point values and are not computed in the grade point average, but the grades do become part of the academic record.

Students should note that other academic institutions or agencies may interpret a grade of U as a failing grade in their grade point average computation.

Grade Point Averages and Deficits

The term "average," as used in any University regulation, refers to the grade point average for work completed at the University of Florida. Grades received at other institutions are NOT averaged with grades received at the University of Florida for the purpose of meeting University average requirements.

Other agencies and honorary societies will compute averages in accordance with their own standards and policies.

Averages are determined by computing the ratio of grade points to semester hours attempted.

A grade point deficit is defined as the number of grade points below a "C" average on hours attempted at the University of Florida. If the grade point average is less than 2.0, there is a grade point deficit.

Only grades higher than "C" will lower a deficit. Every credit of "C+" earned removes 0.33 points from a deficit (a "C+" in a three-credit course removes 0.99 deficit points); every credit of "B" removes 1 deficit point; and every credit of "A" removes 2 deficit points.

Computation of a grade point deficit is dependent upon first calculating the grade point average. Multiply the total UF hours carried for a grade by 2 (for 2.0 GPA) and subtract the total grade points earned to determine the deficit.

SAMPLE CALCULATION

	Credits	Grades	Grade Points
PHA 5541	4	C	8.00
PHA 5100	3	C-	5.01
PHA 5560C	3	D+	4.50
PHA 5727	4	C	8.00
PHA 5433	1	D+	1.50
PHA 5237	1	C	2.00
PHA 5941C	1	C	2.0
	17		29.01

17 credits x 2 = 34   34-29.01 = 4.99 deficit points
Grade point average = 32/17 = 1.706

Reporting Grades

A student's right to privacy is protected by Florida Statute and the federal Family Educational Rights and Privacy Act of 1974, commonly referred to as FERPA or the Buckley Amendment. Student academic information is confidential. Any academic record with a student's name or social security number or UF identification number must be protected. Student numbers are considered identifiable even when names are removed. Student grades cannot be posted by a social security or student identification number. Instructors must ensure student confidentiality when posting grades.

Grades submitted on time are available after 6PM the Tuesday following commencement. Students can access ISIS at http://www.isis.ufl.edu.

Concerns about Evaluation of Performance

Students with concerns about their evaluation may not appeal for grade changes unless there is an allegation of unfairness or where a grade penalty has been imposed without proper authority. *(See UF Student Guide on handling grievances.)* If a student has a grievance regarding their evaluation in a course, he/she should follow these procedures:

1. Discuss the situation with their facilitator and follow the examination review policy.

2. If this discussion does not result in a satisfactory resolution, the student should discuss the situation with the course coordinator.

3. The student may also discuss the situation with the Regional Director or Director of the WPPD Program.

4. Beyond the above procedure, the student may discuss the situation with the Dean of the College of Pharmacy and then, if necessary, the University Ombudsman in the Office for Academic Affairs in Tigert Hall.

Student-Faculty Relations Regarding Course Management

Students should communicate general concerns about the conduct of a course to the course coordinator. The student may meet with the Director of the WPPD Program if the outcome of the meeting with the meeting with the Course Coordinator is unsatisfactory. Students who have individual concerns associated with a course (e.g., grading, personal interaction with faculty, illness, personal problems, etc.) may meet with the Course Coordinator.

Guidelines for Examinations

At the beginning of each course, faculty should:
- Inform students of the examination schedule.
- Inform students of the type of examination formats (multiple choice, true/false, short answer, essay, etc.)
- Inform students of the make-up test policy, if applicable..
- Explain the policy on dishonesty in examinations.

Test Implementation
Faculty should create test questions based on the stated objectives of the lectures and course.
Faculty should create two or more forms of an examination for large class sizes.
Faculty should arrange for examination proctors for the course.

Exam Format
All examinations will be mostly in case study format so that an evaluation of the student is made not just on his/her ability to recall facts, but more importantly, the ability to apply information to improve, monitor, and evaluate pharmaceutical patient care outcomes.

Exam Review Policy and Process

Exam Posting
1- Exam Grades will be posted to Sakai by the facilitators as soon as permissible.
2- Students will be notified of grade posting by the facilitator.
3- Midterm exams will be returned in session 3 for regional model students. Midterms for remote model students and the final for students in both models will be returned at the next class session.

Exam Review
1- Students have 1 week from the date of posting the exam grade on Sakai to request a copy of the graded exam.
2- Students have 1 week from the time of receipt of the exam to request clarifications.
3- Facilitators will review and provide judgment on the requested clarifications.

Exam Challenges
1- In the event that the student is not satisfied with the facilitator's judgment a written appeal can be made.

2- The students have 1 week from the time of receipt of judgment to appeal. Appeals are sent to the facilitator who will forward to the course coordinator.
3- Written appeals must to include the following:
   a- The question number
   b- An evidence based rationale for why the student feels their response is accurate.
   c- Literature citations.
4- The exam will be re-graded, in full, by a third party. The grader will assess the supporting data when grading the appealed portions of the exam. Note: the score of a fully re-graded exam may increase, decrease, or stay the same.
5- The re-graded score will be considered final.

Exam Rescheduling
1. Examinations may be changed from the scheduled dates provided that the change does not conflict with any University of Florida or College of Pharmacy policies.
2. Examination date changes proposed by the students as a group require the unanimous approval of the students and faculty involved.

Make-up Exam Policy
Make-up examinations will only be administered under the most EXTREME circumstances and only if the student has an excused absence. Contact your facilitator for more information.

Policy on Old Quizzes and Assignments
Course coordinators are not required to provide copies of old exams or assignments.

STUDENT RIGHTS AND RESPONSIBILITIES

University of Florida Honor Code

In the Fall of 1995, the University of Florida student body voted to enact a student honor code:

HONOR CODE

We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

Student Conduct

Each student is urged to read and become familiar with the University of Florida Student Conduct Code. A conviction for a violation under the Code may result in a penalty which can range from severe reprimand to imposition of penalty hours, suspension, or expulsion.

The Academic and Professional Standards Committee establishes the conditions under which a suspended student may be readmitted.

Student Conduct in the Classroom

The College of Pharmacy has a Student Conduct Policy that specifies expected behaviors of pharmacy students as they pursue professional studies. Administration, faculty, and students share the responsibility to maintain appropriate student conduct in the classroom.

Disruptive student behavior that interferes with fellow students' ability to concentrate and learn in the classroom, or that impedes a professor in making a presentation or conducting class will not be tolerated.

Disruptive behavior includes, but is not limited to, talking too loudly, reading non-class related materials, eating in class, and passing notes.

Disruptive student behavior may be dealt with entirely within the confines of the faculty-student relationship. Faculty have the authority to: (1) identify students who are disruptive, (2) instruct students to refrain from disruptive behavior, (3) assign students to specific seats in a classroom to prevent disruptive behavior, and (4) require that disruptive students leave the classroom. Faculty who assign a student to a specific seat due to disruptive behavior, or who require that a student leave the classroom, may inform the Senior Associate Dean for Professional Affairs that this action has occurred. If the Senior Associate Dean for Professional Affairs is informed of such an incident, then a letter of reprimand will be sent to the student. As a condition of returning to attend subsequent classes, faculty may require that a student who is told to leave class due to disruptive behavior obtain permission from the Senior Associate Dean for Professional Affairs. Students who defy a professor's instruction regarding seating or instruction to leave the classroom will be referred to the Office for Student Judicial Affairs for misconduct proceedings.

Faculty members are not the only parties responsible for professional behavior in the classroom. Students or faculty may refer complaints regarding disruptive classroom behavior to the Senior Associate Dean for Professional Affairs. All such complaints must identify students who are disruptive in class and describe the nature of the disruptive activity. The Senior Associate Dean for Professional Affairs will investigate all such complaints. This investigation may include interviews with students and faculty in attendance at class. If the Senior Associate Dean for Professional Affairs concludes that the student has been disruptive in class, then a warning letter will be sent to the student. If the student is involved with a second disruptive classroom incident at any time during the student's tenure in the College of Pharmacy, then the Senior Associate Dean for Professional Affairs will investigate. If the Senior Associate Dean for Professional Affairs concludes that the student has been disruptive in class a second time, then the student will be required to sit in an assigned seat and be required to attend every class meeting of each class for which the student is enrolled for the duration of the academic year in which the incident occurred. Should an incident occur during the last four weeks of an academic year, assigned seating and attendance restrictions will apply for the entire subsequent year. The student will be referred to the Office for Student Judicial Affairs for misconduct proceedings if he or she does not sit in the assigned seat, does not attend class as required, or engages in further disruptive behavior as confirmed by investigation of the Senior Associate Dean for Professional Affairs).

If at any time, the Senior Associate Dean for Professional Affairs learns that student conduct in the classroom poses a threat to the health or welfare of any student, faculty, or staff, the Senior Associate Dean for Professional Affairs has the authority to immediately take action as is necessary to protect the health or welfare of those involved.

The faculty's expectations for academic and personal integrity are very high for students enrolled in the College of Pharmacy. Violations of academic honesty are very serious breaches of expected professional behavior. The College is committed to promoting a sense of professionalism and a desire to adhere to the highest ethical standards and to any laws that pertain to the pharmacy profession. Students must adhere to the highest standards of professional conduct, avoiding not only impropriety, but even the appearance of impropriety. The standard for conduct and behavior for students in the professional degree programs is the Code of Ethics approved by the American Pharmaceutical Association (APhA), the Student Conduct Code for the University of Florida and the College of Pharmacy, and the Pledge of Professionalism established by the College of Pharmacy.

