

## PHA 5907 General Practice Experiences Course 3 Credit Hours

### Course Purpose

Enables the WPPD student to refine clinical practice and patient care skills and demonstrate competency in 4 student learning outcome domains; cultivate their lifelong learning skills and demonstrate competency in performing continuing practice development (CPD); and develop and implement strategies to improve pharmacy practice by completing the clinical practice improvement (CPI) learning activity.

### Course Faculty and Office Hours

#### Course Coordinators

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### Place and Time of Class Sessions

All students enrolled in this course must attend a **mandatory** orientation session within 2 weeks of the course start date in order to pass the course.

Students will attend 3 sessions with their instructor during the semester. These sessions will be pre-arranged with the student and instructor. Attendance during Week 1 is required to continue in the course. The instructor will meet with each student during Week 1, mid-semester, and at end of semester to review course requirements and individual student plans (CPA/CPI/Capstone). Students will work on practice experiences coursework (CPAs, CPI/Capstone Paper) while not enrolled in another Practice Experiences or body system course.

### Relation of Course to WPPD Program Outcomes:

This course will promote the student's achievement of the following Student Learning Outcomes (SLOs) which must be demonstrated upon graduation from the WPPD Program:

#### Domain 1 – Foundational Knowledge

1.1. *Learner (Learner)* - Develop, integrate, and apply knowledge from the foundational disciplines (i.e., pharmaceutical, social/behavioral/administrative, and clinical sciences) to evaluate the scientific literature, explain drug action, assess and solve therapeutic problems, and advance population health and patient-centered care.

#### Domain 2 – Essentials for Practice and Care

2.1. *Patient-centered care (Caregiver)* - Provide patient-centered care as the medication expert (collect and interpret evidence, prioritize patient needs, formulate assessments and recommendations, implement, monitor and adjust plans, and document activities).

2.2. *Medication use systems management (Manager)* - Manage patient healthcare needs using human, financial, technological, and physical resources to optimize the safety and efficacy of medication use systems.

2.3. *Health and wellness (Promoter)* - Design prevention, intervention, and educational strategies for individuals and communities to manage chronic disease and improve health and wellness.

2.4. *Population-based care (Provider)* - Discuss how population-based care influences patient-centered care and influences the development of practice guidelines and evidence-based best practices.

### Domain 3 - Approach to Practice and Care

3.1. *Problem Solving (Problem Solver)* – Identify and assess problems; explore and prioritize potential strategies; and design, implement, and evaluate the most viable solution.

3.2. *Educator (Educator)* – Educate all audiences by determining the most effective and enduring ways to impart information and assess understanding.

3.3. *Patient Advocacy (Advocate)* - Assure that patients' best interests are represented.

3.4. *Interprofessional collaboration (Collaborator)* – Actively participate and engage as a healthcare team member by demonstrating mutual respect, understanding, and values to meet patient care needs.

3.5. *Social & Cultural Sensitivity (Includer)* - Recognize social determinants of health in order to diminish disparities and inequities in access to quality care.

3.6. *Communication (Communicator)* – Effectively communicate verbally and nonverbally when interacting with an individual, group, or organization.

### Domain 4 – Personal and Professional Development

4.1. *Self-awareness (Self-aware)* – Examine and reflect on personal knowledge, skills, abilities, attitudes, beliefs, biases, motivation, and emotions that could enhance or limit personal and professional growth.

4.2. *Leadership (Leader)* - Demonstrate responsibility for creating and achieving shared goals, regardless of position.

4.3. *Innovation and Entrepreneurship (Innovator)* - Engage in innovative activities by using creative thinking to envision better ways of accomplishing professional goals.

4.4. *Professionalism (Professional)* - Exhibit behaviors and values (e.g., UF PHARMD CORES) that are consistent with the trust given to the profession by patients, other healthcare providers, and society.

