



School of Pharmacy

Community Pharmacy Advanced Pharmacy Practice Experience (APPE)

Semester – P4 year

Course #PHAR 6682 (6 credit hrs.) / **Track: Experiential Education 6-weeks**

Course Coordinator

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Office hours: by appointment

Preceptor and Site Information

Found in CORE ELMS or provided by the preceptor (Preceptor and Site Information Form)

Course Description

This required advanced practice experience will allow the learner to apply skills, attitudes, and knowledge applicable to Community Pharmacy. Students will be able to enhance their critical thinking learned from their didactic and laboratory courses and build on what they learned in their Introductory Pharmacy Practice Experiences (IPPEs). Students will develop Entrustable Professional Activities (EPAs) needed for a community pharmacy through a variety of direct and non-direct patient care activities.

The Pharmacist's Patient Care Process (PPCP)

Students will use the Pharmacist's Patient Care Process throughout the APPE **to collect, assess, plan, implement, and follow up** with patients. **Collaboration and communication** will also be applied as students work with members of pharmacy staff, and other healthcare team members.

Source: Accessed: 2017Mar1 and patients.



Course Meetings & Location

2022-2023*

Rotation	Begin Date	End Date
1	May 23, 2022	July 1, 2022

2	July 4, 2022	August 12, 2022
3	August 15, 2022	September 23, 2022
4	September 26, 2022	November 4, 2022
5	November 7, 2022	December 16, 2022
6	January 9, 2023	February 17, 2023
7	February 20, 2023	March 31, 2023
8	April 3, 2023	May 12, 2023

*Dates adapted from TCEP Calendar

Site Specific Hours

The preceptor should expect a call from the student(s) 2 weeks before the first day of rotation to discuss where to park, where to meet the first day and any site or rotation specific information, if applicable.

Each experience is 6 weeks duration with a minimum of 40 hours per week. Exact hours may vary based on site; however, it is mandatory for students to be engaged in patient care activities for most of the time (> 120 hours) over the course of the 6-week rotation. Patient care may be provided through virtual activities and preceptors should speak with the course coordinator. No more than 50 hours may be earned in a single week. Portions of the rotation may be provided through virtual activities, see Off-Site Virtual Rotation Policy in OEE Handbook.

Student Schedule

Course/rotation schedule will be determined and finalized by the preceptor. APPE hours may occur during evenings, weekends, and on holidays. Additionally, APPEs may be scheduled at other times of the day. Student can expect projects outside of normal rotation hours (e.g. readings, projects, etc.).

Online Assessment Requirements:

This course requires the use of CORE ELMS® and Blackboard. Students are responsible for ensuring they have access to CORE ELMS® and the appropriate Blackboard course before the beginning of the APPE. If you are having issues with CORE ELMS, please contact the course coordinator to resolve this issue. Assessments (e.g., assignments, quizzes, and exams) may be disseminated before the due date. This requires students to download the assessment using an internet connection. It is the student's responsibility to maintain access to a reliable internet connection (with the rare exception of when UTEP's systems are down).

Course Learning Objectives

At the conclusion of this course, students shall be expected to:

Required

EPA 1: Collect information to identify a patient's medication-related problem and health-related needs.

EPA 6: Provide culturally and linguistically appropriate care to patients and/or clientele (UTEP specific).

- EPA 8: Identify patients at risk for prevalent diseases in a population.
- EPA 9: Minimize adverse drug events and medication errors.
- EPA 11: Ensure that patients have been immunized against vaccine-preventable diseases.
- EPA 12: Educate patients and professional colleagues regarding the appropriate use of medications.
- EPA 13: Use evidence-based information to advance patient care.
- EPA 14: Oversee the pharmacy operations for an assigned work shift.
- EPA 15: Fulfill a medication order.

Professionalism:

- EPA 16: Displays characteristics of professionalism and engages in continuous professional development.