The College's Student Conduct Code expects and requires professional pharmacy students to exhibit certain attributes in the cognitive, affective, and psychomotor domains that are necessary for completion of the requirements for a professional degree in pharmacy.

The College of Pharmacy Student Conduct Code has been formulated through discussions by student representatives on the Student Council, Department Chairpersons, and College Administrators. This

document has been endorsed by the faculty of the College of Pharmacy and the Student Council of the College of Pharmacy.

The student Conduct Code contains the following elements.

Cognitive Standards

Management of problems that arise in this area are handled by the Academic and Professional Standards Committee of the College. A summary of the significant standards are reproduced for this document.

Satisfactory Academic Standing: All students must maintain at least a 2.00 average (C average) on a 4.00 scale in required pharmacy course work and receive no more than 3 D, D+, or E grades in required pharmacy courses to be considered in satisfactory academic standing in the College of Pharmacy.

Academic Requirements for Graduation: WPPD Students must complete 63 semester credits for the Doctor of Pharmacy degree in the College of Pharmacy with at least a 2.00 grade point average.

In order to graduate, Pharmacy students who have made an E in a WPPD course must have retaken this course and received at least a D grade, even if they have attained a 2.00 grade point average.

Academic Probation: Students with cumulative grade point averages below a 2.00 in required pharmacy course work will be placed on academic probation for one semester. The student must attain a 2.00 cumulative grade point average in required pharmacy courses at the end of the probationary semester or he/she will be dismissed from the College of Pharmacy. Students may petition the Academic and Professional Standards Committee for an extended semester of academic probation.

Academic Dismissal: Students with cumulative grade point averages below a 2.00 in required pharmacy course work as defined by a cumulative grade point deficit of 10.5 or greater will be dismissed from the College of Pharmacy. Students who do not meet the requirements of their academic probation will be dismissed from the College of Pharmacy. Students who have been placed on academic probation for the third time will be dismissed from the College of Pharmacy. Students may petition the Academic and Professional Standards Committee for extended probation or for readmission to the College of Pharmacy.

Affective Expectations

Affective expectations encompass ethical, behavioral, and emotional considerations that reflect the way that pharmacy students should act while undergoing professional education and training. Specific behaviors expected of pharmacy students are described below. These behaviors are consistent with meeting the professional standards for meeting graduation requirements and meeting the mission statements for the UF College of Pharmacy and the University of Florida. Other types of behavioral violations of the University's Student Conduct Code are listed later in this document under the section on Violations and Sanctions.

- Cooperate with the orderly conduct of classes. Students should respect their peer's right to learn. This expectation includes, but is not limited to, the following types of behaviors: refrain from conversations while the instructor is making a presentation; do not gather materials to leave the class until the professor has completed his/her remarks; be on time for the class; do not leave the class during lecture unless a reasonable circumstance prescribes this action (e.g., illness); refrain from making disrespectful sounds during lecture (e.g., hissing); refrain from distracting activities during class (e.g. reading a newspaper, eating, drinking beverages, etc.)

- Respect faculty, staff, and peers with appropriate, and courteous communications in verbal, written, and electronic communication formats (e.g., address faculty by their professional title either doctor or professor, refrain from profane messages or comments, utilize appropriate English language in email messages or other written assignments using approved grammar and spelling, refrain from gossip, etc.).

- Treat faculty, staff, and students with respect. The student body, faculty, and staff are a diverse group. Respect for and understanding of individuals from diverse racial, ethnic, and cultural backgrounds is a part of a college education. Prejudices against individuals of other races, ethnic, or cultural backgrounds will not be tolerated in the College of Pharmacy.

- Faculty and staff work to provide a quality educational program for pharmacy students. Misunderstandings, changes in curriculum, and mistakes in administrative aspects of the program will occur from time to time. Students are expected to display mature judgment and abide by the reasonable decisions communicated by faculty and staff. Profane language or disrespectful behavior by students will not be tolerated. Appropriate mechanisms exist to communicate student concerns about the operation of the College through faculty advisors, College administrators, and student representatives on committees.

- Avoid actions that reflect poorly on the College of Pharmacy or the profession of pharmacy. Specific examples of poor judgment and behavior that adversely reflect on the individual pharmacy student, the College of Pharmacy, and the profession include: theft, vandalism or inappropriate access to personal property (offices, desks, computers, or other College, University, or student property), violation of HIPPA or privacy regulations, acts of physical violence, aggression, and sexual harassment against patients, students, faculty, or staff; and involvement with drug diversion and illicit drug use. The Chemical Impairment Policy for Pharmacy Students is included in this handbook.

- Maintain professional confidentiality. Pharmacy students are obligated to respect all confidences revealed to them such as patient conditions, medical and pharmaceutical records, economic information, fee payments, and any privileged information from committees on which a student is a member.

- Adhere to appropriate dress. Attire and personal grooming are expected such that they do not distract from nor compromise the professional integrity of the University of Florida College of Pharmacy or the pharmacy profession. Students are expected to abide by course dress requirements (e.g., white lab coats in APPE's and laboratories, pharmacy logo shirts for Practicum courses).

- Adhere to the academic honesty standards of the College of Pharmacy and the University. Academic honesty standards maintain and preserve the moral character and integrity vital to academic pursuits and the practice of pharmacy. The Academic Honesty Guidelines are printed in this handbook. Violations of the Academic Honesty Guidelines include, but are not limited to, the items listed below:

Taking information - copying graded homework (including lab) assignments from another person; copying a computer program or any graded assignment written by someone else; working together on a take-home test or homework assignment when not specifically permitted by the instructor; looking at another student's paper during an examination; looking at text or lecture notes during an examination when not permitted.

Plagiarism - quoting text or other works on an exam, term paper, or homework without citation; presenting someone else's work as your own; handing in a paper purchased from a term paper service; retyping another student's paper in your name and handing it in; copying homework answers from your text to hand in for a grade.

Conspiracy - planning with one or more fellow students to commit any form of academic dishonesty together.

Tendering information - giving your work to another to be copied; giving someone answers to examination questions when the exam is being given; informing another person in a later section about the questions that appear on an exam you have taken; giving or selling a paper to another student.

<u>Giving false information</u> - lying to a professor to increase your grades or to attain special consideration in the grading process (e.g., lying about the reasons for wanting to take a make-up examination in order to have more time to study or find out the answers to the questions on the exam from those who took it at the regularly scheduled time).

<u>Bribery</u> - offering, giving, receiving, or soliciting money or any item or service to a teacher or any other person so as to gain academic advantage for yourself or another.

Students must cooperate with faculty, staff, and administrators in addressing problems in any of the above mentioned areas. Pharmacy students enjoy the rights and privileges that accrue with membership in the University and College community and are subject to the responsibilities which accompany that membership. One of those responsibilities is to report academic dishonesty or other violations of the Student Conduct Code to the facilitator or course coordinator for a course or another appropriate official (Assistant Director of the WPPD Program or Senior Associate Dean for Professional Affairs). Students have the responsibility to tell the truth about matters of academic dishonesty or misconduct committed by themselves or by other pharmacy students.

Psychomotor and Learning Expectations

Psychomotor expectations relate to the ability to meet the physical demands of the pharmacy curriculum. Physically impaired students and students with learning disabilities such as hearing impairment, visual impairment, dyslexia or other specific disabilities such as sensory deficits or sensory-motor coordination problems should cooperate with faculty and staff in addressing these problems in order to meet academic standards. Students with physical disabilities are encouraged to register with the Center for Disability Resources.

Leaves of Absence

A student may need to take a leave of absence for a number of reasons including, but not limited to, illness, call to military service, bereavement, pregnancy, child care, and rehabilitation. A student should provide advanced notice to the Assistant Director of the WPPD Program if they must take a leave of absence. The College of Pharmacy requires the cooperation of the student in determining conditions for re-entry to the professional curriculum (e.g., letters from physicians attesting to satisfactory health or acceptance of a change in course offering due to curriculum modifications since the leave of absence). A petition to the Academic and Professional Standards Committee is required for re-admission to the UF College of Pharmacy after a leave of absence or suspension or medical withdrawal or dismissal.

The College of Pharmacy may initiate procedures to require a student to take a leave of absence if in the judgment of faculty members, administrators, and health care professionals this action is taken in the best interest of the student and society. The Office for Student Affairs will be notified if a student's performance in the College is believed to require an evaluation by a health professional (e.g., a psychiatrist or other physician). The student will be informed of the concern and asked to be evaluated. If the student refuses to be evaluated, the student's progress in course work (didactic or experiential) can be suspended pending a hearing arranged by the Office of Student Conduct and Conflict Resolution (see section on suspension under Violations and Sanctions in this document). In cases in which an evaluation of the student's mental and /or physical health indicate drug impairment or psychological problems or other health problems that pose a risk to fellow students, faculty, staff, or patients, the College of Pharmacy, through the Office of Student Conduct and Conflict Resolution, can require a leave of absence until the student's rehabilitation is documented by an expert in the care of the student. Upon readmission to the College of Pharmacy, the student must meet conditions specified either by the Academic and Professional Standards Committee or the Dean (e.g., signing a contract for maintenance health program with provisions that specify conditions for continued satisfactory standing in the College of Pharmacy).

University of Florida Student Conduct Code Violations, Sanctions, and Procedures

The expectations within the Student Conduct Code of the College of Pharmacy are in agreement with the broader, more detailed Student Conduct Code of the University of Florida. Pharmacy students who allegedly violate the College's Student Conduct Code will abide by the University's policies and procedures for handling such cases.

