

## **Preceptor Criteria and Development Strategy for the VAMC Martinsburg PGY1 Pharmacy Practice Residency**

### **PURPOSE:**

To outline how the VAMC Martinsburg residency program director will determine if prospective residency preceptors meet the standards set forth by this residency program and/or the ASHP Residency Learning System (RLS)

To establish the policies and procedures for preceptor development and improvement in accordance with the ASHP accreditation standards for PGY1 Residency Programs.

To define strategies for ongoing preceptor program improvement and to define a plan of action to ensure a high level of competency for all pharmacists involved in precepting the PGY1 pharmacy residents.

### **POLICY:**

The VAMC Martinsburg Pharmacy Residency Program will set forth preceptor criteria and maintain preceptor development and improvement in accordance with American Society of Health-Systems Pharmacists (ASHP) standards.

### **RESPONSIBILITY:**

The residency program director (RPD) is responsible to select residency preceptors based on standards set forth and reassess preceptors for continued adherence to these standards.

The residency program director (RPD) is responsible for providing preceptors with the opportunity for development of precepting skills. It is the responsibility of each individual preceptor to participate in opportunities offered.

### **PROCEDURES:**

1. The Residency Program Director evaluates potential preceptors and re-evaluates current preceptors based on the ASHP Accreditation Standard for PGY1 Pharmacy Practice Residency Programs established in Principle 5.0:

5.7 Preceptors are licensed pharmacists, have completed an ASHP-accredited residency, and have a minimum of one year of pharmacy practice experience. Alternatively, preceptors who are licensed pharmacists but have not completed an ASHP-accredited PGY1 residency are able to demonstrate mastery of knowledge, skills, attitudes, and abilities expected of one who has completed a PGY1 residency and have a minimum of three years of pharmacy practice experience.

5.8 Preceptors have training and experience in the area of pharmacy practice for which they serve as preceptors, maintain continuity-of-practice in that area, and practice in that area at the time residents are being trained.

5.9 Each preceptor has a record of contribution and commitment to pharmacy practice characterized by a minimum of four of the following:

- Record of improvements in and contributions to the respective area of advanced pharmacy practice.
- Appointments to appropriate drug policy and other committees of the department/organization.
- Formal recognition by peers as a model
- A sustained record of contributing to the total body of knowledge in pharmacy practice through publications in professional journals and /or presentations at professional meetings.
- Serves regularly as a reviewer of contributed papers or manuscripts submitted for publication.

- Demonstrated leadership in advancing professional organizations at the local, state, and national levels.
- Demonstrated effectiveness in teaching.

5.10 Preceptors demonstrate desire and aptitude for teaching that includes all of the following:

- Mastery of the four preceptor roles fulfilled when teaching clinical problem solving (Direct instruction, modeling, coaching, facilitating).
- The ability to provide criteria-based feedback and evaluation of resident performance
- Pursuit of continued refinement of their teaching skills.

5.11 If non-pharmacist preceptors are utilized, all of the following conditions are met:

- The learning experiences in which they are utilized occur in later stages of the residency when evaluations conducted at the end of previous learning experiences reflect readiness to practice independently, the RPD and preceptors agree that the resident is ready for independent practice, and the main role of the preceptor is to facilitate resident learning experiences.
- A pharmacist works closely with the non-pharmacist preceptor to select the educational goals and objectives and participates actively in the criteria-based evaluation of the resident's performance.

2. The ASHP Accreditation Standard for PGY1 Pharmacy Practice Residency Programs established in Principle 4.3 that a residency program should undergo continual program evaluation and improvement.

- a. RPD evaluates potential preceptors based on their desire to teach and their aptitude for teaching (as differentiated from formal didactic instruction).

The RPD shall evaluate the current preceptor list annually to determine if listed preceptors maintain the desire and aptitude to precept residents. Desire will be determined based on subjective information and evaluations from current residents involved with each preceptor. Aptitude is based on each preceptor's current privileging status with the hospital (active license, etc.), meeting of criteria set forth in the ASHP Accreditation Standard for PGY1 Pharmacy Practice Residency Programs established in Principle 5.0, along with participation in preceptor development activities and evaluation of preceptors from current and previous residents. The RPD has the authority to add or remove preceptors from the preceptor list at any time at his/her discretion.

- b. RPD provides preceptors with opportunities to enhance their teaching skills.

It is the responsibility of the RPD to determine which activities will be offered for preceptor development. For presentations, or other group educational activities, preceptors will be required to sign in to the program, remain for the entire program, and complete all the necessary activities for credit. For suggested personal activities (articles, online seminars, etc.), the honors system will be used. The RPD should provide at least one activity per residency year.

