



PHARM 515
EXPERIENTIAL LEARNING PART 5

Winter, Spring/Summer, Fall 2024

Course Weight: 6

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Course Description

PharmD students are required to design and complete a practice-based placement including objectives, activities and an assessment mechanism. The placement proposal is subject to approval by the preceptor and the Course Coordinator. Travel and accommodation costs are the responsibility of the student. Credit may be obtained more than once. Prerequisites: PHARM 501 or 521, or with Faculty consent. Sections offered in a Cost Recovery format at an increased rate of fee assessment; refer to the Fees Payment Guide in the University Regulations and Information for Students section of the Calendar. (Restricted to PharmD for Practicing Pharmacists students).

Other Course Fees

Students are expected to travel within the province to complete their experiential education course requirements. Costs associated with the travel, accommodation or additional placement site requirements are the responsibility of the student.

Required Readings

Pharm 515 Orientation Video - available on eClass

Pharm 515 Assignments Overview Video - available on eClass

Pharm 515 Placement Proposal Powtoon

<https://www.youtube.com/watch?v=yI6Y4QVXy1Y>

Pharm 515 Professionalism with Preceptors Video (Powtoons)

https://www.youtube.com/watch?v=gaVK_lhpJ38&rel=0

Preparing for Pharm 515 Projects – Important Reminders for Pharm 505C/545
Available on eClass

Recommended Readings

Continuing Competence Program Guide:

<https://pharmacists.ab.ca/sites/default/files/CompetenceProgramGuide.pdf>

Continuing Competence Program Requirements:

<https://pharmacists.ab.ca/ccp-requirements>

Continuing Competence Program Tutorial (login required)

<https://pharmacists.ab.ca/ccp/>

Continuing Professional Development Portal login:

https://www2.skilsure.net/skilsure_acp_cpd/login/ccplogin.php

AFPC Educational Outcomes 2017

http://afpc.info/system/files/public/AFPC-Educational%20Outcomes%202017_final%20Jun2017.pdf

PHARM 515, Winter, Spring/Summer, Fall 2023

Updated Oct, 2023

V2024

Course Objectives/Outcomes

The course is designed to develop the following *knowledge, skills, and attitudes*:

Skills

Students who successfully complete this course will be able to:

- Apply knowledge required of pharmacists in the practice setting
- Exhibit proficiency in verbal, non-verbal (appropriate body language), and written communication (as applicable to the placement setting)
- Integrate critical thinking, sound judgment and evidence based medicine into practice (as applicable to the placement setting)
- Apply the patient care process (if applicable to the placement setting)
- Function as a member of a team and demonstrate relational competence (as applicable to the placement setting)
- Employ scholarly skills such as teaching and principles of scientific inquiry (as applicable to the placement setting)

Attitudes

Students who successfully complete this course will be able to:

- Demonstrate professionalism, responsibility, and accountability
- Demonstrate initiative and self-directed learning
- Promote the vision of the pharmacy profession

Grading

Course is credit/no credit.

Title	Weight	Date	Type
Placement Proposal Assignment	n/a	See description	Assignment
Midpoint Assessment	n/a	120 hours (see description)	Online Assessments
Final Assessment	n/a	240 hours (see description)	Online Assessments
CCP Assignment	n/a	Within 5 days after the end of the placement	Assignment
Post Course Evaluation	n/a	Within 5 days after the end of the placement	Online Evaluation

Additional Information about Assessments

Placement Proposal Assignment

Student responsibility:

- Using the template available in eClass, create a placement proposal (including a learning plan).
- Approximately 6 weeks prior to the placement start day, discuss your placement proposal with preceptor. Incorporate your preceptor's feedback to refine components.
- Submit your placement proposal to the course coordinator (via eClass) by the due date outlined below. The course coordinator may provide formative feedback. Once the placement proposal is approved by the coordinator, it will be issued a grade of "Complete".
 - Block 1 - December 12, 2023
 - Block 2 - January 16, 2024
 - Block 3 – Feb 27, 2024
 - Block 4 - April 17, 2024
 - Block 5 – May 29, 2024
 - Block 6 - July 17, 2024
 - Block 7 - Sept 4, 2024
 - Block 8 - Oct 2, 2024
 - For alternate placement dates, due date will correspond with the due date for the closest Block
- Provide preceptor with finalized placement proposal (with feedback incorporated from course coordinator) no later than 2 weeks prior to the placement start date.
- At the mid-point of the placement (120 hours), the student is to update part C of the placement proposal (learning plan) by completing the "Progress at Midpoint" column. The student may incorporate new goals or update/refine existing ones as appropriate. Once done, the student should share with his/her/their preceptor.
- At the end of the placement (240 hours), the student is to update part C of the placement proposal (learning plan) by completing the "Progress at Final" column. Once done, the student should share with his/her/their preceptor.
- The student must upload their completed learning plan (part C of the placement proposal) including the content added at midpoint and final into eClass no later than 5 calendar days after the end of the placement.

Midpoint Assessment

Midpoint Assessments

Preceptor responsibility:

- PHARM 515 Student Performance Assessment (A, B, or C) - Midpoint in Core ELMS (preceptor to complete and discuss with student)

Student responsibility:

- PHARM 515 Student Self Assessment (A, B, or C) in Core ELMS (student to complete and provide to preceptor)
- Student Evaluation of Preceptor and Site - Midpoint in CORE ELMS (student to complete and discuss with the preceptor)

Due Date:

- End of 120 hours

Final Assessment

Final Assessment:

Preceptor Responsibility

- PHARM 515 Student Performance Assessment (A, B, or C)- Final in Core ELMS (preceptor to complete and discuss with student)
- Preceptor will assign a placement grade of pass/fail

Student Responsibility

- Student Evaluation of Preceptor and Site - Final in Core ELMS (student to complete and discuss with the preceptor)

Due Date:

- End of 240 hours

CCP Assignment

Participation in CCP Assignment

Student Responsibility:

- Students are required to contribute to their continuing competence portfolio through appropriate documentation of an important learning experience in Pharm 515. Students holding a clinical pharmacist license in Alberta should ensure a learning record and implementation record is completed in their ACP CCP. The document used as evidence of implementation must be uploaded to eClass within 5 calendar days of the end of the placement. Students that hold licensure in a jurisdiction other than Alberta may complete a record of learning/implementation for that jurisdiction if they prefer. A copy or evidence of learning must be uploaded to eClass.

Due Date:

- Within 5 calendar days of the end of the placement

Post Course Evaluation

Students are required to complete the "Post Course Evaluation" in CORE within 5 days of the end of the placement. This online form is intended for quality assurance purposes. Information from the post course evaluation is NOT shared with preceptors.

Letter Grading

As per University policy (see [Evaluations Procedures and Grading System of the University Calendar](#)), final grade assessment will be based on consideration of absolute achievement and relative performance in the class.

Sample evaluation information

Details of the student assessments can be found in eClass

Course Schedule

Other information and exceptions:

This course is offered in the Winter, Spring/Summer, and Fall terms. It may be repeated once as an elective. Students must register for the course in the term that the placement is scheduled to occur in accordance with University Policies outlined in the Calendar.

This 240 hour placement can be completed in a PPP program placement block or with alternate dates that are mutually agreed upon between the student, preceptor, and course coordinator. The PPP Program Placement Blocks are as follows:

Winter	Block 1	January 8 to February 16
	Block 2	February 19 to March 29
Spring	Block 3	April 8 to May 17
	Block 4	May 20 to June 28
Summer	Block 5	July 1 to August 9
	Block 6	August 12 to September 20
Fall	Block 7	September 23 to November 1
	Block 8	November 4 to December 13

Modified Dates: An alternate schedule of 240 hours is permitted if approved by the preceptor and the course coordinator. The scheduled must be finalized in advance of the placement and must be appropriate to optimize learning. Schedules that do not align with the placement site hours of work or do not allow the learner or preceptor adequate breaks will not be approved.