This section describes the process for addressing allegations and violations of the University's Student Conduct Code and also sanctions for specific offenses. Detailed information on students' rights under the University's Student Conduct Code is described in the University of Florida Student Guide. A summary of the significant points with regard to students' rights, procedures for due process, and sanctions for violations of the University's Student Conduct Code is presented below.

Student Rights

The Office of Student Conduct and Conflict Resolution is responsible for handling cases of misconduct that violate the Student Conduct Code. The Health Center Student Conduct Standards Committee is responsible for handling cases involving alleged academic dishonesty and HIPPA violations by pharmacy students. The Health Center Student Conduct Standards Committee makes recommendations on guilt or innocence and penalties to the University's Dean of Student Services.

The Office of Student Conduct and Conflict Resolution will furnish to students charged with an offense the rules of procedure which shall insure basic procedural fairness including, but not limited to:
- The right to be notified in writing of the charges against him/her with sufficient detail and time to prepare for the hearing;
- The right to a prompt hearing before an appropriate official committee or court;
- The right to know the nature and source of the evidence which will be used against him/her;
- The right to present evidence on his/her behalf;
- The right to freedom against compulsory self-incrimination; and
- The right to appear with an advisor at the hearing.

Violations

Violations of the Student Conduct Code for the University of Florida or the College of Pharmacy may result in immediate suspension. In the case of a pharmacy student violating the conduct code, upon the recommendation of the College of Pharmacy, the Director of Student Judicial Affairs may determine that a student poses the danger of imminent and serious physical harm to himself/herself or to others at the University; or immediate supervision is necessary to protect the health, safety, and welfare of the student or others at the University. In such a situation, the Director of Student Judicial Affairs, with approval of the Vice President for Student Affairs, may suspend the student pending a hearing. The hearing will take place within a reasonable time after notification of the suspension. This means that a pharmacy student in this situation would not be allowed to continue in didactic or experiential course work until they are cleared of the stated concerns regarding individual and societal protection.

The types of violations of the University's Student Conduct Code are listed in the University of Florida Student Guide. A summary of these violations is provided below.
- Furnishing false information to the University
- Forgery, alteration, or misuse of University documents
- Unauthorized use, taking, possession of, or destruction of public or private property on campus
- Actions or statements which amount to intimidation, harassment, or hazing
- Disorderly conduct
- Failure to comply with any University rule, including but not limited to, the Alcohol Beverage Rule and the Academic Honesty Guidelines
- Violations of housing, inter-residence hall association, and area government regulations

- Violation of conduct probation
- Illegal possession, use, or delivery of controlled substances as defined in Florida Statutes
- Possession or use of a firearm on the University campus except as specifically authorized in writing by the University
- Actions or conduct that interfere with enforcement of the Student Conduct Code
- Failure to appear before any of the disciplinary authorities and to testify as a witness when reasonably notified to do so
- Violations of any municipal ordinance, state law, rule promulgated by the Florida Board of Regents, or law of the United States
- Ticket scalping
- Possession or use of fireworks, explosives, dangerous chemicals, ammunition or weapons
- Actions which are committed with disregard of the possible harm to an individual or group
- Any actions, including those of a racial or sexual nature or involving racial or sexual activities, which are intimidating, harassing, coercive, or abusive to another person, or which invade the right to privacy of another person
- Any action without authorization from the University which results in access, use, modification, destruction, disclosure, or taking data, programs or supporting documents residing in or relating in any way to a computer, computer system, or computer network

Sanctions

A student adjudicated guilty of violations of the University's Student Conduct Code shall be subject to sanctions commensurate with the offense and any aggravating or mitigating circumstances.
- Reprimand - The student is given formal written notice and official recognition is taken of the offense committed.
- Conduct Probation - The student is not deemed in good standing and cannot represent the University on any athletic team other than intramural or hold office in any student organizations registered with the University.
- Suspension - The student is required to leave the University for a period of time.
- Expulsion - The student is permanently deprived of his/her opportunity to continue at the University in any status.
- Payment of Damages - The student is required to pay for damages to University property.
- Reduced or Failing Grade - The student is given a reduced or failing grade for the class in which the offense occurred (for violations of the Academic Honesty Guidelines), but only by the faculty member involved and upon recommendation thereto.
- Community Service, Counseling or other Appropriate Requirement - The student is required to complete a specified amount of community service, meet with a counselor for specified period of time and/or complete some other requirement considered appropriate by the hearing body based on the nature of the offense.

Appeals

Appeals may be made to the Director of Student Judicial Affairs. The decision of the Director of Student Judicial Affairs may be appealed to the Dean of Student Services. The decision of the Dean for Student Services may be appealed to the Vice President of Student Affairs.

All appeals must be made in writing to the appropriate official within five days after notice of last action taken unless otherwise agreed upon in writing by the appellant and the person to whom the appeal is directed.

Procedures

If a pharmacy student is charged with misconduct, the evidence should be presented to the Senior Associate Dean for Professional Affairs. If the student admits to the misconduct, the case will be referred to the Director of Student Judicial Affairs for a hearing and decision on discipline. The College of Pharmacy through the Senior Associate Dean for Professional Affairs can make a recommendation to the

Director of Student Conduct and Conflict Resolution on the type and severity of the discipline for misconduct. If the student does not agree that misconduct occurred, the Senior Associate Dean for Professional Affairs may refer the evidence for a review by the Director of Student Judicial Affairs.

In cases of alleged academic dishonesty, the pharmacy student will be presented with the evidence for academic dishonesty by the professor of the course, usually in the faculty member's office. The student may have his faculty advisor present or another person if the student so chooses. If the student admits that he/she was responsible for the academic dishonesty and this is first offense, the faculty member and student will sign an adjudication form from the Office for Student Affairs. This form details the circumstances of the academic dishonesty case, clearly states that the student admits guilt, and specifies the academic penalty for the dishonesty. The adjudication form is forwarded to the Director of Student Conduct and Conflict Resolution for inclusion in the student's record. A copy is retained for the student's file in the Office for Student Affairs of the College of Pharmacy.

If the academic dishonesty incident is egregious, the matter may be referred to the Office for Student Judicial Affairs for review by the Health Center Student Conduct Standards Committee without utilizing an adjudication form.

If the student has a prior conviction for academic dishonesty, the Director of Student Judicial Affairs would be notified and the case will be referred directly to the Health Center Student Conduct Standards Committee for a hearing. If the student rejects the adjudication form and requests a hearing, the student signs the adjudication form for a referral to the Health Center Student Conduct Standards Committee. The student will be referred to the Director of Student Judicial Affairs for counseling about student rights and procedures for the hearing before the Health Center Student Conduct Standards Committee. The Health Center Student Conduct Standards Committee is composed of several pharmacy faculty members, faculty members from another Health Center college, and students from other Health Center colleges. Up to three pharmacy students appointed by the Dean also serve on the Committee. Recommendations of the Committee are reviewed by the University's Dean for Student Services for final action. All information on charges and procedures are kept confidential within the College of Pharmacy and the University of Florida as permitted by the regulations of the University.

University Regulations

Pharmacy students are expected to follow all University and College of Pharmacy regulations which apply to them. Students should be knowledgeable about all official University and College of Pharmacy notices and rules. For further information on Student Responsibilities, please see the University of Florida Student Guide.

Computer – Acceptable Use Policy

Introduction

As part of its educational mission, the University of Florida acquires, develops, and maintains computers, computer systems and networks. These computing resources are intended for university-related purposes, including direct and indirect support of the university's instruction, research and service missions; university administrative functions; student and campus life activities; and the free exchange of ideas within the university community and among the university community and the wider local, national, and world communities.

This policy applies to all users of university computing resources, whether affiliated with the university or not, and to all uses of those resources, whether on campus or from remote locations. Additional policies may govern specific computers, computer systems or networks provided or operated by specific units of the university. Consult the operators or managers of the specific computer, computer system, or network that you are interested in for further information.

Rights and & Responsibilities

The rights of academic freedom and freedom of expression apply to the use of university computing resources. So too, however, do the responsibilities and limitations associated with those rights. The university supports a campus and computing environment open to the free expression of ideas, including unpopular points of view. However, the use of university computing resources, like the use of other university-provided resources and activities, is subject to the requirements of legal and ethical behavior. Thus, legitimate use of a computer, computer system or network does not extend to whatever is technically possible.

General Rules

Users of university computing resources must comply with federal and state laws, university rules and policies, and the terms of applicable contracts including software licenses while using university computing resources. Examples of applicable laws, rules and policies include the laws of libel, privacy, copyright, trademark, obscenity and child pornography; the Florida Computer Crimes Act, the Electronic Communications Privacy Act and the Computer Fraud and Abuse Act, which prohibit "hacking," "cracking" and similar activities; the university's Student Code of Conduct; the university's Sexual Harassment Policy. Users who engage in electronic communications with persons in other states or countries or on other systems or networks may also be subject to the laws of those jurisdictions and the rules and policies of those other systems and networks. Users with questions as to how the various laws, rules and resolutions may apply to a particular use of university computing resources should contact the Office of the General Counsel for more information.

Enforcement

Users who violate this policy may be denied access to university computing resources and may be subject to other penalties and disciplinary action, both within and outside the university. Violations may be handled through the university disciplinary procedures applicable to the relevant user. For example, alleged violations by students will normally be investigated, and any penalties or other discipline will normally be imposed by the Office of Student Judicial Affairs. However, the university may temporarily suspend, block or restrict access to an account, independent of such procedures, when it reasonably appears necessary to do so in order to protect the integrity, security, or functionality of university or other computing resources or to protect the university from liability. The university may also refer suspected violations of applicable law to appropriate law enforcement agencies.