### **Course Competencies**

Upon completion of this course, the student will demonstrate minimum competency in many of the following areas by completing CPAs:

1. Participate as a member of an Inter-professional, multidisciplinary Team
2. Perform patient assessments
3. Conduct drug therapy reviews
4. Develop a pharmaceutical care plan
5. Use effective communication skills
6. Monitor for endpoints
7. Perform pharmacokinetic monitoring
8. Provide patient education and counseling
9. Use systems management to improve therapeutic outcomes
10. Promote public health
11. Use the continuing professional development process to refine practice abilities

### **Course Objectives**

Upon completion of this course, the student will:

1. Demonstrate the ability to implement and complete CPAs and Capstone Paper requirements.
2. Demonstrate the ability to perform the following tasks with accuracy and proficiency:
3. Participate as a member of an Inter-professional Team and assess the team effectiveness.

4. Assess a hypertensive patient's vital signs by measuring blood pressure, temperature, pulse, respiration, and by assessing drug efficacy and toxicity.
5. Review a minimum of five medication profiles and identify all medication-related problems.
6. Assimilate patient data and write a pharmaceutical care plan.
7. Conduct a medication and health history interview with a patient.
8. Assimilate patient data and establish drug therapy endpoints for the patient (e.g., the therapeutic goal).
9. Evaluate a patient and individualize a dosage regimen of a drug which has a narrow therapeutic range.
10. Educate and counsel a patient about a new medication that is being started for a chronic disease.
11. Review a medication error incident to identify root causes and then recommend strategies to improve the pharmacy system.
12. Recommend solutions for a current public health issue.
13. Demonstrate the ability to identify an area for personal improvement by self-assessment, and then develop, implement, and successfully complete a personal learning plan that enables this personal improvement.

### **Pre-Requisite Knowledge and Skills**

Through either coursework in a B.S. pharmacy degree program or work experience, the student is expected to have the following knowledge and skills:

1. Time management skills
2. Technical skills as outlined in the requirements for admission to the WPPD program.
3. Knowledge of medical abbreviations and common medical terminology
4. Familiarity with basic pharmacokinetic concepts: half-life, volume of distribution, time to steady state
5. Ability to perform calculations using natural logarithms and exponential equations
6. Ability to perform calculations that require use of basic algebra
7. Ability to collaborate with pharmacists and other healthcare professionals
8. Ability to work with an approved preceptor and find a UFL affiliated site to complete CPAs.
9. Understanding of the CPA program, requirements for completion of CPAs, and expectations for CPA competency.
10. Understanding of the CPI (Clinical Practice Improvement) activity and Capstone Paper requirements and expectations.

### **Course Structure & Outline**

**Course Structure:** You will learn via a “blend” of experiential learning activities (multiple self-directed learning activities and learning activities in the actual practice setting). Acquisition of knowledge and skills are assessed with completion of the remaining CPAs and the CPA competency quiz.

**Course Outline/Activities:** See CPA Student Manual for a list of CPAs, objectives, and required activities. For students who need to complete the Capstone Paper, see the WPPD Resources folders for an overview and list of requirements by original semester level.

### **Textbooks**

The following textbooks will be used throughout your course of study in the WPPD program. No other textbooks will be required. Textbooks can be purchased via various internet sites; however, make sure you buy the latest editions.

1. **DiPiro et al.** Pharmacotherapy: A Pathophysiological Approach, **2017, 10<sup>th</sup> ed.** (ISBN: 0071800530)
  - a. This text is available via the UF library/ Access Pharmacy database. Although you can use the online version for study, most students find it essential to purchase a hardcopy of the Pharmacotherapy Text. Online access to the Pharmacotherapy text may not be available during exams.
  - b. (Caution: Old editions are sold on the internet and should not be purchased. Watch carefully what edition you purchase. A Pharmacotherapy Handbook is also available with the current edition. This handbook is a useful reference in daily practice but should not be purchased in lieu of the text listed above.)

