

# Preceptor Newsletter Aug 2017

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OFFICE OF PROFESSIONAL PHARMACY EDUCATION

## School of Pharmacy News

### Clinical and Affiliate Faculty Appointment

The school would like to say “thank you” to our volunteer preceptors, and one way we can do it is to appoint qualified preceptors to our Clinical and Affiliate Faculty (CAF). In addition to a faculty title, a faculty appointment will allow you access to our electronic Health Sciences library.

- For more information on the CAF appointment criteria: Click [here](#).
- If you would like to be considered for appointment: Click [here](#) for information on the CAF appointment process

### Experiential Education Updates

- **2017 UW School of Pharmacy Preceptor Survey**

UW SOP has partnered with American Association of Colleges of Pharmacy (AACP) and Accreditation Council for Pharmacy Education (ACPE) to administer this Pharmacy Preceptor survey. Preceptors who have precepted a UW SOP student within the last 3 years should have received an email with the survey link. The survey should take 15-20 minutes to complete. We value your feedback and input as the results will help us make improvement in our program.

- **NEW Preceptor Portal: COMING SOON!**

We are excited to share the following changes on our new preceptor portal:

- ✓ **Access:** Preceptors will log in with their email address and preceptor PIN (not the site PIN)
- ✓ **Navigation:** After log in, preceptor can select to view
  1. Preceptor Profile and Continuing Professional Development
  2. Site information and Student Pharmacist Evaluations

# We Found you!

**Jennifer Chang**

Great! We found you in our database.

① **Your Preceptor Profile and Continuing Professional Development**

In order to access and edit your personal information, please click this link for your [Preceptor Profile](#).

② **Site Information and Student Pharmacist Evaluations**

In order to access information about your site or to evaluate a student pharmacist, please click on one of the links below to identify the specific site. If there is only one link, simply click that site.

Site	Site Currently Open for Introductory Experiences (1-3rd Year Clerkships)	Site Currently Open for Advanced Experiences (4th Year Clerkships)
<a href="#">Weber's House of Prescriptions</a>	Yes	Yes

✓ **APPE Student Evaluation:** After selecting the site, click on link to evaluate APPE students

## Advanced Pharmacy Practice Experience (APPE)



[View Information about your APPE Site](#)

[Quick entry link to evaluate your APPE students](#)

This is where you can find out what information is in our database about this APPE site.

You can also find out which students are assigned to this site this year, how to contact them, review their on-line résumés and submit an on-line evaluation.

[APPE Course Guide & Syllabus](#)

The new APPE student evaluation webpage includes:

1. Student assigned for each month with links to their resumes
2. Status of on-boarding/clinical passport
3. Midpoint Evaluation submission
4. Final Evaluation submission

**Assigned APPE Student Pharmacists Class of 2018.** Clicking on the "Evaluation" links will take you to the APPE student evaluation forms.

	Links to student résumés with email	Assigned Dates	Status of On-Boarding or Clinical Passport	Submit Mid Evaluation of Student	Submit Final Evaluation of Student
<b>July:</b>	<a href="#">Doe, John</a>	07/03/17 – 07/28/17	<a href="#">Doe, John</a>	<a href="#">Mid Evaluation of Doe, John</a> Evaluation Done	<a href="#">Final Evaluation of Doe, John</a> Evaluation Done
	<a href="#">Doe, John</a>	07/03/17 – 07/28/17	<a href="#">Doe, John</a>	<a href="#">Mid Evaluation of Doe, John</a> Evaluation Done	<a href="#">Final Evaluation of Doe, John</a> Evaluation Done
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<b>August:</b>	<a href="#">Doe, John</a>	08/07/17 – 09/01/17	<a href="#">Doe, John</a>	<a href="#">Mid Evaluation of Doe, John</a> Evaluation Done	<a href="#">Final Evaluation of Doe, John</a> Due: 09/01/2017
	<a href="#">Doe, John</a>	08/07/17 – 09/01/17	<a href="#">Doe, John</a>	<a href="#">Mid Evaluation of Doe, John</a> Evaluation Done	<a href="#">Final Evaluation of Doe, John</a> Due: 09/01/2017
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- **APPE Midpoint Evaluation: NEW requirement**

Starting next month, APPE Preceptors will be asked to complete a short midpoint evaluation (with 3 questions) for each APPE student to ensure the student is making satisfactory progress toward achieving learning goals and objectives and in his/her communication or behavior skills. Reminder emails will be sent to preceptors if midpoint evaluation is not completed by assigned due date.

## Preceptor Development

- **2017 APPE Preceptor Retreat on 9/21 and 9/26 – Register by Monday, September 11, 2017!**

*We are excited to invite all APPE Preceptors to join us for our upcoming APPE Preceptor Retreat! We are offering the same retreat on two separate dates (9/21 and 9/26) to accommodate preceptor schedules. The goal of this retreat is to share best practices and ideas on precepting APPE students. Registration is free but required for our preceptors. Click [here](#) for details and registration.*

- Included in this retreat are the following:

- ✓ Interactive Preceptor Workshops
- ✓ Preceptor Development CE Program (1.0 contact hour of ACPE-accredited CE)  
*Topic: **Preceptor Self-Assessment: Jump Start Continuing Professional Development***
- ✓ Luncheon hosted by UW SOP (The free luncheon will occur at the end of the program from 12:00-1:00 PM; please be sure to [register for lunch](#) as well)
- ✓ Complimentary on-site parking

- **UW SOP Preceptor Self-Assessment Tool and Results: Quality Improvement Project**

As part of the annual Preceptor Profile update last September, we asked our preceptors to complete the NEW 'Continuous Professional Development' (CPD) section in the Preceptor profile that included a short self-assessment. A total of 375 preceptors updated their preceptor profile and completed the self-assessment to identify improvement area and plan for change. Quantitative and qualitative analysis of the preceptor self-assessment tool data showed that the tool was effective in engaging the preceptors in CPD and helped identify major categories of preceptor improvement areas reported. Click [here](#) to see the project poster presented at this year AACP annual meeting outlining how the results helped improve our preceptor development program.

- **2017 UW SOP Annual Preceptor Profile Update: Self-Assessment and Continuing Professional Development (CPD)**

According to UW policy, individuals interested in continuing their clinical/affiliate faculty appointments must update his or her Preceptor Profile annually in preparation for the annual faculty review. Next month, we will be sending out reminder for preceptors to update your preceptor profile. We ask that you complete your self-assessment and use your reflection to help you identify opportunities for improving as a preceptor and develop a plan for change.

*Looking for preceptor development resources to help you improve as a preceptor?*

CEI Preceptor Development CE programs are available on our Preceptor portal:

CEI offers CE programs on various precepting topics including: feedback, learning styles, tailoring your teaching, etc...

Directions for access:

- Go to [UW SOP Preceptor portal](#)
- Log in with your SITE pin – see '**Preceptor Orientation and Development Opportunities**' at bottom of index page
- Directions for access can be found in the Preceptor portal

## Share Your Ideas!

**Future Newsletter Topics** – Have an idea for future newsletter item or would like to contribute content?  
Email [pharmdee@uw.edu](mailto:pharmdee@uw.edu)

## Contact Us

### Our Experiential Education Team:

[Contact us](#) for questions about IPPEs, APPEs, or general information on Experiential Education

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