E-Mail

For purposes of this document, e-mail includes point-to-point messages, postings to newsgroups and list serves and any electronic messaging involving computers and computer networks. Organizational e-mail accounts, including those used by student organizations, are held to the same standards as those for individual use by members of the University of Florida community. E-mail is also generally subject to the Florida Public Records Law to the same extent as it would be on paper.

Examples of Inappropriate Uses of E-mail

While not an exhaustive list, the following uses of e-mail by individuals or organizations are considered inappropriate and unacceptable at the University of Florida. In general, e-mail shall not be used for the initiation or retransmission of:

- **Chain mail that misuses or disrupts resources** - E-mail sent repeatedly from user to user, with requests to send to others;
- **Harassing or hate-mail** - Any threatening or abusive e-mail sent to individuals or organizations that violates university rules and regulations or the Code of Student Conduct;
- **Virus hoaxes**;
- **Spamming or e-mail bombing attacks** - Intentional e-mail transmissions that disrupt normal e-mail service;
- **Junk mail** - Unsolicited e-mail that is not related to university business and is sent without a reasonable expectation that the recipient would welcome receiving it; and

- **False identification** - Any actions that defraud another or misrepresent or fail to accurately identify the sender.

Web Pages

Official university pages (including colleges, departments, bureaus, centers, institutes, etc.) represent the university and are intended for the official business functions of the university. Each official homepage must use an address that ends in "ufl.edu" and be registered with the university's web administrator who will then include it as a link from the UF Web Sites page. The following information must be readily accessible on the main page:

- the name of the unit or group represented by the page;
- a means of contacting the person(s) responsible for maintaining the page content;
- the date of last revision;
- the university wordmark; and
- an active link to the UF homepage.

For more information on including the university's wordmark on a web page, please refer to UF's Graphical Standards Policy. To assist users in finding a wordmark suitable for a particular web site, the Office of University Relations and the UF Communications Network have put together a page of official web graphics.

Employee pages represent the individual in his or her primary role as a UF employee. Incidental personal information on employee pages is deemed acceptable so long as it does not interfere with the function or desired presentation of the unit, cause disruption of normal service, incur significant cost to the university or result in excessive use of resources. Faculty and staff who wish to publish substantial personal information not related to their University functions should use an Internet service provider rather than using university web resources.

Personal pages represent an individual as a private person and are permitted for students only.

Organizational and other pages. Organizational pages represent recognized organizations, clubs, associations, sororities, fraternities, workgroups and committees affiliated with the university.

Commercial Pages

Using UF web pages for personal gain is forbidden. Any private commercial use of UF web pages must be pre-approved pursuant to existing university policies and procedures regarding outside employment activities. The university may require pages involving commercial use to reside on a specific domain such as ufl.org or ufl.com. For advertising, web page authors should be familiar with the university's policies regarding Advertising and Donor Recognition on WWW.

External Links

UF accepts no responsibility for the content of pages or graphics that are linked from UF pages. However, web page authors should consider that such links, even when clearly labeled, can be misinterpreted as being associated with the University. Links to pages where you have a personal monetary interest are likely to violate policies regarding advertising and commercial use and should be avoided.

Chemical Impairment Policy for Pharmacy Students
College of Pharmacy, University of Florida

Because pharmacists are trusted as the legal custodians of drugs, it is imperative that pharmacy students honor this special trust and do not abuse or illegally deal drugs.

The University Of Florida College Of Pharmacy is committed to instilling in its students, as part of their sense of professionalism, an understanding of an adherence to all laws pertaining to controlled substances. The College is

also supportive of the efforts of chemically dependent students to become free of their dependency. In order to facilitate the recovery process the procedure for dealing with chemically dependent individuals involves active intervention and recovery contracts dictating treatment strategies and rehabilitation programs.

The Impaired Pharmacy Student Policy of the University Of Florida College Of Pharmacy is designed to identify and treat students suffering from chemical dependency, including alcohol, in a compassionate manner. It is the goal of this program to promote the safety and interests of patients, students, and faculty.

The College of Pharmacy adheres to the University of Florida Policy on Drug Use as stated below:

> The possession and use of controlled drugs by members of the University of Florida Community must at all times be in accordance with the provisions of Florida law, the rules of the Board of Trustees of the State of Florida, and the rules of the University of Florida, which include the Student Conduct Code. Under Florida law, no person may possess substances regulated under the provisions of Chapter 893, Fla. Stat. (controlled substances and "designer drugs") unless dispensed and used pursuant to prescription or otherwise authorized by law. Possession, sale, and delivery of such substances are prohibited unless authorized by law.

> Under the Student Conduct Code, students at the University of Florida who possess, use, or deliver controlled substances and "designer drugs" not dispensed and used pursuant to prescription are subject to disciplinary action, up to and including expulsion from the University. Disciplinary action against a student under University rules does not preclude the possibility of criminal charges against that individual. Reversely, the filing of criminal charges does not preclude action by the University.

The University Of Florida College Of Pharmacy accepts the following statements regarding chemical impairment. The University of Florida College of Pharmacy:

- recognizes that chemical dependency (including alcoholism) is a disease that affects all of society.
- advocates referral of chemically impaired students to recovery programs in the state for appropriate evaluation and referral for treatment.
- accepts the need for cooperation with the State Board of Pharmacy wherever public safety may be endangered by impaired students.
- accepts responsibility for providing professional education concerning chemical dependency in entry level programs at the College.
- encourages research in chemical dependency in pharmacy.
- encourages College participation in public education and prevention programs concerning chemical dependency.
- accepts responsibility for the development and promotion of student wellness programs as a component of the student orientation process or entry level curriculum.

Goals

The goals of the Chemical Impairment Policy are:
1. To identify students who consistently exhibit unusual or inappropriate behavior that could be attributable to drug or alcohol misuse.
2. To offer assistance, for chemically impaired or co-dependent students as appropriate.
3. To provide assistance in a way that protects the rights of the impaired student to receive treatment in confidence.
4. To afford recovering students who are not legally restricted and are no longer chemically-impaired the opportunity to continue their pharmacy education.
5. To monitor the student's progress after rehabilitation to identify relapses.
6. To protect society from harm that impaired students may cause.
7. To provide educational leadership in the development of curriculum content on the issues of drug abuse and promotion of healthy lifestyles.

Reporting

A College of Pharmacy Committee on Impaired Pharmacy Students (CIPS) composed of three pharmacy students, three faculty members, and one practicing pharmacist will screen reports of chemically-impaired students. The members of this Committee shall be appointed by the Dean of the College of Pharmacy. The Committee will attempt to insure that confidentially is maintained for both the reporting source and the suspected chemically-impaired individual to the extent permitted by law and University of Florida and Board of Trustees rules, policies, and procedures.

Chemically-impaired students are encouraged to self-report problems with drug misuse to members of (CIPS). Faculty, staff, students, spouses, and significant others are encouraged to report suspected impaired students to the CIPS. All cases reported to the Committee on Impaired Pharmacy Students will be reviewed in confidence. The individual will receive an assigned code number for the initial review. A member or members will be responsible for discussing the circumstances of the case with the individual student to obtain further information for the Committee's review.

The Committee will refer cases it believes need further investigation to the Professional Resources Network (PRN) Program for evaluation and possible treatment. The Senior Associate Dean for Professional Affairs will be responsible for attending to the administrative details of this procedure (e.g., notification to the student personally and in writing of the referral, correspondence with the Director of PRN, communication with the Registrar about medical leave of absence, signing of the contract for evaluation by the PRN, etc.).

Once the student is referred for treatment he or she must sign a contract with the College of Pharmacy regarding details of participation in the recovery program and criteria for readmission to the College of Pharmacy.

A file separate from the student file in the Office for Student Affairs will be kept on the chemically-impaired student.

The Board of Pharmacy will be informed by the Director of the PRN of the name of a student placed in the treatment program. The internship license will be suspended until such time as the student successfully completes the program and is permitted to resume studies at the College of Pharmacy. The College of Pharmacy will contact the Board of Pharmacy and inform them the student has been suspended.

Intervention

Reports of suspected cases of substance abuse will be screened by a College of Pharmacy CIPS. The assigned code numbers will be used to insure anonymity.

If the Committee believes that the case warrants an investigation by the PRN, the student will be asked to voluntarily attend an evaluation session with officials of the PRN.

If a suspected student does not voluntarily attend an evaluation session, then the Committee will refer the case to Student Judicial Affairs for possible disciplinary proceedings which could result in a sanction requiring evaluation by the PRN. This does not preclude other sanctions by Student Judicial Affairs such as probation, suspension, and expulsion. Violations of the University of Florida Code of Conduct may result in immediate suspension. If in the determination of the Director of Student Judicial Affairs, the student poses a significant danger of imminent and serious physical harm to himself/herself or to others at the University; or immediate suspension is necessary to protect the health safety, or welfare, of the student or others at the University, the Director of Student Judicial Affairs, with approval of the Vice President for Student Affairs may suspend the student pending a hearing before the appropriate hearing body.

In addition, a student believed to be chemically impaired will not be allowed to participate in Introductory or Advanced Pharmacy Practice Experiences until the status of the student has been determined by PRN.

An intervention program for treatment will be carried out after initial reports of suspected impairment are confirmed.

Urine and/or blood samples may be required at the discretion of the physician in the above program.

Treatment

Intervention will be supervised and monitored through the PRN. However, another program approved by the College of Pharmacy may be used by the impaired pharmacy student for treatment and rehabilitation.

The expense for this program will be the responsibility of the impaired student.

The impaired student will be granted a medical leave of absence from the College of Pharmacy for the purpose of completing Phase I (Evaluation) and Phase II (Rehabilitation) of the PRN.