Levels of Expectancy*:

	4 = Student is at APPLY level	3 = Student is at APPE READY level	2 = Student is at REINFORCE Level	1 = Student is at INTRODUCTORY level	N/A Does not apply
Knowledge/Skills/Attitudes	Student has excelled in performing competency-in knowledge Student has met expectations and requires minimal to no intervention from preceptor	Student performed the competency in knowledge at an acceptable level Student has met expectations but requires occasional intervention from preceptor	Student knows how to achieve competency in knowledge, but has not demonstrated it at an acceptable level Student requires significant intervention from preceptor	Student knows how to achieve competency in knowledge, but rarely demonstrates it Student requires significant intervention from preceptor, and preceptor must often complete for student	Does not apply
Notes:					

***Adapted from the TCEP approved rubric**

Students achieving levels 1 and 2 are not making satisfactory progress and need to improve these areas to levels 3 or 4. Students at a level of 3 are at satisfactory progress and are passing the objectives. Students making the 4 are exceeding expectations and are also passing the objective.

In order to pass this rotation, students must achieve a passing grade (minimum competency of 3 or 4) on 77% (7/9) of the EPAs listed for the Community rotation. In addition, the student must also receive a “yes” evaluation on EPA 16 (Professionalism).

EPA	CAPE Outcomes	CAPE Level of Assessment	EPA Minimum Level of Expectancy*
EPA 1: Collect information to identify a patient's medication-related problem and health-related needs.	2.1, 2.2, 2.3, 3.1, 3.5, 3.6	Apply	3
EPA 6: Provide culturally and linguistically appropriate care to patients and/or clientele (UTEP specific).	1.1, 3.5, 3.6	Apply	3
EPA 8: Identify patients at risk for prevalent diseases in a population.	2.3, 2.4, 3.2, 3.4, 3.5, 3.6	Apply	3
EPA 9: Minimize adverse drug events and medication errors	2.2, 2.3, 2.4, 3.2, 3.3, 3.4, 3.5, 3.6	Apply	3
EPA 11: Ensure that patients have been immunized against vaccine-preventable diseases.	2.1, 2.2, 2.3, 2.4, 3.2, 3.3, 3.4, 3.5, 3.6	Apply	3
EPA 12: Educate patients and professional colleagues regarding the appropriate use of medications.	1.1, 2.3, 3.2, 3.3, 3.5, 3.6, 4.2, 4.4	Apply	3
EPA 13: Use evidence-based information to advance patient care.	1.1, 2.1, 3.5, 3.6, 4.3	Apply	3
EPA 14: Oversee the pharmacy operations for an assigned work shift.	2.2, 3.1, 3.6, 4.1, 4.2, 4.3, 4.4	Apply	3
EPA 15: Fulfill a medication order.	2.2, 3.1, 3.6	Apply	3
EPA 16: Displays characteristics of professionalism and engages in continuous professional development.	4.1, 4.4	Apply	Yes

Adapted from Appendix 1. Mapping of the Core EPAs for New Pharmacy Graduates to the CAPE 2013 Educational Outcomes and the Pharmacists Patient Care Process
<https://www.aacp.org/sites/default/files/2017-12/CAPE-EPA-PPCP-mapping.pdf>

Tasks to Meet Entrustable Professional Activities

Preceptor to provide additional EPA connection if preceptor includes additional/alternative activities.

Task	EPA
Journal club	12,13
Drug-related interventions	1, 6, 9, 11, 13
Patient consults	1, 6, 8, 9, 11
Performing duties of a community pharmacist (type, check, fill, etc.)	1, 6, 8, 9, 11, 12, 13, 14, 15

Attendance and Classroom Behavior

It is mandatory that students demonstrate their commitment to the profession and respect for faculty, preceptors, and colleagues by attending the experience, arriving on time, and being prepared for the day's activities. The course's schedule will be determined and finalized by the preceptor. Attendance will be monitored and assessed under professionalism. Due to the short nature of the experience, any unexcused absences will result in an incomplete and/or a failing grade and the student will be reported to the Assistant Dean of Experiential Education for unprofessional behavior. For excused absences, the student will need to work with the course coordinator and site preceptor to make up the missed time and may result in an incomplete. Please refer to the Student and Office of Experiential Handbooks for more information.