NOTE: Students enrolled in PharmD seminar courses (Pharm 505, 525, 535, or 545) are expected to be

away from the placement site to attend mandatory synchronous sessions as applicable.

Placement Selection and Scheduling:

- Students are encouraged to identify a preceptor and site that aligns with their educational interests within the scope of pharmacy. The course coordinator will be available to students for consultation during this process.
- Although not a requirement, students may wish to finalize the placement dates of their PHARM 515 placement(s) (mandatory electives) prior to matching their other experiential courses. This allows students more awareness of scheduling limitations during the match process for PHARM 511, 512, 513, or 514. Additional timeline recommendations for scheduling a PHARM 515 placement can be found in eClass.
- Students are required to be self-aware of possible conflicts of interest when organizing a PHARM 515 placement site. Students should choose a placement site and preceptor that fosters an unbiased and constructive learning environment.
- The course coordinator will make available to students a list of potential PHARM 515 placements where the site has already met the Experiential Education requirements (such as an established Student Placement Agreement) AND the preceptors have confirmed interest and availability for precepting. This list is referred to as the "Pharm515 Opportunities List". It is available on eClass and is updated continually based on changes in student capacity.
- The preceptor and student will determine the placement dates based on preceptor availability and what is mutually agreeable between student and preceptor. Placement dates can align with the Program Placement Blocks or may have an alternate schedule. In most cases, students complete PHARM 515 with a "full time" regular schedule of 240 hours evenly distributed over 6 weeks. To clarify "full time", this would align with the preceptor and site's regular hours of work and would ensure the student has 2 days off from placement each week. Students that wish to complete the 240 hour course using an alternate schedule must consult with the course coordinator. An alternate schedule is subject to approval by the course coordinator and preceptor. Proposed placement schedules that do not align with the placement hours of work and/or do not facilitate optimal student learning will **not** be approved.
- If the student confirms a placement from the "Pharm 515 Opportunities List" he/she must complete the google form available on eClass to prompt scheduling of the placement by the course coordinator in CORE Elms. The placement must be mutually agreeable between the student and preceptor prior to finalizing and the course coordinator may consult with the preceptor to confirm the arrangement. Within the google form, the student will be asked to provide the following details:
 - Preceptor name, contact information, and placement site
 - Description of the placement activities if the preceptor did not provide a site description
 - Placement dates
 - Indicate the placement block or proposed modified schedule. If modified schedule, please indicate the start and end dates, days/hours in placement and any mid placement breaks.
 - Conflict of Interest declaration
 - Declare any actual or potential conflict of interest and mitigating factors
 - Netcare requirements
 - Acknowledgement of intent to review the "Preparing for your Pharm 515 Projects - Reminders for Pharm 505C/545" presentation and complete the quiz.
- If the student wishes to schedule a Pharm515 that is not part of the "Pharm515 Opportunities

List" it will be considered a "Student Initiated Placement" (SIP) and is subject to the requirements of the Student Initiated Placement procedures (available on eClass).

- Students enrolled in PHARM 505C or 545 are provided with excused absence time from the placement for the required synchronous components of the course. Please refer to PHARM 505C or 545 syllabus for exact dates/times.
- Students are reminded to limit other commitments during their Pharm 515 placement. It is important to be mindful that this is a 6 credit experiential education course with expectations to be engaged in many placement site activities. Although some preceptors may provide flexibility and/or independence, students are expected to be fully engaged in their learning. Pharm 515 is **not** a self-directed studies course or a self-paced research course.