The impaired pharmacy student must sign a contract describing the treatment plan, the responsibility of the student, and consequences of successful and unsuccessful completion of the program. A copy of the Contract will be sent to the Senior Associate Dean for Professional Affairs for the College of Pharmacy and kept in the separate file for the student. Such a contract should include the following:

- length of the treatment program (inpatient and outpatient)
- length and type of aftercare program
- mandatory participation in an appropriate support group
- periodic reports from aftercare therapist, employers and support group network
- mandatory announced and unannounced urine and/or blood analyses
- conditions under which the student may return to the College of Pharmacy
- assurance of confidentiality
- notification of clinical preceptors in clerkships regarding the status of the student in the rehabilitation program.

The pharmacy student must have a letter of certification from the Director of the PRN attesting to a successful rehabilitation and a readiness to resume studies for a degree in pharmacy before he or she will be allowed to resume studies at the College of Pharmacy. If the letter of certification is not provided within 12 months, the student shall be deemed no longer in the College of Pharmacy. In addition, the Academic and Professional Standards Committee must review the status of the student prior to granting permission for resumption of pharmacy studies.

The pharmacy student must have a letter of certification of rehabilitation before entering any of the introductory or advanced pharmacy practice experience courses.

A follow-up program through the PRN will be initiated once a formerly impaired student is readmitted to the College of Pharmacy. The student will adhere to all prescribed outpatient treatment programs inclusive of psychiatric evaluation and counseling that may be a requirement in the rehabilitation contract. A report from an appropriate medical authority (e.g., psychiatrist, physician, clinical psychologist) on the student's progress will be sent to the Senior Associate Dean for Professional Affairs after each semester is completed or at any time at the discretion of the Senior Associate Dean for Professional Affairs. Random samples of urine and/or blood may be requested at the discretion of the supervising physician.

The student in a rehabilitation program is encouraged to inform pharmacists who serve as employers or preceptors in experiential training about his/her impairment prior to beginning employment or educational activities.

The College of Pharmacy's Office for Student Affairs will notify clinical preceptors for clerkships regarding the status as a participant in the rehabilitation program.

If an impaired student is charged with noncompliance with the rehabilitation contract with the College of Pharmacy, he or she will be given a hearing before the Academic and Professional Standards Committee. This Committee will make a recommendation to the Dean regarding the status of the student in the College of Pharmacy. The student may be dismissed from the College of Pharmacy by the Dean for failure to adhere to the rehabilitation contract.

Records pertaining specifically to the impairment situation of a student who has successfully completed contractual terms will be maintained pursuant to University records retention policies.

Related Issues

Participation in a recovery program does not make the chemically-impaired pharmacy student immune to legal proceedings for criminal acts involving drug misuse, or illegal use.

The academic standing of a chemically-impaired pharmacy student will not change while the student is on a leave of absence for therapy. If the student is academically ineligible to continue in the pharmacy curriculum, participation in the rehabilitation program will not preclude administrative action for dismissal from the College of Pharmacy for academic reasons.

Likewise, participation in the rehabilitation program will not preclude disciplinary action on other grounds (e.g., misconduct, illegal drug use) by Student Judicial Affairs for the University of Florida.

Impaired pharmacy students undergoing a rehabilitation program will not be allowed to participate in experiential components of the educational program until permission is granted by the College of Pharmacy through the Academic and Professional Standards Committee after review of assurances from officials associated with the Office of Student Judicial Affairs if applicable, physician, counselors, and PRN, that the student is ready to resume this part of the pharmacy curriculum.

Cardiopulmonary Resuscitation (CPR)

All pharmacy students must be certified in adult and child CPR upon enrollment in the College of Pharmacy. This may be accomplished through a certification program by the American Red Cross or a first aid course preceding enrollment. CPR certification must be maintained while a student is in the College of Pharmacy

Confidentiality of Student Records

The University of Florida assures the confidentiality of student educational records in accordance with State University System rules, state statutes, and the Family Educational Rights and Privacy Act of 1974, known as FERPA or the Buckley Amendment.

Directory information is that information which can be released to the public on any student. It is limited to: name, gender, class, college, and major; dates of attendance; degree(s) earned; honors and awards received; local and permanent addresses; telephone number; participation in officially recognized activities and sports; and the weight and height of members of athletics teams.

Currently enrolled students who wish to withhold information in these categories should complete a "Restriction of Directory Information" form available through the Office of the University Registrar.

Students have the right to review their educational records for information and to determine accuracy. A photo I.D. or other equivalent documentation or personal recognition by the custodian of record will be required before access is granted. Parents of dependent students, as defined by the Internal Revenue Service, have the same rights upon presentation of proof of the student's dependent status.

IMMUNIZATION POLICY

Please see immunization instructions and requirements through this link on the website.
The immunization form can be accessed here.

HEALTH INSURANCE

Pharmacy students are required to provide proof health insurance coverage before beginning clinical experiences in Gainesville. The cost for this insurance is assumed by the student.

TEACHER AND COURSE EVALUATIONS

Introduction

The goal for conducting teacher/course evaluations is to obtain information that can be used to improve the content of a course, strengthen the teaching ability of faculty members, enhance management of courses, and provide a method for faculty peers and Departmental Chairs to assess teaching effectiveness by faculty members.

Student evaluations of faculty as teachers and coordinators of courses are valued by individual faculty, Department Chairs, administrators, and the Tenure and Promotion Committee. Data from these evaluations must be reliably obtained to insure a representative sample of completed forms. Furthermore, students must have an understanding of the importance of these data and how it is used to evaluate faculty and courses. With proper understanding and motivation, the evaluations completed by students will have a higher probability of depicting valid information about our faculty's efforts as teachers.

These data are viewed as a very important aspect regarding decisions about faculty development activities, teaching awards, salary enhancement, academic promotion, and granting tenure. Therefore, the acquisition of these data must be performed in a very serious and consistent manner to insure reliability and validity.

Students must evaluate a faculty member's teaching abilities and capabilities as a course manager without fear of recrimination. Anonymity of responses to faculty must be insured.

Evaluations of selected teachers and courses will be done by a computer on-line method as established by policies and procedures in the College of Pharmacy.

The current UF policy on student evaluations is located at
https://evaluations.ufl.edu/info/Policies.ashx#BE_Access_to_Written_Comments_from_Students_3

State University System Policies

The Board of Regents has established the following policies for student assessment of instruction (SUSSAI).

- All courses taught by a faculty member during the academic year, including those taught by adjuncts and graduate assistants, are to be assessed using the items on the SUSSAI forms.

- There is no blanket exclusion for graduate courses.

- The following courses may be excluded:

    a-Courses such as independent study, internships, practica, thesis and dissertation supervision.
    b-Courses where the number enrolled is less than or equal to 10.

- If a course is taught by more than one instructor, each instructor must be evaluated separately.

- The evaluation is to be administered during the final three weeks of scheduled instruction. (Note: A reasonable exception to this policy would be for team taught courses in which faculty could be evaluated after they complete a substantial block of teaching within the course. This would allow better feedback from students due to the closer timing to the teacher's performance and abilities.)

- Students must complete the instructor evaluation using the computer on-line forms by the appropriate deadline.

- Completed evaluations for a college must be completed by the date assigned at the beginning of each semester.

- Questions 1-7 and 10 will be analyzed and copies placed on the University web site for public view.

- The results of the entire evaluation will be reported to the academic deans, department chairs, and the faculty member.

<u>Policies and Procedures in the College of Pharmacy</u>

1. Faculty are required to be evaluated by students each semester in which they teach. Students will complete forms approved by the University of Florida to evaluate teaching effectiveness of faculty.

2. Departments may conduct more frequent course evaluations utilizing forms approved by the department faculty.

3. Each course master will be responsible for setting the dates for evaluations. These dates should be listed in the course syllabi for that department. Department Chairs should make sure that each faculty member has complied with setting evaluation dates in the course syllabus.

4. The faculty member who is being evaluated should not speak to the class prior to the evaluation in an attempt to influence the students' opinion.

5. The faculty member being evaluated will not see the results of the students' evaluations until final grades have been reported to the Registrar's Office.

6. Students are encouraged to make constructive criticism/remarks on the comment section. Students should not make any profane or disrespectful remarks about faculty members. Professional behavior in providing feedback to faculty is the normative expectation and standard in the College of Pharmacy.

7. A faculty member may be evaluated without his/her permission upon approval by the Department Chair.

8. Students' evaluations of faculty and courses will be sent to the UF Office for Academic Affairs for statistical summaries.

CAREER DEVELOPMENT

Pharmacy Residency Training Program

Pharmacy residencies are post-graduate training programs designed to give the pharmacist intensive experience in pharmacy practice. A variety of types of residencies exist including general hospital, general clinical, specialty clinical, ambulatory care, and community pharmacy. While most residency programs are hospital-based and accredited by ASHP, the American College of Apothecaries and APhA have recently developed community-based programs. It is important to emphasize that residencies are practice oriented while fellowships are research oriented.

A pharmacy residency should be considered by any student interested in clinical pharmacy practice. In most instances, a general clinical residency is most appropriate for a student just graduating from the college. Specialty residencies are most appropriate for those with previous residencies or other clinical experience. ASHP-accredited specialty residency programs are available in the areas of administration, adult internal medicine, ambulatory care, clinical pharmacokinetics, drug information, geriatrics, nutritional support, oncology, pediatrics, and psychopharmacy.

Most ASHP-accredited residencies participate in a nationwide matching program. The deadline for applying to the matching program can be obtained by contacting the Director of Experiential Programs. Residency rankings must be submitted to ASHP by February. Students, especially third and fourth year students, interested in residency programs are strongly encouraged to attend the Residency showcase program at the ASHP Clinical Midyear Meeting.

