

PGY1 - Resident:

Updated: 4/13/22

Appendix: Residency Checklist

REQUIREMENTS FOR SUCCESSFUL COMPLETION OF THE PROGRAM:

Completed/ Sign off by RPD/Designee	Title	Goal (possible subject to change)	Actual Completion Date
	Orientation (4 week block rotation)	July 31st	
	Successfully complete both clinic and college/university orientation programs with FL licensure	By September 30th	
	New/Existing Service Business Plan – Topic Selection	July 31st	
	Continuous Quality Improvement (CQI) - Topic Selection	July 31st	
	Major Research Project – Topic Selection	July 31st	
	Journal Club #1 Topic: Audience: Preceptors, pharmacy students	Wednesday, September 15 th	
	Health Education Topic: Audience: Patients and Caregivers	Discretion of the Ambulatory Care preceptor	
	Disease State Topic Topic Audience: Clinical Staff (nurse, providers, and pharmacist)	Discretion of the Ambulatory Care preceptor	
	“Hot Topic” Presentation Topic: Select a topic of choice Audience: Clinical Staff (nurse, providers, and pharmacist)	Tuesday, November 23 rd	
	Attend ASHP Midyear Clinical Meeting	December 6 th – 10 th	
	Midyear Presentation (at Midyear) - Major Research project	December 6 th – 10 th (TBD)	
	Midyear Pearls Presentation Topic: Resident Select a topic	Tuesday, February 22 nd	
	Journal Club #2 Topic: Resident Select a topic Audience: Providers and Pharmacists	Thursday, March 10 th	

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	ACPE CE Credit Presentation Topic: Resident Select a topic	Discretion of Ambulatory Care Preceptor	
	Journal Club #3 Topic: Audience: All clinical staff/students/providers/pharmacists	Tuesday, June 14 th	
	New/Existing Service Business Plan (Implementation and Evaluation)	By the end of residency year	
	Major Research Project – Implementation and Evaluation	By the end of residency year	
	Continuous Quality Improvement (CQI) -Implementation and Evaluation	By the end of residency year	
	Classroom lecture or small group facilitation (Fall semester)	Fall Semester (Discretion of the Academic rotation preceptor	
	Classroom lecture or small group facilitation (Spring semester)	Discretion of the Academic rotation preceptor	
	Co-precept or precept at least 2 pharmacy students	By the end of residency year	
	Immunizations (complete at least 4 types of shots are required): <ul style="list-style-type: none"> ○ Administer IM vaccinations (e.g. Hep A, Hep B, meningococcal, HPV, influenza, pneumonia, shingles) ○ Administer 50 flu vaccines ○ Administer 8 Shingrix vaccines ○ Administer Covid vaccines ○ Administer 8 pneumococcal vaccines where applicable ○ Administer 4 tetanus vaccines (Td or Tdap) where applicable 	By the end of residency year	
	Health fair (organize and complete at least 1)	Discretion of Ambulatory care preceptor/RPD	
	Health and Wellness (Complete at least 3 independently)	By the end of residency year	

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	Effectively utilize JCPP PPCP in Disease state management (Complete at least 5 disease states independently)	By the end of residency year	
	Effectively utilize JCPP PPCP in Medication Therapy management (document a minimum of 30 patient interventions per quarter independently)	By the end of residency year	
	Effectively utilize JCPP PPCP in Transition of care and Medication Reconciliation (document a minimum of 30 patient interventions per quarter independently)	By the end of residency year	
	Serve as a volunteer in a state or a national professional organization such as ASHP or APhA	Ongoing throughout residency	
	Submission of manuscript for publication	By the end of residency year	
	Completion of all required elements of a research project (see residency manual)	By the end of residency year	
	Complete all 12 months of residency program, including all required experiences	By the end of residency year	
	Achievement of ASHP/FAMU CoPPS, IPH-CHNWF required educational competencies, goals, and objectives -Completes all learning experiences -Completes all required evaluations in PharmAcademic -Required to achieve 80% of program competencies, goals, and objectives by June 30 th -No outstanding "needs improvement"	By the end of residency year	
	Complete required service/staffing requirements	Ongoing all year, completion by June 30 th	
	Complete and receive acceptable performance on all evaluations	Ongoing all year, completion by June 30 th	
	Schedule and attend quarterly performance evaluation meetings with RPD/RPC	Ongoing all year, completion by June 30 th	
	Complete monthly Duty hours tracking attestation form	Ongoing all year, completion	

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	Complete the final self-evaluation form	By the end of the residency year	
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