- c. RPD utilizes a plan for improving the quality of preceptor instruction based on an assessment of residents, written evaluation of preceptor performance and other sources.

The RPD will use the recommended forms from the RLS to evaluate resident performance, preceptor performance, and overall rotation experience. Any issues identified by the RPD in any of these evaluations will be addressed by the RPD with the included parties. Any issues brought to the RPD's attention in addition to official evaluations will be handled in the same manner.

- d. At least annually, the RPD will consider overall program changes based on evaluations, observations, and other information.

Per section a., the RPD will review the current preceptor list at least annually. The RPD will conduct an exit interview with each resident upon separation from the program. Any information received from this interview, along with information received from evaluations, observations, and other sources will be considered by the RPD for potential program changes. Issues regarding preceptor performance, rotation dissatisfaction, etc. will be discussed with the involved parties by the RPD. The RPD may add or remove preceptors or rotations from the program at any time at his/her discretion.

### **ACTION:**

The VAMC Martinsburg residency program will provide activities, opportunities, and resources for preceptor development and improvement.

#### 1. Required activities:

- New preceptor orientation (new preceptor orientation will occur when a new clinical pharmacist is ready to take residents on rotation, or when new clinical pharmacy specialists are hired.)
  - Preceptor assessment (Ability to meet preceptor criteria) will be done during pharmacist position interviews and during orientation.
  - Overview of the PGY1 Residency (i.e., goals, structure, policies, resident responsibilities, preceptor responsibilities)
  - Introduction to ResiTrak®
  - Introduction to RLS
- All pharmacists are required to maintain ACPE accredited C.E. units sufficient to satisfy state licensure.
- A total of 40 VA approved education hours must be completed yearly, 20 of those hours must be patient safety hours. (ie. Infection control, suicide prevention, fire safety, anticoagulation, etc).
- Residency Advisory Board Meeting (Quarterly).
- Residency Interviews.
- Addressing any deficiencies in preceptor performance and ensuring appropriate training is received to correct deficiencies.
- Keeping up with the current literature topics relevant to improving precepting, mentoring and teaching skills.
- Ongoing self-evaluation of their own preceptor skills by listening to the feedback they receive from the residents, other preceptors and the RPD.
- Actively seeking out training for self-improvement in their precepting skills.
- Documenting their preceptor development training on an annual basis.

#### 2. Encouraged activities:

- Participating in and facilitating informal preceptor development discussions at scheduled residency advisory board meetings (i.e. generational gap presentation, leadership presentation, pharmacy topic video, presentation of clinical pearls, book reviews).
- Attending local, state, and national programs and bringing information back to share with other preceptors.
- Participating in training offered by affiliated colleges of pharmacy on preceptor development issues.
- Actively pursuing scholarship activities in a variety of areas, such as formal presentations, participating as a journal reviewer, writing and submitting publications, performing research.
- Preceptors are encouraged to acquire board certification, fellow status, etc. for formal recognition by peers as a model practitioner.

### 3. Helpful Links:

Pharmacist Letter Preceptor Home: <http://www.pharmacistsletter.com>

Board of Pharmaceutical Specialties Certification provides certification in 5 areas of pharmacy: nuclear, nutrition support, oncology, pharmacotherapy, and psychiatric: [www.bpsweb.org](http://www.bpsweb.org)

American Society of Health Systems Pharmacist (ASHP): [www.ashp.org](http://www.ashp.org)

American College of Clinical Pharmacy (ACCP): [www.accp.com](http://www.accp.com)

American Pharmaceutical Association (APhA): <http://www.pharmacist.com>

American Society of Consultant Pharmacists (ASCP): <http://www.ascp.com/index.cfm>

APhA reviewers for Pharmacy Today:

<http://www.pharmacist.com/AM/Template.cfm?Section=Home&TEMPLATE=/CM/HTMLDisplay.cfm&CONTENTID=14288>

ASHP Midyear Clinical Meeting Poster Abstract Reviewer. Forms must be received by June 1 in order to be considered for the December MCM. <http://www.ashp.org/DocLibrary/PosterReviewerForm.aspx>

AJHP Reviewer: [http://ajhp.msubmit.net/cgi-bin/main.plex?form\\_type=display\\_rev\\_instructions](http://ajhp.msubmit.net/cgi-bin/main.plex?form_type=display_rev_instructions)

### **REFERENCE:**

ASHP Accreditation Standard for Postgraduate Year One (PGY1) Pharmacy Residency Programs. Accessible at: [http://www.ashp.org/s\\_ashp/docs/files/RTP\\_PGY1AccredStandard.pdf](http://www.ashp.org/s_ashp/docs/files/RTP_PGY1AccredStandard.pdf)