UNIVERSITY POLICIES

Disability

All support services provided to and for University of Florida students are individualized to meet the needs of students with disabilities. To obtain individual support services, each student must meet with one of the support service coordinators at the Disability Resource Center and collaboratively develop appropriate support strategies. Appropriate documentation regarding the student's disability is necessary to obtain any reasonable accommodation or support service. The web site for further information is www.dso.ufl.edu.

Harassment

It is the policy of The University of Florida to provide an educational and working environment for its students, faculty and staff that is free from sex discrimination and sexual harassment. In accordance with federal and state law, the University prohibits discrimination on the basis of sex, including sexual harassment. Sex discrimination and sexual harassment will not be tolerated, and individuals who engage in such conduct will be subject to disciplinary action. The University encourages students, faculty, staff and visitors to promptly report sex discrimination and sexual harassment. The web site for more information is www.hr.url.edu/eeo/sexharrassment.htm.

Scope

This policy applies to visitors, applicants for admission to or employment with the University, and students and employees of the University who allege sex discrimination, including sexual harassment, by University employees, students, visitors or contractors.

Definition

Sexual Harassment is a form of sex discrimination that can occur when:
- The submission to unwelcome physical conduct of a sexual nature, or to unwelcome requests for sexual favors or other verbal conduct of a sexual nature, is made an implicit or explicit term or condition of employment or education; or

- **The submission or rejection to unwelcome physical conduct of a sexual nature, or to unwelcome requests for sexual favors or other verbal conduct of a sexual nature, is used as a basis for academic or employment decisions or evaluations; or**
- **Unwelcome physical acts of a sexual nature, or unwelcome requests for sexual favors or other verbal conduct of a sexual nature, have the effect of creating an objectively hostile environment that interferes with employment or education on account of sex.**

Reporting

Sexual harassment may take the form of unwelcome verbal or physical actions which create a hostile, demeaning, offensive, or intimidating behavior of a sexual nature. **A person who believes that he or she has been subjected to sex discrimination or sexual harassment should report the incident to any University official, administrator or supervisor. The Office of Human Resource Services investigates all complaints. Incidents should be reported as soon as possible after the time of their occurrence.** Reports of sexual harassment can be reported to the Dean's Office. A report is filed with the Student Judicial Affairs if misconduct seems to have occurred. Students who have experienced sexual harassment or who have friends who have been harassed may find it helpful to discuss the situation with someone. Confidential counseling services are available at the University Counseling Center in 301 Peabody Hall and at Student Mental Health Service and the Sexual Assault Recovery Service in the Student Health Care Center. Staff in the Office for Student Services, 202 Peabody Hall, has been designated to assist students who have complaints or questions about sexually offensive behavior by faculty, staff, and students.

Hazing

It is a violation of Florida state law, Board of Trustees policy and University of Florida policy for students to engage in any activity that may be described as hazing. Hazing is a broad term encompassing any action or activity that does not contribute to the positive development of a person; or that inflicts or intends to cause mental or physical harm or anxieties; or that may demean, degrade or disgrace any person regardless of location, intent or consent of participants. In addition, hazing can be defined as any action or situation which intentionally or unintentionally endangers the physical or mental health of a student for the purpose of initiation or full admission, or affiliation with any organization operating under the sanction of the University of Florida. The University believes that any activity that promotes a class system within organizations is inappropriate. Subservience in any form is unacceptable. Subsequently, activities which facilitate inappropriate levels of authority over students may be deemed as hazing and will not be allowed.

Any student organization found to have violated this policy may face loss of recognition as a student organization. Further, any student found to be involved in any hazing activity will face disciplinary action, and is subject to a maximum sanction of expulsion or suspension from the University. Students, as well as their respective organizations, are also subject to civil and criminal action as it relates to the state law prohibiting hazing. For more information, contact the Office for Student Services or refer to Florida Statute 240.252. For further information please access http://regulations/ufl.edu/chatper4/40161/pdf.

Official Policy Regarding the use of Social Networking Sites

The administration of the College of Pharmacy recognizes that social networking websites and applications including, but not limited to, Facebook, MySpace, Twitter are an important and timely means of communication. However, students who use these websites and applications must be aware of the critical importance of privatizing these websites and applications so that only trustworthy "friends" have access to the sites. They must also be aware that posting certain information is illegal. Violation of existing statues and administrative regulations may expose the offender to criminal and civil liability, and

punishment for violations may include fines and imprisonment. Offenders also may be subject to adverse academic actions that range from a letter of reprimand to probation to dismissal from the University.

The following actions are strictly forbidden:
- You may not report the personal health information of other individuals, be they friends, relatives, or actual patients. Removal of an individual's name does not constitute proper de-identification of protected health information. Furthermore, inclusion of data such as age, gender, race, or date of evaluation may still allow the reader to recognize the identity of a specific individual.
- You may not report private (protected) academic information of another student or trainee. Such information might include, but is not limited to: course grades, narratives evaluations, examination scores, or adverse academic actions.
- In posting information on social networking sites, you may not present yourself as an official representative or spokesperson for the University of Florida College of Pharmacy.
- You may not represent yourself as another person.
- You may not utilize websites and/or applications in a manner that interferes with your work commitments.

In addition to the absolute prohibitions outlined above, the following actions are strongly encouraged:
- Use of privacy settings to limit the unknown or unwanted access to your profile or application.
- If you choose to list an email address on a social networking site, use a personal email address (not your ufl.edu address) as your primary means of identification.

In addition to the absolute prohibitions outlined above, the following actions are strongly discouraged as these are considered unprofessional and reflect poorly on the individual, the pharmacy profession, the College of Pharmacy and the University of Florida.
- Display of vulgar language
- Display of language or photographs that imply disrespect for any individual or group because of age, race, gender, ethnicity, or sexual orientation.
- Presentations of photographs that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual promiscuity.

When using these social networking sites, students are strongly encouraged to present themselves in a mature, responsible, and professional manner. Discourse should always be civil and respectful. Please be aware that no privatization measure is perfect and that undesignated persons may still gain access to your networking site. A site such as YouTube, of course, is completely open to the public. Moreover, once an item is posted on a network site, it may not be easily removed. Future employers (residency or fellowship program directors, representatives of pharmacy employers) may review these network sites when considering potential candidates for employment. You certainly want these individuals to have positive opinion of you.

Policy on the use of Alcoholic Beverages

The College of Pharmacy adheres to the University's Policy on the Use of Alcoholic Beverages by students and organizations. The policy can be found in the University of Florida Student Guide. A summary of this policy follows.

The sale, service, and consumption of alcoholic beverages on the University of Florida campus must be within the guidelines established by federal and state law and municipal and county ordinance. The sale, service, or consumption of alcoholic beverages is not allowed in classrooms, laboratories, offices, and outdoor areas of the campus.

Alcoholic beverages may not be served or consumed at social events held in conjunction with fraternity "rush" or any organized drive to recruit students on campus. Social events held by student groups that are open to the public and in which alcoholic beverages are sold and consumed are permitted only after permission is obtained from the Office for Student Services (student organizations, fraternities, and sororities) or the Director of Housing (residence halls, student groups) and only under applicable University rules.

Any student, student group, or employee of the University who is found to be in violation of the law or the University alcohol policy shall be subject to disciplinary action by the University.

Any group that holds a function at a location where consumption of alcoholic beverages is permitted shall abide by the following principles when conducting the function.

a.   The group holding the event must establish precautionary measures to ensure that alcoholic beverages are not served to persons under the legal drinking age, to persons who appear intoxicated, or to persons known to be addicted to intoxicants.

b.   At the function, a person (or persons) over the legal drinking age must be designated as the server(s). All alcoholic beverages to be served must be placed in such a manner and location so that access to them can be had only through the designated server(s).

c.   The only alcoholic beverages that may be possessed or consumed at the function are those alcoholic beverages served at the function, and the alcoholic beverages must be consumed within the designated area in which the function is being held.

d.   Non-alcoholic beverages must be available at the same place as the alcoholic beverages and featured as prominently as the alcoholic beverages.

e.   No social event shall include any form of drinking contest or any other activities which encourage the rapid and/or excessive consumption of alcohol at the event.

f.   Alcoholic beverages may not be served or consumed at any social event held in conjunction with fraternity rush or other organized drive to recruit students on campus.

g.   If the function is sponsored by a student group (or groups), the group(s) and event must be registered with the Office for Student Services (student organizations/fraternities/sororities) or the Housing Office (residence hall student groups) prior to the event.

h.   All announcements or advertisements including but not limited to flyers, banners, t-shirts, and newspaper and radio announcements concerning the function must note the availability of non-alcoholic beverages as prominently as the availability of alcoholic beverages and that proper identification must be presented in order to be served or sold alcoholic beverages. Promotional materials must not make reference to the amount of alcoholic beverages available at the event nor to any form of drinking contest.

i.   A uniformed member of the University Police Department, or a substitute approved by the Chief of the University Police Department, must be present at all times during the function and be paid by the sponsoring group.

j.   Advertising which promotes campus events must not portray drinking as a solution to personal or academic problems of students nor as necessary to social, sexual, or academic success.

k.   Promotion of alcoholic beverage brands at sponsored events must not encourage any form of alcohol abuse nor should it place emphasis on quality and frequency of use.

l.   Alcoholic beverages, including kegs or cases of beer, shall not be provided as awards to individual students or campus organizations.

m.   A student adjudicated guilty of a violation of the Alcoholic Beverage Policy of the University shall be guilty of a violation of the Student Conduct Code and subject to sanctions which may include one or more of the following penalties as provided for in rule (C1-4.16(2)) of the Florida Administrative Code: reprimand, conduct probation, suspension or expulsion. Sanctions shall be commensurate with the offense and any aggravating and mitigating circumstances.