2. **Schwinghammer et al.** Pharmacotherapy Casebook: A Patient Focused Approach, **2017, 10<sup>th</sup> ed.** (ISBN-13: 9780071830133). Currently, 9<sup>th</sup> edition cases are available via the UF library/AccessPharmacy database.
3. **Abate MA, Blommel ML.** Remington Education: Drug Information and Literature Evaluation, 2013, 1st Ed, Pharmaceutical Press. ISBN-10: 0857110667 ISBN-13: 978-0857110667.
4. **Lee, Mary.** Basic Skills in Interpreting Laboratory Data, American Society of Health Systems Pharmacists, 2013, 5<sup>th</sup> ed.
5. **Murphy J.** Clinical Pharmacokinetics Pocket Reference, American Society of Health Systems Pharmacists, 2011, 5<sup>th</sup> ed., (ISBN-10: 1585282545 / ISBN-13 978-1585282548)

Additional textbooks, handbooks, or drug information resources may be needed depending on the student's previous clinical expertise and CPA activities.

### Active Learning Requirements

Active learning requires students to actively participate in synchronous learning activities and complete assignments/activities that require application of what is learned from lectures or independent study. Active learning will occur with successful completion of CPA's and all requirements. Students are also required to participate in conference calls. The course facilitator will provide the phone number via an introductory email.

### Technology Requirements

The WPPD program requires that students have the following hardware and software resources:  
<http://it.pharmacy.ufl.edu/student/requirements/>.

### How to Access the Course Website

The course website is at the following URL: <https://lss.at.ufl.edu/> This website contains pdf files, URLs, and other learning resources.

To begin the course, login into <https://lss.at.ufl.edu/> using your Gatorlink login and password. You will see the course 5907 on you schedule. You should also access the WPPD Resources Course site for additional information and resource documents on CPAs, CPI, and Capstone Paper requirements.

### Student Evaluation & Grading

**Evaluation Methods:** For adult learners who are already practicing pharmacists, the development of competency in the practice of pharmaceutical care is of utmost importance, not course grades. This is emphasized in the entire WPPD Program.

#### CPA Requirements:

At the end of this semester, a grade of either S (Satisfactory) or U (Unsatisfactory) will be assigned for the course. A grade of S will be assigned when the student successfully completes the number of CPAs decided upon in the CPA plan (see Appendix C and D).

To successfully complete a CPA, the student must achieve a score of either Competency or Mastery. For each CPA, criteria and a rubric have been established for assigning a score. The preceptor will use the criteria and rubric to assign a score. For all CPAs, the facilitator will review all documentation, including that submitted by the student to Turnitin (as required), and certify that a CPA has been successfully completed with a score of Competency or Mastery.

### Grading Scale

The following rubrics will be used to provide the student with feedback and used for course grading:

Grade = U	Grade = S
<b>Unsatisfactory Progress</b>	<b>Satisfactory Progress</b>
Student has completed less than the number of CPAs decided upon in the CPA plan.	Student has completed at least the minimum number of CPAs decided upon in the CPA plan.

**Capstone Paper Requirements:**

Students are required to submit a first draft and final evidence-based paper, Capstone Paper, to WPPD Resources prior to completing the WPPD program. This assignment is completed during the 6<sup>th</sup> to 8<sup>th</sup> semesters. See the WPPD Resources E-Learning website for Capstone Paper overview and requirements. For students working on this requirement between semesters, the Capstone Paper should be submitted to WPPD Resources by the pre-specified timelines listed in Table 1. First and final Papers are reviewed by Dr. Markowsky. The Capstone assignment link within WPPD Resources will issue a Turnitin report for student and faculty review. Dr. Markowsky will issue a grade of Satisfactory (S) or Unsatisfactory (U) after review of the final paper submission.

NOTE: If you are not enrolled in the concurrent body systems course, contact Dr. Markowsky for an appointment to discuss goals for the semester related to writing assignments ([smarkowsky@cop.ufl.edu](mailto:smarkowsky@cop.ufl.edu)).