Conduct

1. Students are expected to abide by all site-specific requirements, state and federal laws and School of Pharmacy regulations during the rotation.
2. Students must always wear required name badge(s) that distinguishes them as a Pharmacist Intern.
3. Students must always carry a pharmacist-intern card and have a copy uploaded into CORE ELMS®.
4. Students must maintain the professional and ethical standards. Failure of professional and ethical standards may result in rotation failure or referral to OEE, Progression Committee, and/or UTEP Office of Student Conflict and Conflict Resolution (OSCCR).

Rotation Attendance Policy

It is mandatory that students demonstrate their commitment to the profession and respect for faculty, preceptors, and colleagues by attending the experience, arriving on time, and being prepared for the day's activities. Course/rotation schedule will be determined and finalized by the preceptor. Attendance will be monitored and assessed under professionalism.

1. Students are expected to complete the rotation during the assigned dates and times to accumulate the minimum required number of hours and associated activities and assignments.
2. Regular and prompt attendance is required of all students.
3. Students are expected to be present for all scheduled days of the rotation, as determined and discussed with the preceptor. Students must be present on the first day of the rotation to be oriented with any other students present. Additionally, students may not speed up completion of a rotation to gain free time at the end of the rotation.
4. Students are required to participate in all orientation activities prior to the start of the P4 year. Exceptions are rare and may be granted for students with extenuating circumstances. Students should, in these cases, make every effort to connect with the orientation meeting.
5. It is the responsibility of the student to inform each preceptor/site and clinical coordinator of any absences no later than 2 weeks in advance, if possible. Failure to attend experiential education activities may result in course failure.

For more details, review the UTEP SOP OEE Handbook.

Procedure for resolving rotation concerns

1. The student should try to resolve the issue/concern directly with the primary preceptor.
2. If the issue/concern is not resolved, the student should contact the Course Coordinator.
3. If the issue/concern is not resolved, the student should contact the Assistant Dean of Experiential Education (OEE).
4. If the issue/concern is not resolved, the student may contact the Associate Dean for Academic Affairs.
5. If the issue/concern is not resolved, the student may contact the Dean of the School of Pharmacy.

Questions related to the APPE course, in general, should be directed to the Course Coordinator, whereas content/topic specific questions should be directed to the preceptor. If there is any question about who to contact, please contact the preceptor first. For issues related to the preceptor contact the Course Coordinator.

Methods of Instruction/Learning

The learning outcomes in this course **may** be achieved via*:

1. **Outside Preparation** – this will include outside topic review from class lecture, tertiary and primary literature material to evaluate for proper therapeutic choices.
2. **Preceptor and learner-lead (micro) discussions** – allows learners to review and reinforce topics
3. **Case Discussions and presentation/SOAP Notes/Clinical Notes/Drug Information/Documentation** – provides practice opportunities for course ability outcomes and allows students to practice evaluating and assessing patient cases, make therapeutic recommendations and document patient interactions.
4. **Exams/Quizzes** – allows students to demonstrate knowledge recall

5. **Miscellaneous activities as assigned by the preceptors** —apply practice skills in real life scenarios (templates of rubrics are available as supplemental documents)
- Case reports and presentations
 - Research project
 - Drug monograph
 - Formal consult
 - In-service/presentation
 - DUE – develop student’s written and verbal skills
 - Other activities as assigned by the preceptor

*Refer to preceptor-specific course calendar or requirements.

Evaluation and Grading Policy

Students are expected to participate in all activities in the rotation as assigned. The Community Pharmacy APPE is graded on a pass or fail scale. There will be two formal summative assessments conducted by the preceptor during the APPE – a midpoint and a final evaluation. All assessments will be administered via CORE ELMS®, unless noted otherwise. Grades will be based on student’s pharmacy practice skills, values, knowledge, and attitudes. Skills are assessed by direct observation of Entrustable Professional Activities (EPAs) and required assignments. The preceptor will also provide feedback on student performance on an informal on-going basis. All assessments will be administered via CORE ELMS®, unless noted otherwise.