Affirmative Action/Equal Opportunity

The University of Florida and the College of Pharmacy are committed to equal opportunity for all students in all matters related to admissions, housing, public and health accommodations, and other programs and activities across the campus. Furthermore, eligibility for student jobs, clubs, and sports activities (with the exception of recognized fraternities and sororities and certain athletic teams) should be available to qualified individuals regardless of race, ethnicity, religion, national origin, gender, age, or disability.

HIV/AIDS Policy

The College of Pharmacy adheres to the State University System (SUS) Policy on AIDS (Acquired Immune Deficiency Syndrome). The following section adapts the statements in the SUS Policy on AIDS to situations and circumstances pertaining to the College of Pharmacy. A copy of the complete SUS Policy on AIDS is available in the Office for Student Affairs or in the University of Florida Student Guide.

It is the policy of the College of Pharmacy to balance the rights of individuals with AIDS with regards to education and employment with the rights of students and University employees to an environment in which they are protected from contracting the disease.

The College of Pharmacy will be flexible in its response to incidents of the disease on campus, evaluating each occurrence in light of its general policy and the latest information available. The University of Florida has established a committee which is responsible for acting upon and administering the SUS Policy on AIDS in specific cases. The College of Pharmacy will consult with the committee to consider individual occurrences of the disease and recommend appropriate action.

The University of Florida Committee on AIDS has designated an AIDS counselor on a request basis to answer questions and provide counseling with regard to the disease. Contact with the AIDS counselor is confidential. The location of the AIDS counselor and hours the available for counseling are included in the AIDS Policy.

Education

The University Committee on AIDS coordinates educational efforts to inform students and employees about the transmissibility of the disease and precautions that may be taken to prevent the spread of the disease. The College of Pharmacy will include information on AIDS in its Orientation program and within the curriculum.

General Guidelines

There is no evidence to indicate that Human Immunodeficiency Virus or Acquired Immune Deficiency Syndrome can be spread by casual contact. The evidence demonstrates that HIV requires direct passage through body fluids to cause infection. The greatest risk, therefore, lies in the use of contaminated syringes or exposure via intimate contact with an infected partner.

AIDS is included in the definition of a disabled person for purposes of state laws prohibiting discrimination in employment on the basis of disability, and the federal Rehabilitation Act of 1973 which prohibits discrimination against qualified individuals by employers and by those who provide services with the assistance of federal funding. Under federal law the College of Pharmacy is required to make reasonable accommodations for individuals with HIV/AIDS.

Under these regulations the College of Pharmacy may not deny admission to a person with HIV/AIDS because the individual has HIV/AIDS. Furthermore, the College of Pharmacy may not ask students applying for admission whether they are HIV positive or have AIDS, or require a serologic test for infection with HIV. If students with AIDS require special accommodations due to their illness, the College of Pharmacy may inquire about the disease after the student has been admitted. Records gathered by the College of Pharmacy about a student's medical condition are strictly confidential.

Students with AIDS must be offered the same opportunities and benefits offered all students. This requirement includes access to educational programs, counseling, health insurance, housing, employment opportunities, transportation, health care, and financial assistance.

Under the Rehabilitation Act of 1973 the College of Pharmacy is required to reasonably accommodate the special needs of students and employees with AIDS unless the College of Pharmacy can show that accommodation causes undue hardship. Generally, the accommodation does not produce an undue hardship unless funds must be expended to accommodate the individual.

Action Guidelines for Students

For the purpose of these guidelines, an infected individual means:

    a. an individual who is diagnosed as having AIDS
    b. an individual who is diagnosed as having AIDS Related Complex (ARC); or
    c. an individual who is determined to be HIV positive but has not yet developed the symptoms of AIDS or ARC.

Admission will not be denied to a qualified student solely on the grounds that the student has an infectious disease.

No student will be required to cease attending the College of Pharmacy solely on the basis of a diagnosis of infection. Such decisions will be made only after reasonable accommodations have been made and an examination of the facts demonstrates that the student can no longer perform as required, or that the student presents a health risk to themselves or the College of Pharmacy or community. Infection of the central nervous system by the AIDS virus may lead to progressive neurological and cognitive dysfunction and consequent inability of the student to maintain his scholastic performance. Decisions regarding remedial or disciplinary action in such cases will take these facts into consideration.

Infectious Disease Prevention Recommendations

The risk of contracting Hepatitis B is greater than the risk of contracting HIV. Therefore, recommendations for the control of Hepatitis B infection will effectively prevent the spread of HIV via blood or blood contaminated items.

1. Sharp items (needles, scalpels, blades, and other sharp instruments) should be considered potentially infective and be handled with extreme care to prevent accidental injuries.

2. Disposable syringes and needles and other sharp items should be placed in puncture resistant containers located as close as practical to the area in which they were used. To prevent needle stick injuries, needles should not be recapped, purposely bent, broken, removed from disposable syringes, or otherwise manipulated by hand.

3. When the possibility of exposure to blood or other body fluids exists, students should wear gloves to handle these soiled items. Gowns, masks, and eye covers may also be required per instructions of the infectious disease control committee. Hands should be washed thoroughly and immediately if they accidentally become contaminated with blood.

4. In place of emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be used.

5. Pregnant students are not known to be at greater risk of contracting HIV than students who are not pregnant. However, because the infant has an increased risk of infection through prenatal or perinatal transmission, pregnant students should be especially familiar with precautions for preventing the transmission or acquisition of HIV.

6. Students engaged in health care who are HIV positive or have AIDS and are not involved in invasive procedures need not be restricted from work unless they have some other illness for which any health care worker would be restricted.

7. For students engaged in health care who are HIV positive or have AIDS, there is an increased danger from infection due to diseases they may come in contact with in a class or in the work place. Students with AIDS who have defective immunity are at risk of acquiring or experiencing serious complications of such diseases. Of particular concern is the risk of severe infection following exposure to patients with infectious diseases that are easily transmitted if appropriate precautions are not taken (e.g., tuberculosis or varicella). Students with HIV/AIDS will be counseled about potential risk associated with exposure to or taking care of patients with transmissible infections and will be advised to continue to follow existing recommendations for infection control to minimize their risk of exposure to other infectious agents.

8. The physician of a student with HIV/AIDS and/or the University's Student Health Physician, the Associate Dean for Professional Affairs for the College of Pharmacy, and the University Committee on AIDS will determine on an individual basis whether a student with AIDS or ARC can adequately and safely perform patient care duties and suggest changes in work assignment if indicated.

9. Students with AIDS who are infected neurologically who cannot control bodily secretions or who have open lesions will not be permitted to participate in health services. The determination of whether an AIDS infected student should be excluded from providing health care shall be made on a case-by-case basis by a team composed of the student's physician, the Associate Dean for Student Affairs of the College of Pharmacy, and the University Committee on AIDS.

Religious Holidays

The Board of Trustees policy statement governs University policy regarding observance of religious holidays:

- Students shall, upon notifying their instructor, be excused from class to observe a religious holy day of their faith.
- While students will be held responsible for material covered in their absence, each student shall be permitted a reasonable amount of time.
- No significant test, class event, or University activity shall be scheduled on a major religious holiday.
- Professors and University administration shall in no way penalize students who are absent from academic or social activities because of religious observance.

The University of Florida urges faculty and administrators not to schedule exams or major events on evenings or days observed as holy days by a significant number of students. Students who ask to be excused from class for religious reasons will not be required to provide second-party certification. A student who believes that he/she has been unreasonably denied an education benefit due to religious beliefs or practices may seek redress through the student grievance procedure.

The Value of Diversity

The College of Pharmacy, along with the University of Florida, strives to develop a climate and environment where the value of diversity among students, faculty, and staff is accepted, encouraged, and embraced. Diversity encompasses differences in age, ethnicity, gender, national origin, physical or mental ability, race, religion, sexual orientation, socioeconomic background, or unique individual style. The individual characteristics, talents, and contributions of all persons are valued and recognized.

WPPD PROGRAM SPECIFICS

WPPD Contacts

University of Florida WPPD Program Office
WPPD/DCEE College of Pharmacy
2124 NE Waldo Road, Suite 2201
Gainesville, FL 32609
Website: http://www.cop.ufl.edu/education/doctor-of-pharmacy-degree-pharmd/working-professional-pharmd-wppd/

WPPD Program Director
Sven Normann, Pharm.D., DBAT
Associate Dean, Distance, Continuing and Executive Education
Clinical Associate Professor of Pharmacy Practice
University of Florida College of Pharmacy Consultant
Email: normann@cop.ufl.edu

Director of Student and Academic Affairs
WPPD Program
Greg Zuest, PhD, ATC
Phone: 352-273-6276
Fax: 352-273-6527
Email: zuest@cop.ufl.edu

Program Assistant	**Program Assistant**
Cheryl Meyer	Jackie Lavinder
Phone: 352-273-6280	Phone: 352-273-6279
Fax: 352-273-6593	Fax: 352-273-6446
Email: cheryl@cop.ufl.edu	Email: lavinder@cop.ufl.edu

WPPD Foundations Course Coordinator
Diane E. Beck, Pharm.D.
Associate Dean for Curriculum and Assessment
Email: beck@cop.ufl.edu

WPPD Regional Director – Regional Sites and Clinical Affairs
Douglas Covey, Pharm.D., FCCP, MHA
Email: dcovey@cop.ufl.edu

WPPD Regional Director – Regional Sites
Karen Whalen, Pharm.D., BCPS, CDE
Email: whalen@cop.ufl.edu

WPPD Regional Director – Remote Sites and Special Projects
Susan Markowsky, Pharm.D.
Email: smarkowsky@cop.ufl.edu

WPPD Regional Director – Clinical Practice Assessments
Beatriz Mitrzyk, Pharm.D.
Email: bmitrzyk@cop.ufl.edu

University of Florida College of Pharmacy
Phone: 352-273-6601
Website: http://www.cop.ufl.edu/

Dean - College of Pharmacy
William H. Riffee, Ph.D.