**Table 1. Recommended Timelines and Requirements for Capstone Paper, Year 3 (grey highlighting)**

Semester	Requirements (Gradebook: S grade entered for first draft of final Capstone Paper review indicates evidence of satisfactory completion)
7	<ul style="list-style-type: none"> <li>• <u>Submit First Capstone Paper to WPPD Resources (Capstone Paper Assignment).</u></li> </ul>
8	<ul style="list-style-type: none"> <li>• <u>Submit Revised, Final Capstone Paper to WPPD Resources for final review.</u></li> </ul>
9	<ul style="list-style-type: none"> <li>• <u>Upon approval, submit the Final Capstone Paper to PHA5668 during the 9th semester in order to pass the Practice Experiences III Course.</u></li> </ul>

Grade = U	Grade = S
Unsatisfactory Progress	Satisfactory Progress
Student has not submitted an acceptable paper to meet the requirement for First or Final Capstone Paper as designated at the start of the semester (incomplete or below average/good ranking*).	Student has submitted an acceptable paper to meet the requirement for First or Final Capstone Paper as designated at the start of the semester (average/good or higher ranking*).

\*based on Capstone Paper review evaluation form and checklist.

**Remediation**

Remediation is not an option for this course. The student can retake this course if additional CPAs or CPI/Capstone Paper course work is needed.

**Class Attendance Policy**

All students enrolled in this course must attend a **mandatory** orientation session within 2 weeks of the course start date in order to pass the course.

Students will attend 3 sessions during the semester. These sessions will be pre-arranged with the student and instructor. Attendance during Week 1 is required to continue in the course. The instructor will meet with each student during Week 1, mid-semester, and at end of semester to review course requirements and individual student plans (CPA/CPI/Capstone). See the CPA Student Manual for specific attendance requirements for each CPA.

### **Quiz Policy**

The student may contact the instructor to obtain details about why points were deducted. The student is allowed unlimited opportunities to pass the quiz.

### **Assignment Deadlines**

All students enrolled in this course must attend a **mandatory** orientation session and complete the orientation assignment within 2 weeks of the course start date in order to pass the course. The student must obtain a 100% on the PE Competency quiz to pass the course; the student has until the end of the semester to pass the quiz.

Signed CPA documentation (preceptor and facilitator signatures as well as student evaluation information) must be uploaded to the Practice Experiences course site using available links by **Session 2**. This will allow time for instructor review and feedback. Complete any required CPA changes (if any) by Session 3 for final grading.

All CPAs uploaded must include the student's name, site where CPAs were completed, and CPA number clearly documented.

The student is requested to complete an evaluation of General Practice Experience course. The link to the evaluation tool will be available on the General Practice Experience Course site at the end of the semester.

### **General College of Pharmacy Course Policies**

The College of Pharmacy has a website that lists course policies that are common to all courses. This website covers the following:

1. University Grading Policies
2. Academic Integrity Policy
3. How to request learning accommodations
4. Faculty and course evaluations
5. Student expectations in class
6. Discussion board policy
7. Email communications
8. Religious holidays
9. Counseling & student health
10. How to access services for student success
11. Faculty Lectures/Presentations Download Policy

Please see the following URL for this information:

<http://www.cop.ufl.edu/wp-content/uploads/dept/studaff/policies/General%20COP%20Course%20Policies.pdf>

### **Complaints**

Should you have any complaints with your experience in this course please contact your course coordinator. If unresolved, contact the COP Senior Associate Dean-Professional Affairs. For unresolved issues, see:

<http://www.distancelearning.ufl.edu/student-complaints> to submit a complaint.

## Appendix A

### Course Faculty

#### Course Coordinators

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#### Coordinator (CPI / Capstone Paper)

Sue Markowsky, PharmD

Assigned coordinator (WPPD) and Clinical Associate Professor, Working Professional PharmD Program, College of Pharmacy, University of Florida, Gainesville, FL,

Email: [smarkowsky@cop.ufl.edu](mailto:smarkowsky@cop.ufl.edu)

#### Facilitators

See course website for list of regional and remote facilitators.

