

PGY1 Community-Based Pharmacy Residency Successful Completion checklist

Documents will be uploaded to Pharmacademic and/or resident G: drive folder (slide deck, final drafts, certificates of completion, etc). Progress will be assessed, adjusted, and discussed during quarterly development plan meetings. These are the *minimum* requirements for completion; residents may be assigned additional projects, presentations, etc based on interest or need for further development.

Area	Requirement	Qty	Comments	Progress			
				Q1	Q2	Q3	Q4
Orientation	OH Pharmacist License	1	Date: ; License #:				
	Basic Life Support (BLS) Certificate	1	Exp:				
	Immunization certificate	1					
	CITI & CGP Human Research Certificate	2					
	Orientation Checklist Submitted to RPD	1	EPIC/WAMB training & policies/procedures				
	Initial self-reflection & entering-interests form	1	In Pharmacademic				
Community Service	Community outreach events	4	Update quarterly via resident monthly report				
Staffing	Completion of weekend and holiday staffing requirement	16	14 Saturdays and 2 Cleveland-clinic recognized holidays				
Monthly Report	Email completed report to RPD by the 7 th of each month	12					
Practice Advancement Projects (R2)	Large Project (R2)						
	Protocol Defense	1					
	IRB approval	1					
	Results (final presentation)	1					
	Manuscript final draft submitted to PI	1	Date: Anticipated Journal:				
	Minor project with business plan for a new or enhanced service (R2.1.2, R2.1.6)	1	MUE, pipeline forecast, clinical program development/enhancement/analysis, cost or budget analysis				
Drug class review, monograph, treatment guideline, treatment protocol, utilization management criteria, and/or order set. (R.1.4.2)	2	Drug monograph or formulary utilization criteria (EHP)					
Conference attendance	ASHP Midyear (December)	1					
	Ohio Pharmacist's Association (April)	1	Poster or platform presentation of large project				
Precepting (R4)	Completion of NEOMED Teaching Certificate (TLC)	1	Upload certificate of completion				
	Precept IPPE/APPE topic discussion	2	Upload notes/handouts				
	Conduct formative student rotation evaluations	1	Upload copies of written evaluations				
	Co-precept student rotation	1	Focus month:				

Teaching & Education (R4)	DI Center Journal Club	1				
	Resident Conference (OBJ 4.1.1 & 4.1.3) <ul style="list-style-type: none"> • CE: Guideline/Disease state review • 	1 1	Audience: Audience:			
	Seminar (OBJ 4.1.3 & 4.1.4)	1	Title:			
	Ambulatory Care monthly (OBJ 4.1.3) <ul style="list-style-type: none"> • • 	2	Audience: primary care pharmacists, residents, and students			
	Written education to patients/community (i.e. handout, brochure, AVS smart phrase; audience should be population, not a single patient)	1				
	Written education to <u>healthcare professionals</u> <ul style="list-style-type: none"> • 	1	Audience:			
Patient Notes/ documentation	De-identified patient care notes: <ul style="list-style-type: none"> • Anticoagulation • Primary Care • Community Pharmacy • Specialty: New Patient Enrollment • HIV Ambulatory Care • Transitions of Care • Ambulatory Care Elective 	2 4 2 2 2 4 2	Goal: display ongoing care of the same patient			
	Final self-reflection	1	Upload to Pharmacademic			
	Submit exit interview to RPD	1				
	All Pharmacademic evaluations submitted/cosigned		Date:			
	Phone, laptop, chargers returned to Mandy		Date			
	Competency Area R1 % Achieved for residency (ACHR)	100%				
	Objectives ACHR (%)	80%				