Minimum Rotation Requirements	Final Outcome
Receive a minimum level of expectancy with a level of 3 or 4 on 7 out of 9 (≥77%) EPAs ^b (completed by preceptor)	Completed at passing level
Receive a passing final professional assessment (EPA 16) (preceptor)	Completed at passing level
Upload and receive preceptor confirmation of minimum experiential rotation hours into CORE ELMS®*(minimum 240 hours)	Completed
Complete preceptor evaluation in CORE ELMS® (completed by student)	Completed
Complete one (1) journal club related to community pharmacy and document in CORE ELMS	Completed
Document ten (10) drug-related interventions in CORE ELMS Field Encounters and receive preceptor confirmation	Completed
Document ten (10) patient consults in CORE ELMS Field Encounters and receive preceptor confirmation	Completed
Midterm evaluations (done by preceptor)	Completed
Complete APPE with unexcused absences	Completed
Complete at least one (1) preceptor defined miscellaneous activity (research project, drug monograph, formal consult, in-service/presentation, DUE, pre/post formative assessment of rotation) and document in CORE ELMS	Completed

- a. Failure to complete and turn in all assignments will result in a failure of the APPE.
- b. All students finish their APPE year obtaining an EPA expectancy level of 3 at least once per EPA.
- c. A passing level on the professional assessment is a “Yes” response to EPA 16 on the final evaluation.
- d. All experiential hours are to be entered on a daily or weekly basis. Verify with your preceptor for the preferred method.

Requirement Due Dates

All requirements must be submitted through CORE ELMS by the end of the last day of the rotation unless noted elsewhere. **Students are responsible for following up with preceptor on any outstanding items.** If the student has difficulty working with the preceptor, the student should reach out to the course coordinator. **Any outstanding requirements, either on the student or preceptor end, not completed one week after the end of the rotation will result in course/rotation failure.**

It is the responsibility of the **student** to monitor his/her progress during the course and see that he/she is maintaining the required competency level. Students should seek advice and assistance from the preceptor and/or course coordinator as soon as he/she encounters any difficulty in the course. If student does not pass, they may be eligible for remediation.

Other Assignments: While each site/preceptor may have their own assignments (e.g, presentations, written assignments, patient counseling exercises) students are expected to complete the following minimum activities*:

1. Complete and upload one (1) journal club related to community pharmacy in Field Encounters in CORE ELMS.
2. Complete and document ten (10) drug-related interventions in Field Encounters in CORE ELMS.
3. Counsel and document ten (10) patients with variety of chronic disease states in Field Encounters in CORE ELMS.
4. Complete and upload one (1) preceptor directed miscellaneous activity in Field Encounters in CORE ELMS such as:
 - a. Research project
 - b. Drug monograph
 - c. Formal consult
 - d. In-service/presentation
 - e. DUE

***Preceptor assignments: The preceptor will provide any assessment criteria in advance.**

Required Course Technology/Tools/Needs

Drug Information Resource:

- Access to drug resources through the UTEP library
- Students must have a drug information resource (e.g. Lexi-Comp®, Micromedex®, etc) of the student's choice and preceptor's preferred reference(s) with them at all times

Calculator:

- Students are expected to bring a scientific calculator.

Recommended Resources

- Primary literature, tertiary literature within community practice as outlined by preceptor.

There may be other site-specific needs. The student should check with the preceptor to verify any other needs.

Remediation Policies

Student must participate in all assignments to be eligible for remediation. Other important factors are also considered. ***See Student Handbook for details.***

Technical Assistance

If you are off campus, you may need to set up a Virtual Private Network (VPN) in your computer to access UTEP resources for this class (i.e. Library). The link below provides information for you to set up a VPN connection depending on your operating system. You can contact the Help Desk for assistance (See Technical Assistance information).

<http://admin.utep.edu/Default.aspx?tabid=58534>

If you are experiencing technical problems with the course, please contact the UTEP Helpdesk during: M - F: 8AM – 5PM. Calling within UTEP: 915.747.4357. Calling outside UTEP: 915.747.5257. For more information, please visit

<http://helpdesk.utep.edu>.