#### Program Director

Sven Normann, Pharm.D. , DABAT

Associate Dean, Distance, Continuing, and Executive Education

Director, Working Professional Doctor of Pharmacy Program

#### Program Coordinator

Rayshawn Engram

Email: [r.engram@distancelearning.cop.ufl.edu](mailto:r.engram@distancelearning.cop.ufl.edu)

1-866-226-7228 ext. 5032

#### **Whom Do You Contact?**

Course Coordinator will address:

1. Course specific issues (e.g., course content, clarification of assignments, can't find grades, and questions about quiz)
2. Any exceptions made for student emergencies affecting course participation or completion
3. Late or missed quiz

#### **Facilitator will address:**

1. Submission and review of CPA documentation
2. Final grades received

#### **WPPD Office will address:**

1. Faculty and program evaluation
2. Course credit
3. Facilitators and student/facilitator assignments and relationships
4. Student Records
5. Tuition
6. Affiliation Agreements (Tracie Cooper at [tracie@cop.ufl.edu](mailto:tracie@cop.ufl.edu))
7. Preceptor approvals (Dr. Weizer at [mweizer@cop.ufl.edu](mailto:mweizer@cop.ufl.edu))
8. PharmAcademic requests (Jackie Lavinder at [lavinder@cop.ufl.edu](mailto:lavinder@cop.ufl.edu))

**Program Manager will address:**

1. Registration

**Technical Support:**

University of Florida Computing Help Desk

(352)-392-4357

Addresses issues related to:

1. eLearning (E-Learning)
2. Gatorlink accounts
3. Gatorlink email
4. myUFL
5. ISIS.

**Assistance in Completing Online Assignments/Quizzes**

If you are having a technical problem that is preventing you from completing an assignment or quiz on time, please inform your facilitator immediately. If you cannot reach your facilitator, please contact your course coordinator.

## Appendix B

### General Practice Experiences Course Policies and Procedures for Clinical Practice Experiences

#### General Policies and Procedures

1. Students are responsible for routinely checking the E-Learning > WPPD Resources and Practice Resources site for updates related to the following: 1) Policies and Procedures for Practice Experiences, 2) Clinical Practice Assessments, 3) Clinical Practice Improvement/Capstone Paper, and 4) Other experiential program requirements such as case presentations.
2. All work related to practice experiences (e.g., CPA documents, case presentations, CPI/Capstone Paper) that is submitted must be the work of the student. Plagiarism and other forms of academic dishonesty will be monitored by use of TurnItIn© (available in E-Learning) and audits by faculty. Any submitted work that is suspected not to be created/accomplished by the student will be turned over to the Office of Student Judicial Affairs

#### CPAs - General Policies:

1. The student is limited to completing a maximum of **3 CPAs per semester** unless the student has an individual CPA Plan that has been approved by the Assigned coordinator, CPAs.
2. The student must maintain all original CPA documents (e.g., documentation required to complete the CPA, CPA forms signed by preceptor). The only time an original document should be submitted is when it is requested by a WPPD administrator for purposes of a CPA audit and the student is responsible for making a copy of the original before submitting it to the administrator. The original document is the student's only evidence that CPAs have been completed and should be kept in a safe place such as a safe deposit box. In addition, backup copies should be maintained in a place separate from the originals.
3. Students must not submit patient cases or other clinical activities that are used for Course/Session presentations/assignments for CPA credit.
4. CPA credit will not be given for any activities required of the Pharmaceutical Care Improvement project. All learning activities completed as a CPA (especially a CPD CPA) must be distinct from the project activities. (The Project and the CPA topic may be related, but the CPA must involve acquisition of new abilities and skills that have not been/will not be learned during the project.)
5. The student is responsible for the following:
  - a. **Identification of One or More Practice Sites.** A practice site is the patient-care setting where the student will complete a CPA. The student must identify one or more practice sites that meet the criteria outlined in the CPA documentation. In addition, the student must provide the site with the UF affiliation agreement and have the site submit a signed copy to the WPPD Office, if the site does not already have a signed affiliation agreement with UFL WPPD.
  - b. **Identification of Preceptors:** A preceptor is a practitioner who can supervise the student's completion of a CPA. Once a potential preceptor is identified, the student must request the preceptor in PharmAcademic (see CPA Quick Scan for details). Students can check to see if the preceptor is approved for the respective CPA by looking under that CPA in PharmAcademic. All preceptor applicants will be reviewed and approved by the Assigned coordinator, CPAs. Students may utilize their facilitator as their preceptor, however, the facilitator must agree to be the preceptor beforehand. Students are encouraged to use local preceptors. Up to three (3) weeks may be required for approval. CPAs that are started before this approval step will not be certified as completed by the facilitator and Assigned coordinator, CPAs.
  - c. **Submission of a request for preceptor to be approved:** Students must make a request for a preceptor to be approved. The request is made in PharmAcademic. If the site is affiliated and the preceptor approved for that CPA, the student will be matched and receive an email from PharmAcademic notifying him/her of the match. The start and stop dates that the student enters into the request are very important and drive the dates that students will receive the pre- and post CPA self-assessments, respectively. Also, the student should confirm with the preceptor that the end date is appropriate for the preceptor to complete the evaluation of the student.

