

Wegmans School of Pharmacy, St. John Fisher College

Advanced Pharmacy Practice Elective Syllabus Template

Institutional Pharmacy Management/Administration

1. Preceptor Information:

Primary preceptor: Matthew D. Groth, Director of Pharmacy Operations

Phone number: 585.341.6929

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Secondary preceptor: Jeff D. Huntress; Director of Clinical Pharmacy Services

Phone number: 585.341.6792

Email: Jeff_Huntress@urmc.rochester.edu

2. Site information:

Highland Hospital of Rochester

1000 South Avenue

Rochester, NY 14620

Days of week and hours of operation 24/7

Student fees: Parking or other miscellaneous expenses

3. Brief description of site:

During the student's management/administrative rotation, he/she will work closely with the Directors of Pharmacy. The student will attend recurring meetings to discuss goals and potential project work under the preceptorship of a pharmacy administrator. The student will attend URMCTherapeutics Committee meetings that occur during the rotation and other meetings as deemed appropriate with the preceptor (safety rounds, pharmacy management meetings, etc.). In addition, the student and the preceptor complete reports related to financial analysis and medication safety issues for the department.

Specific topics that will be covered include medication safety, the use of technology to support pharmacy services, Human Resource issues and handling difficult situations, hiring/recruiting staff, and new project development. We will also focus on reporting of data related to services and customer support for nursing, physicians, and hospital administration.

4. Workplace outcomes: By the end of the rotation the student will be able to: (Total Points = 50)

- i.** Describe the medication use system at HH and identify the strengths and weaknesses of different medication distribution systems (central fill, decentralized inventories, robotics, controlled access cabinets, hybrid systems) (10 Points)
- ii.** Actively participate in medication safety discussions (patient safety meetings, nursing-pharmacy committee, etc.) and identify potential solutions to issues raised. (10 Points)
- iii.** Describe different models of Pharmacist practice in a hospital system and be able to identify the advantages and disadvantages of these (centralized vs. decentralized, clinical vs. distributive, etc.) (5 Points)
- iv.** Participate in a monthly financial analysis meeting and understand the basics of maintaining a pharmacy budget (5 Points)
- v.** Understand current target drug initiatives and the financial markers used to measure success. (10 Points)
- vi.** Discuss controlled substance issues and process for detecting and reporting suspected drug diversion. (5 Points)
- vii.** Discuss Human Resource issues, using examples, and the strategies to provide effective leadership and supervisory oversight. (5 Points)

5. Major learning TASKS students will perform while on site: (Total points=30)

- i.** Complete one Root Cause Analysis for a medication error identified during the rotation. (10 Points)
- ii.** Participate in the preparation of at least one ROI for a pharmacy initiative (new staff, new equipment, etc.) – if opportunity is not present during rotation, we will review a recent ROI prepared by pharmacy administration. (10 Points)
- iii.** Assist in bringing up packaging and inventory management robotic systems in pharmacy department. (10 Points)

6. Professionalism:

Will use SJFC professionalism rubric which will account for 20% of grade.

7. Grading is P/F:

A minimum passing grade will be 80%. Students who receive a grade of 95% or more for four or more rotations will receive a Certificate of Excellence in Experiential Education at graduation.

Grading formula:	Workplace outcomes.....	50 %
	Tasks.....	30 %
	<u>Professionalism.....</u>	<u>20 %</u>
	Total = 100 %	