You can also visit an on-campus lab such as the ATLAS lab located within the Undergraduate Learning Center (UGLC building) for additional technical assistance. So that UTEP can continue to provide a stable learning environment, 12:00:00am Mountain time on Thursdays is reserved for minor preventive maintenance. This maintenance window is scheduled during the lowest usage time for the system. Blackboard may or may not be available during this time, depending on whether maintenance is necessary. Whenever possible, this time will be utilized to perform all minor maintenance. Unscheduled outages occur rarely, but they do happen. In the event of an unscheduled outage, Course Development and Technology Support will confer with Student and Faculty Services to provide appropriate notifications to those affected including faculty, staff and students.

Cell Phone Policy

All cell phones must be turned on to silent while at the education site unless otherwise instructed by the preceptor. If a student forgets to turn the ringer off, he/she may be subject to disciplinary action. Any unauthorized use of electronic devices (e.g. social media, sports, excessive texting) while engaged in rotational activities will be automatically removed from the site for the day and the Assistant Dean of OEE will be notified. This will result in an unexcused absence and professional misconduct. Refer to unexcused absence language.

Food/Beverage Policy

Students must not eat or drink in the pharmacy area unless allowed to do so by the site preceptor.

Dress Policy

Students are expected to dress professionally *at all times* (e.g. tie [male], no excessive jewelry, closed toed shoes, skirts/dresses below the knee, no excessive perfume or cologne, well-groomed). Additionally, some sites may have specific dress requirements the student must follow (e.g. scrubs). It is the student's responsibility to contact the preceptor in advance to verify any site-specific requirements. Pharmacy intern name badge must be *worn at all times* during IPPE/APPE rotations.

Credentials: Students are expected to *carry* with them *at all times* their Texas State Board of Pharmacy (TSBP) Intern Card. Students must have readily available electronically on CORE ELMS® the following: Unexpired BLS CPR Card, HIPAA Training Certificate, Bloodborne Pathogen, etc. Refer to OEE Handbook for a complete list. Failure to exhibit credentials will result in the student being asked to leave the site. Return to site is determined by the preceptor and the Experiential Programs Director.

UTEP and SOP Policy for Academic Integrity

The University of Texas at El Paso prides itself on its standards of academic excellence. In all matters of intellectual pursuit, UTEP faculty and students must strive to achieve excellence based on the quality of work produced by the individual. In the classroom and in all other academic activities, students are expected to uphold the highest standards of academic integrity. Any form of scholastic dishonesty is an affront to the pursuit of knowledge and jeopardizes the quality of the degree awarded to all graduates of UTEP. It is imperative, therefore, that the members of this academic community understand the regulations pertaining to academic integrity and that all faculty members insist on adherence to these standards.

Any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes is not limited to cheating; plagiarism; collusion; the submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; and any act designed to give unfair advantage to a student or the attempt to commit such acts. Proven violations of the detailed regulations, as printed in the Handbook of

Operating Procedures (HOP) and available in the UTEP Office of Student Life and the homepage of the Office of Student Life, can result in sanctions ranging from disciplinary probation, to failing a grade on the work in question, to a failing grade in the course, to suspension or dismissal, among others. (See "Dismissal for Reasons of Misconduct").

Professionalism and Professional Conduct

Students must present themselves in a professional and courteous manner. This behavior includes, but is not limited to, not engaging in disruptive behavior, being appropriately dressed, and using professional language and behavior. The student must uphold the UTEP policies and procedures that are outlined in the UTEP HOP, including, but not limited to: academic misconduct, substance abuse, and sexual misconduct. Additionally, the student must meet the requirements of the Professional Expectations and contract, as laid out in the OEE handbook.

If professionalism issues occur during Experiential Education, the Preceptor Faculty (PF) will discuss the issue(s) with the student first. If the PF is unable to successfully mediate the situation, the PF will document the issue and the mediation attempt. This information is then directed to the Director of Experiential Education who will work with Associate Dean of Academic Affairs. If the issue can still not be mediated, the issue is presented to the Progression Subcommittee for final review, decision, and plan.