- d. **Completion of all pre-requisites required of the affiliated site (HIPAA, drug-screen and background check).** Some of the sites require students to complete prerequisite paperwork/background checks/drug screens that must be coordinated with the WPPD office. E-Learning contains a list of sites that have an affiliation agreement and if the site has these special requirements, it is noted in the list. Students who complete experiential activities (e.g., CPAs, obtaining patient data for presentations or other assignments, CPI) at one of these sites without completing these pre-requisites will not receive credit for the work and will have to re-do the work (e.g., CPA, presentation, CPI).
- e. **Submission of learning plans to preceptors prior to beginning continuous professional development (CPD) activities.** For all CPD CPAs (electives), the preceptor must approve the student's learning plan before the student implements it.
- f. **Selection of patients without conflict of interest.** Students should avoid using family and friends as sources of patients for CPAs if the student cannot put oneself in a caregiver role with the individual.
- g. **Completion of a CPA.** A CPA is completed once the student has successfully completed all self-assessments, the preceptor's evaluation, the required activity, and submitted the required evidences to MyPortfolio. In addition, the student must receive his/her evaluation from the preceptor.
- h. **Final Sign off for year 1 CPAs.** Students will meet with their assigned CPA co-coordinator to review the WPPD Student and Faculty Resource assignment submissions, the assignments in the 5666 course and the portfolio with supporting evidences for CPA 1.1 to 1.4 for the final sign off for the 5666 course.

## Appendix C

### CPA Requirements General Practice Experiences Course

All students enrolled in the General Practice Experiences course need to have an introductory conference call with the Assigned coordinator, CPAs within the first 2 weeks of the semester. At that time, an individualized plan detailing the goals and objectives and outlining the CPA-related activities for the semester will be discussed. All students must write up the plan discussed in the first conference call in a Word document and submit it to the Assigned coordinator, CPAs for approval.

The student is responsible for contacting the Assigned coordinator to set up the conference call. After the initial call, it is the expectation of the Assigned coordinator that the student will maintain e-mail or other contact to update the Director on CPA progress. This must all be documented electronically.

Students are enrolled in this course to work on CPAs between body systems courses and, therefore, must design a plan to complete a minimum number of CPAs this semester. If a minimum is not determined by the student, the minimum number of 4 CPAs will be assigned to demonstrate progress and receive a passing grade in the course. See CPI/Capstone Paper requirements for additional requirements, if applicable.

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**Appendix D**

**Requirements of Students Enrolled in General Practice Experiences Course Individualized CPA Plan**

We will be working together to meet your CPA goals this semester.

Please fill out the information below and send it to the Assigned coordinator, CPAs as an attachment. From this information we will develop your goals and objectives for this course and a satisfactory grade will be given when these goals are met.

Name:

Contact phone:

E-mail address:

Indicate which CPAs you have already completed (signed off by your facilitator).

CPA #

Indicate which CPAs you want to complete this semester:

CPA #	Preceptor/Describe activity in detail	Timeframe/ begin and end date	Expected completion date (submission to facilitator)

Indicate what barriers you have to completing CPAs:


List plans for completing progress steps for the CPI Plan (2<sup>nd</sup> -3<sup>rd</sup>) or Capstone Paper (6-9<sup>th</sup>) this semester:


Within the first week of class:

E-mail Dr. Riley [kriley@cop.ufl.edu](mailto:kriley@cop.ufl.edu) or Dr. Weizer [mweizer@cop.ufl.edu](mailto:mweizer@cop.ufl.edu) to set up a conference call to discuss your plan