Note. *The above schedule and procedures in this course are subject to change in the event of extenuating circumstances.*

Note: *The course schedule is subject to change.*

Additional Teaching Information

Course Prerequisites

- Prerequisites: PHARM 501 or 521 or with Faculty consent.
- Students must be licensed as a clinical pharmacist
 - with the Alberta College of Pharmacy (ACP) for placements in Alberta with direct patient care activities
 - in any Canadian jurisdiction for placements that are limited to non-direct patient care activities.
 - in the corresponding jurisdiction for placements outside of Alberta with direct patient care activities (example: if the patient care placement is in Toronto, a pharmacist license in Ontario is required)
- Course is restricted to PharmD for Practicing Pharmacists students

Other Course Requirements

Course requirements are listed below. For detailed information refer to the [PharmD for Practicing Pharmacists Experiential Education Manual](#) or the University Calendar at ([Faculty Regulations](#)). Requirements must be uploaded into CORE ELMS or presented to the program administrator as outlined in the [Summary of Requirements](#) posted in eClass. Requirements are monitored by the Faculty. All requirements must be provided at least 30 days before the start of the first placement (PHARM 511-515). Students who fail to provide the documentation outlined in the course requirements, will not be able to begin their placements as scheduled.

The requirements include:

- Police Information Check with Vulnerable Sector Check (original must be provided & copy

- retained)
- Proof of licensure
 - Proof of authorization to give injections
 - Proof of minimum of \$2 million in personal liability insurance
 - Up-to-date immunization record
 - Up-to-date N95 certification
 - Standard or Emergency First-Aid and Level C CPR
 - AHS Information & Privacy and IT Security & Compliance Training Module Certificate (if applicable)
 - AHS Informed Consent for Disclosure of Personal Information form (if applicable)
 - AHS Student Orientation Modules (if applicable)
 - AHS Drugs and Alcohol Policy/Procedure (2 documents and survey) (if applicable)

NOTE that some placement sites may require proof of vaccination for COVID-19 as a requirement for learning at their site and interacting with patients under their care. Students must meet all site specific requirements prior to placement.

Grading

Course is credit/no credit.

Preceptors will complete student performance assessments in Core ELMS. Preceptors will base their assessments on observation of the student, discussion and debriefing with the student, feedback from other healthcare team members and/or patients, as well as quality of placement activities and assignments.

Preceptors will assign a placement grade and the Course Coordinator will assign a final course grade based on the preceptor assessments and the completion of all other course requirements.

Additional Information about Assessments

The outcomes assessed for PHARM 515 are variable based on the type of placement:

- A. Direct Patient Care ("Pharm 515 Student Performance Assessment Form A" available in eClass)
 - The PharmD student will be assessed on their ability to demonstrate proficiencies in outcomes of:
 - Professionalism (3)
 - Communication (2)
 - Scholar (3)
 - Care Provider (6)
 - Collaboration (1)
- B. Non-Direct Patient Care ("Pharm 515 Student Performance Assessment Form B" available in eClass)

- The PharmD student will be assessed on their ability to demonstrate proficiencies in outcomes of:
 - Professionalism (3)
 - Communication (2)
 - Scholar (4)
 - Collaboration (1)
 - Advocacy (1)

C. Combination of Direct Patient Care and Non-Direct Patient Care ("Pharm 515 Student Performance Assessment Form C" available in eClass)

- The PharmD student will be assessed on their ability to demonstrate proficiencies in outcomes of:
 - Professionalism (3)
 - Communication (2)
 - Scholar (3)
 - Care Provider (5)
 - Collaboration (1)

For each outcome, the preceptor will provide a rating from the following scale:

- Exceeds an Acceptable Level of Performance
- Meets an Acceptable Level of Performance
- Needs Improvement to Reach an Acceptable Level of Performance
- Not Meeting an Acceptable Level of Performance

Section 5 of the [PharmD for Practicing Pharmacists Experiential Education Manual](#) has more information about assessment and evaluation including students at risk, placement mark, course grade and failed clinical placements. Please refer to this document for more details.

Assessment Points:

- 120 hours (midpoint), 240 hours (final).