UTEP and SOP Policy for Special Accommodations (ADA)

"If you have or suspect a disability and need classroom accommodations, you should contact the Center for Accommodations and Support Services (CASS) at 747-5148." You can also e-mail the office at cass@utep.edu or go by their office in Union Building East (Room 106). For additional information, visit the CASS website at <http://sa.utep.edu/cass/>

General Statement about Course Policy

The syllabus is subject to change to meet course needs, especially if there are unexpected disruptions or changes in class size, resources, etc. The most updated syllabus can be found on the course Blackboard shell. It is your responsibility to review the syllabus periodically for updates.

Additional Information

Campus Concealed Carry:

Effective August 1, 2016.

<https://www.utep.edu/campuscarry/>

Civility Statement:

You are expected to follow basic standards of courtesy and may be dismissed from class for blatant or sustained disruptive behavior.

Student Support:

UTEP provides a variety of resources for those in need (e.g., if you feel overwhelmed, stressed or dealing with a crisis):

- UTEP's Counseling Center (free counseling to all students): 747-5302, which after-hours goes to a crisis line • Mental Health Crisis Line: 779-1800
- National Suicide Prevention Hotline: 1-800-273-8255

- Veterans Crisis Line: 1-800-273-8255
- NAMI (National Alliance Against Mental Illness) of El Paso: 534-5478
- <http://caringeducators.tumblr.com/survival>

Title IX:

Title IX of the Education Amendments of 1972 (Title IX), prohibit discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual harassment of students, which includes acts of sexual violence, is a form of sex discrimination prohibited by Title IX. Sexual violence refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual also may be unable to give consent due to an intellectual or other disability. A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual coercion, stalking, and relationship violence. All such acts of sexual violence are forms of sexual harassment covered under Title IX.

In accordance with Title IX of the Education Amendments of 1972, UTEP does not discriminate on the basis of sex in the operation of its educational programs and activities. This commitment to non-discrimination applies to both employment in and admission to such programs and activities. [Link to full text at <http://admin.utep.edu/Default.aspx?tabid=68750>]

The UTEP School of Pharmacy - Office of Experiential Education is committed to promoting an equal opportunity non-discriminatory learning and working environment as outlined by the UTEP official Handbook of Operating Procedures. The online UTEP Policies Library offers a wealth of information including policy descriptions, training, and on-and-off campus resources. School of Pharmacy Preceptors and Faculty are encouraged to review and take advantage of these resources whenever needed."

- UTEP Handbook of Operating Procedures- <https://www.utep.edu/hoop/>
- Section 6: Equal Opportunity Policy- <https://www.utep.edu/hoop/section-6/index.html>
- UTEP On-and-Off Campus Resources- <https://www.utep.edu/titleix/On-and-Off-Campus-Resources.html>

Preceptor Information Sheet

Primary Preceptor (Rotation Coordinator) Name:

Preceptor phone number:

Preferred method of communication:

Site name:

Address:

Pharmacy phone number:

Pharmacy Fax number:

Other preceptors at site:

				APPE Calendar				
Week 1 Dates:	Time in:	Time in:	Time in:	Time in:		Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:		Time out:	Time out:	Time out:
Week 2 Dates:	Time in:	Time in:	Time in:	Time in:		Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:		Time out:	Time out:	Time out:
Week 3 Dates:	Time in:	Time in:	Time in:	Time in:		Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:		Time out:	Time out:	Time out: Midpoint Evaluation
Week 4 Dates:	Time in:	Time in:	Time in:	Time in:		Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:		Time out:	Time out:	Time out:
Week 5 Dates:	Time in:	Time in:	Time in:	Time in:		Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:		Time out:	Time out:	Time out:

Week 6 Dates:	Time in:	Time in:	Time in:	Time in:	Time in:	Time in:	Time in:
	Time out:	Time out:	Time out:	Time out:	Time out:	Time out:	Time out: Final and Self Evaluation