Computing Help Desk
Phone: 352-392-HELP (4357)
Email: helpdesk@ufl.edu
Website: http://helpdesk.ufl.edu/
Hours (Phone): M-Th 7:30am-10pm, Fri 7:30am-5pm, Sat & Sun 12pm-6pm

Student Financial Affairs
Website: http://www.sfa.ufl.edu/

Health Science Center Library – Gainesville
Phone: 352-273-8414
http://www.library.health.ufl.edu/

ID Card Services (Gator 1 Card)
Phone: 352-392-8343
Email: idcard@bsd.ufl.edu

WPPD Support Center

Handles the recruitment and retention of students and assists the WPPD Program Office with administrative tasks.

WPPD Student Support Center
2145 Metrocenter Boulevard, Suite 400
Orlando, FL 32835
Phone: 1-800-431-6687

Program Manager:

Misty Thomas
Program Manager
Phone: 1-800-431-6687 ext. 5104
Email: m.thomas@distancelearning.cop.ufl.edu

Enrollment Advisors:

LaJuan Taylor
Phone: 1-800-431-6687 ext. 5063
Email: l.taylor@distancelearning.cop.ufl.edu

Kriss Cattafi
Phone: 7-800-431-6687 ext. 5148
Email: k.cattafi@distancelearning.cop.ufl.edu

Whom Do You Contact?

Exceptional instruction and support are keys to success within the WPPD program. Numerous levels of academic, technical, and administrative support and resources are available to students:

The <u>Facilitator</u> is the university faculty member who monitors and guides a particular group of students during a course. This person is a student's first line of contact. He/She should be contacted regarding:
- Remote/Regional Group Meetings
- Conference Calls
- Late or Missed Assignments
- Clinical Practice Assessments (CPAs)
- Pharmaceutical Care (PC) Paper/Project

The <u>Course Coordinator</u> is the university faculty member that coordinates the delivery of content of a particular course by interfacing with expert presenters, facilitators and program administrators. He/She should be contacted regarding:
- Course Content
- Assignments
- Grades
- Tests and Quizzes
- Any issue affecting course participation or completion

The <u>WPPD Office</u> handles all administrative tasks. Please contact the appropriate staff member regarding the following:
Dr. Greg Zuest:
- Faculty and Program Evaluation
- Facilitator/Student Relationships
- Student Records
- CE Credits

Cheryl Meyer:
- Immunization Requirements
- Affiliation Agreements
- Affiliation Agreement Student Requirements

Jackie Lavinder:
- Tuition Payments and Receipts

The <u>University Helpdesk</u> provides technical support to faculty, staff and students. This office should be contacted regarding:
- E-Learning, My UFL, ISIS
- Gatorlink Setup and Access, Webmail

The <u>Program Manager</u> provides administrative support to university faculty, staff and students. They should be contacted regarding:
- Course Registration
- General Course or Program Inquiries

The <u>Enrollment Advisors</u> are responsible for the recruiting and advising of prospective students. They should be contacted regarding:
- General Program Inquiries
- Application Instruction

Admissions

Qualified applicants to the WPPD Program possess a bachelor degree in Pharmacy equivalent to that of a US College of Pharmacy and must be licensed and practicing pharmacy within the United States, Puerto Rico or Canada. Canadian applicants must possess a degree in pharmacy from a US or Canadian school (Canadian applicants possessing a degree from a school outside of the US or Canada are not eligible.) Other international applicants are not eligible.

Applicants may start their enrollment in the Working Professional Doctor of Pharmacy program as either a degree-seeking or non-degree-seeking student:

Degree-seeking students have applied to and been officially accepted into the program by the College of Pharmacy Admissions Committee. Students in this status have all of the rights and privileges of any University of Florida student as described in the University catalog. All credits earned are applied to the completion of the degree.

Non-degree-seeking students have not been officially accepted into the program by the Admissions Committee. Students often use this status to begin their studies while finalizing the admissions process. Students with the non-degree-seeking status are not eligible for financial aid.

Non-Degree Policy and Requirements
WPPD students may be non-degree-seeking status for only one semester. During the Foundations of Pharmacy Care course, the student must complete the application process by the specified deadline and receive formal admission to the Working Professional Doctor of Pharmacy program in order to continue to the next course.

A non-degree-seeking student's performance within the Foundations of Pharmacy Care course will be considered by the Admissions Committee. Admission to The University of Florida and the WPPD Program will be based upon successful completion of the course, PHA5629, and my completed application.

Upon admission into the WPPD program, the Foundations in Pharmacy Care course credit will be applied toward the Doctor of Pharmacy degree.

The tuition fee for the Foundations of Pharmacy Care course is non-refundable.

WPPD Application Procedure

Application deadlines are strictly observed.

Application Address:
>   WPPD Support Center/University of Florida
>   2145 Metrocenter Boulevard, Suite 400
>   Orlando, FL 32835

Application Checklist

- Online Application Summary & $30 application fee
- WPPD Application
    - Statement of Educational Goals
    - Personal Profile Questions
    - Letter of Permission for Accessing Patient Records
    - 1st Letter of Recommendation – Completed, Signed and Sealed
    - 2nd Letter of Recommendation – Completed, Signed and Sealed
    - Resume or Curriculum Vitae
    - Copy of Current Pharmacy License

- o Copy of Diploma
- o Official Transcripts (Sealed)
- o Faculty/Staff Interview
- o Copy of Current BLS for Health Care Providers/Professional Rescuers Certification (American Red Cross or American Heart Association)

Additional Application Requirements for International Pharmacy Graduates

US Applicants possessing a degree from a foreign institution (outside of the continental United States* or Canada) must submit the following additional application materials in order to be considered for the WPPD Program:

- Course-by-Course Evaluation from Josef Silny & Associates, Inc

  –And-

- Internet-based TOEFL (Test of English as a Foreign Language) Scores – valid only if within 2 years

* *These additional requirements also apply to graduates of pharmacy schools in Puerto Rico.

International applicants are not eligible for the WPPD Program.

Application Receipt and Admission Status

Applicants will be emailed an acknowledgement of receipt by their Enrollment Advisor when their completed WPPD application packet is received by mail at the WPPD Support Center.

The WPPD application will first be reviewed by a WPPD Sub-committee and then forwarded to the Admissions Committee for a final decision. Written notification of an applicant's official status will arrive approximately 4-6 weeks following the application deadline.

Special Note for Canadian Students:
All Canadian students must obtain an I-20 from the University of Florida by sending required information to the WPPD. An I-20 can only be issued to accepted students; therefore, Canadian applicants must be admitted to the WPPD before beginning the program. Once the I-20 is received, the student will be assigned a SEVIS number and will be required to pay a $200 registration fee. The SEVIS fee is paid to the US Government and is paid only once, unless the I-20 is allowed to expire.

More information, including instructions on paying the SEVIS fee to the US government will be sent following acceptance to the WPPD.

Live Group Meetings

Experiential sessions (regional and/or remote group meetings) are a valuable learning experience for all students and are a mandatory part of the WPPD program. At these meetings, students take exams, give case presentations, work with peers and meet with facilitators. Attendance at all sessions is required in order to pass a course.

Students within the Foundations course attend one live group meeting during their first semester. This live group meeting takes place during the Academic Calendar's 2nd Regional Session or the Saturday portion of the Remote Weekend Session. At this meeting, Foundations students receive a brief orientation from a facilitator, observe regular meeting activities, such as case presentations and peer interactions, and meet other local students.

Regional Model Description

The Regional Model is designed for students who choose to attend three Saturday sessions during each semester at one of the program's regional sites. These Saturday activities are usually held from 8:00 a.m. to 5:00 p.m. three times during each semester. Refer to regional facilitator for exact schedule and location.

Current Regional Sites:

Atlanta, GA	Los Angeles, CA	San Antonio, TX
Buffalo, NY	Milwaukee, WI	Sharon, PA
Chicago, IL	Manhattan, NY	Springfield, MA
Dallas, TX	Orlando, FL	Staten Island, NY
Detroit, MI	Philadelphia, PA	Tampa, FL
Hollywood, FL	Portland, OR	Washington, DC
Houston, TX	Raleigh, NC	White Plains, NY
Jacksonville, FL	Richmond, IN	Winston-Salem, NC

*Site locations subject to change without notice.

Remote Model Description

The Remote Model is designed for those students who may not have convenient access to one of the regional site locations. In this model, students attend a single class session each semester over an extended weekend (Friday evening, all day Saturday and Sunday morning) instead of the three individual Saturday class sessions.

To accommodate students nationwide, the Program hosts two remote sites: Remote-West (meets in Las Vegas, NV) and the Remote-East (meets in Tampa, FL).

In addition to the extended weekend meetings, remote students are also required to participate in live weekly sessions via a teleconference and interactive virtual classroom. All individual course assignments and activities are the same as in the Regional Site Model.

Live Group (Regional/Remote) Meeting Attendance

Please refer to the Live Group Meeting Attendance policy detailed on page .