Assessment Procedures

- Midpoint and Final - Pharm 515 Student Performance Assessment (Form A, B, or C).
 - The preceptor will complete the Pharm 515 Student Performance Assessment in Core ELMS at midpoint and final.
 - PDF versions of the assessments are available on eClass

- Midpoint and Final - Learning Plan (Part C of Placement Proposal) Review and Discussion
 - The student will review their learning plan and utilize their indicators of progress and self-reflection to identify if learning goals are being achieved. It is the student's responsibility to update the learning plan and discuss with the preceptor at both the midpoint and final assessment point.
 - The completed learning plan should be uploaded into eClass at the end of the placement (Final Assessment point ONLY)
 - The Course Coordinator may ask to view the learning plan or the entire placement proposal at any time during the placement.

Additional Information:

Other required materials (lab equipment, software, supplies, etc.)

Students are required to wear their Faculty identification at all times when they are in the practice environment. Students are required to have a lab coat and should be prepared to wear it while on placement.

Personal Computers

Students may be asked to bring personal lap tops to placement sites to use for non-patient care activities due to space limitations at the practice site.

eClass

Students must routinely access eClass (powered by Moodle) to obtain course information. The Experiential Education Manual and supplementary material will be posted on eClass and CORE Elms. Supplementary material includes assignment descriptions, checklists or other resources. Students must upload required assignments into eClass.

Core ELMS

Students must complete relevant placement and course evaluations in CORE Elms.

Netcare

Students must explore the need for Netcare with their preceptor at least 2 months prior to the start of the placement. Please note that access to Netcare may be restricted or unavailable for non-direct patient care activities. Procedures for accessing Netcare for placements is detailed in the PharmD for Practicing Pharmacists Experiential Education Manual.

Email Communications

Students are expected to frequently check their ualberta email accounts while enrolled in the program. **Failure to receive or read University communications sent to the University e-mail address (including via eClass Announcements) in a timely manner** does not absolve students and applicants from knowing, responding to or complying with the content of that communication.

University/FoPPS Policies

Plagiarism and Cheating: The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the Code of Student Behaviour; www.governance.ualberta.ca

Audio or video recording, digital or otherwise, of lectures, labs, seminars or any other teaching environment by students is allowed only with the prior written consent of the instructor or as a part of an approved accommodation plan. Student or instructor content, created and/or used within the context of the course is to be used solely for personal study and is not to be used or distributed for any other purpose without prior written consent from the content author(s). Policy about course outlines can be found in [Course Requirements, Evaluation Procedures and Grading](#) of the University Calendar.

Territorial Acknowledgement: The University of Alberta acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our vibrant community. L'Université de l'Alberta reconnaît qu'elle est située sur les terres du Traité 6 et respecte les histoires, les langues et les cultures des Premières Nations, des Métis, des Inuits et de tous les peuples autochtones du Canada, dont la présence continue d'enrichir notre communauté si vivante.

Pharmacy Code of Professionalism: Students are expected to abide by the Faculty's Pharmacy Code of Professionalism at all times. Lapses in professional conduct may result in the issuing of a Professional Accountability Form. If issued, these forms will be kept on student records for 2 years.

[Accessibility Resources and Accommodations](#)

Students requiring accommodations must seek to register with [Academic Success Center](#) at the beginning of each academic term. Accessibility Resources will work with the FoPPS (Office of Student Services) to determine the nature of any accommodation that will be granted. Once approved, Accessibility Resources will provide students and the Faculty with a "Letter of Accommodation". FoPPS Assessment Services will schedule meetings with students who have approved accommodations within the first month of the term to discuss individual requirements and will share these requirements with primary and/or lab instructors.

Equity, Diversity and Inclusivity

The Faculty of Pharmacy and Pharmaceutical Sciences is committed to providing an environment of equity and respect for all people within the university community, and to educating faculty, staff, and students in developing teaching and learning contexts that are welcoming to all. The faculty recommends that staff and students use inclusive language to create a classroom atmosphere in which students' experiences and views are treated with equal respect and value in relation to their gender, racial background, sexual orientation, and ethnic backgrounds. In order to create a thoughtful and respectful community, you are encouraged to use gender-neutral or gender-inclusive language and to become more sensitive to the impact of devaluing language. We are working to build a community in which human rights are respected, and equity and inclusion are embedded in all areas of academic, work and campus life.

