



Introduction

The purpose of the Institutional IPPE is to introduce pharmacy students to the fundamentals of pharmacy practice in the hospital pharmacy setting. The course is a combination of didactic and experiential learning. The experiential component includes observation, application of current learnings, and feedback and assessment between the student, the preceptor, and others at the practice site.

Through the Institutional IPPE, pharmacy students will become familiar with the fundamentals of pharmacy practice in the institutional (hospital) pharmacy setting. Educational outcomes for the IPPE can be classified in the domains of The Practice of Pharmacy and Communication and Professional Behavior. These address basic skills and knowledge that help integrate classroom instruction into pharmacy practice and prepare the student for their Advanced Pharmacy Practice Experiences (APPEs) offered through the pharmacy curriculum.

Students will have completed their second professional year of Pharmacy School, which includes didactic coursework, lab, and time with Community Teachers. Students are required to complete classroom and rotation assignments, along with two major projects.

Pharmacy students must be registered with the Minnesota Board of Pharmacy as an intern in order to participate in Phar 7345.

Class Meeting Times and Locations:

Monday, March 20 - 10:10 am-12:05pm: Room Moos 1-450 / 165 LSci

Wednesday, April 12 - 8:00 am-9:55am: Room WDH 7-135 / 165 LSci

Monday, May 1st from 8:00 am-9:55am: Room Moos 1-450 / 165 LSci

Rotation Blocks - note that assignments are listed by the block of your IPPE rotation!

IPPE Block	Start	End
1	5/22/17	6/09/17
2	6/12/17	6/30/17
3	7/3/17	7/21/17
4	7/24/17	8/11/17

Students must complete 120 hours regardless of University holidays. Students do not need to be on-site the day of the Holiday.

University Holidays & College Events 2017-2018

Monday, May 29, University Holiday – Memorial Day

Tuesday, July 4, University Holiday – Independence Day

Course Team Contact Information

Course Director – Twin Cities

Christene Jolowsky, MS, RPh, FASHP
5-110 Weaver-Densford Hall
612.625.0077
jolow001@umn.edu

Course Director – Duluth

Heather Blue PharmD BCPS BCGP
1110 Kirby Dr
218.726.6016
hblue@d.umn.edu

Office of Experiential Education Logistics Contact:

Michelle Smoody
smood001@umn.edu

Course Coordinator:

Works in conjunction with course faculty, department staff, and teaching assistants for successful implementation of course.

Natasha Turner
612.625.4621
naturner@umn.edu

Teaching Assistants:

Phuong Lam lamqu001@d.umn.edu
Katie Kissel kiss0098@d.umn.edu

Moodle Site

A Moodle site serves as a central location for the course. It will serve to provide course information, connect students through discussion forums, describe assignments, and be the place to submit certain assignments.

Course Web Site: <https://moodle.umn.edu/>

A variety of reference materials about hospital pharmacy practice topics, in addition to the textbook information, are posted on the course Moodle site. You can use these materials to prepare yourself for your IPPE experience by understanding your hospital pharmacy experiences and knowledge, and reviewing information to help in any areas of knowledge deficit.

Site evaluations and student rotation evaluations are managed through the E*value program

Course Textbooks:

Sorie, Mate M. *Maximize Your Rotations: ASHP's Student Guide to IPPEs, APPEs, and Beyond*. Bethesda: American Society of Health-System Pharmacists. 2013.

Introduction to Hospital and Health-System Pharmacy Practice, Handbook of Institutional Pharmacy Practice. Holdford, DA, Brown, TR. American Society of Health-System Pharmacists. 2010.

Learning Objectives: What you should be able to do at the end of your IPPE

By the end of the Institutional Introductory Pharmacy Practice Experience, under the supervision of the preceptor, the student should be able to meet the following objectives:

Objective 1: Student Demonstrates Knowledge of the Medication Use and Distribution System

Description: Evaluates orders for indication, effectiveness, safety, convenience, and efficiency using patient-specific data and drug information; accurately prepares and dispenses medications.

Objective 2: Student Demonstrates Knowledge of the Distribution Workflow for Medication Orders –

Student understands use and applications of the medication administration records, bar-coding, automated systems, controlled substance distribution, storage, and movement of medication through the institution.

Objective 3: Student Demonstrates Knowledge of Compounding Parenteral and Non-Parenteral Products –

Student is familiar with USP 795/797, understands storage requirements for compounded products, the use of technology in preparation of compounded products, & displays proper techniques

Objective 4: Student Demonstrates Knowledge of Factors Affecting Patient Safety in the Institutional Setting –

Student understands policies and procedures that create a culture of medication safety for patients, including appropriate channels for documenting and reporting new, unusual, or severe medication events.

Objective 5: Understanding of Various Transitions of Care in the Institutional Setting –

Student understands how patients transition through medication reconciliation, admission, unit to unit transfers, and discharge

Objective 6: Student Understands the Professional and Administrative Activities –

Student is familiar with the hospital formulary process, policies of auto-substitution of medications, committee involvement in hospital operations, how drugs are purchased and controlled through inventory

Objective 7: Student Displays Appropriate Professional Behavior and Work Ethic– Practices timeliness, professional appearance and personal hygiene. Displays respectful communication skills and attitude to patients and staff.

Projects: Completion of Medication Safety Project and Medication Tracer Project; Safety Project Report

Assessment and Overview of Activities and Assignments

In-Class Discussion/Attendance/ Activities	Class date	Possible pts
Introduction Discussion/Attendance	March 20, 2017	S, S-, U
Safety Seminar Discussion/Attendance	April 12, 2017	S, S-, U
Community Assignment Discussion/Attendance	May 1, 2017	S, S-, U
Activities and Assignments	Final due date	Possible pts
IHI Modules (PS 104, PS 201, PS 202)	April 11, 2017	S, S-, U
Preceptor Introduction Letter	April 22, 2017	S, S-, U
Compose five personal learning objectives	April 22, 2017	S, S-, U
IPPE Exploration Activity	April 27, 2017	S, S-, U

Assignments/ Assessments during the IPPE-II Rotation	Final due date	Possible pts
Moodle Forum introductory post (icebreaker)	Wed. of rotation week 1	S, S-, U
Weekly Moodle Forum post with two response posts	Posts due Thu week 1 Responses due Mon week 2	S, S-, U
Weekly Moodle Forum post with two response posts Share draft of Medication Tracer Project with Preceptor	Posts due Thu week 2 Responses due Mon week 3	S, S-, U
Weekly Moodle Forum post with two response posts	Posts due Thu week 3 Responses due Mon week 4	S, S-, U
Complete IPPE preceptor/site evaluation in E-Value	Fri of week 3	S, N
Safety Project evaluated by Preceptor	Fri of week 3	Rot eval
Medication Tracer Project (Moodle and Fall PD3 lab)	Sunday after rotation	S, N
Summary Report of the Safety Project and the products of the project (handout, presentation, etc.) into Moodle	Friday week after end of rotation	S, S-, U
Successful completion of IPPE objectives, evaluation from preceptor (input by preceptor – see below)	End of rotation (preceptor evaluates in e*Value)	S, I, N
Learning Reflection Activity (Moodle)	Due Fri, week after rotation	S, S-, U
IPPE exam (Moodle)	Within 2 weeks post experience	75% to pass (S), < 75%: U

This course will be graded S/N. Ratings will be S, S-, or U unless stated otherwise. S will be awarded for complete, quality and on time work. S- or a U may be assigned for less than complete submissions or late submissions. Regardless of timing, students must submit all required assignments. Assignments grades will be evaluated in Moodle at the end of the rotation. Course grades will not be posted until the end of the semester/ after all students' assignments are due. Remediation, if any, will take place after this time.

Statement on Penalties for Late Work

Students may earn a maximum grade of S- for late Moodle posts, and will receive a U if posted later than 24 hours from assigned time. Late coursework submissions will receive a U for submissions after the due dates/ time. Students must complete all IPPE (spring) coursework prior to proceeding to IPPE rotation. Not completing coursework successfully may result in delayed or cancelled rotations.

Final Grade: There are 15 grading opportunities in this course, in addition to evaluations that are due. Late work penalties are described above	
S	0 - 3 S-; No U grade
N	4 or more S-; OR 1 or more U grades; OR any N grades

Statement on Extra Credit: Extra credit is not an option in this course.

Preceptor Evaluation of the Student/ On site requirements

The student's grade in the course consists of the didactic portions, weekly assignments on rotations and performance on site. Students must complete all components satisfactorily in order to pass the class.

At the end the IPPE rotation, the preceptor will evaluate the student based on the student's completion of the IPPE outcomes, based on EPA statements. They must receive an "S" designation on each assessment area to successfully pass the IPPE. Preceptors should discuss student progress towards achieving each outcome with the student throughout the IPPE experience.

Students complete a **Patient Safety Project** during the rotation, as determined with the preceptor. The Project must receive an "S" designation for the student to successfully pass the IPPE. The Project deliverable and a related report need to be posted in Moodle, for final grading. The student will also complete a **Medication Tracer Project**. This should be shared with the preceptor, but it is not evaluated by the preceptor.

The following grading system related to the experiential rotation portion will be used:

S: indicates that the student has completed all of the required work of the IPPE satisfactorily

I: indicates either:

- a) The student did not complete all of the work (including time) and, in the preceptor's assessment, there is a reasonable expectation that the student can complete the work
- b) The evaluation was not received by the Office of Experiential Education.

N: indicates a failing grade. The student did not successfully complete the work of the introductory practice experience.

Academic Performance

Each IPPE counts as one course for the purposes of academic standing. Students who earn an N will be placed on probation.

Procedures for students who receive an Incomplete (I) or Failing Grade (N):

The student receiving an incomplete for any reason a) will be provided with written instructions as well as a timetable from their preceptor as to how the incomplete will be changed to a passing grade. This must be developed with and approved by the Office of Experiential Education (OEE) and the Course Directors. The preceptor will inform the OEE when the introductory pharmacy practice experience has been completed. The student receiving an incomplete (I) for any reason b) will receive a grade as soon as possible after the completed evaluation is turned in to the OEE.

Students who fail to pass IPPE experiences will be (1) referred to the Academic Standing Committee for a review of records and (2) will be required to repeat the IPPE course.

Students receiving an N grade are required to meet with the Experiential Director and will be responsible for completing remediation. submit and complete a plan for remediation of the components not successfully passes, prior to completing additional pharmacy practice experiences.

[University of Minnesota and College of Pharmacy Policy Reference \(Centralized Syllabus\)](#)

[This page includes all required UMN and CoP policies, e.g., Academic Freedom; Copyright; Course Evaluations; Disability Accommodations; FERPA, etc.]