



Concepts in Pharmacy Practice – 30:725:329

Spring 2015

Wednesday 8:55-9:50 Hill 114

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Concepts in Pharmacy Practice is a 1-credit course designed to provide students with an introduction to principles encountered in the ambulatory care and hospital practice settings. The purpose of this course is to prepare students with the fundamental information needed to assure their success on the Introductory Pharmacy Practice Experience (IPPE) rotations.

Course Objectives:

Following completion of the course, the student will:

- Perform calculations to compound, dispense, and administer medications, including calculation of rate of IV drug administration
- Calculate or convert drug concentrations, ratio strengths, and drug dose conversions
- Manage medication use systems through the ability to apply patient- and population-specific data, quality improvement strategies, medication safety and error reduction programs, and research processes to minimize drug misadventures and optimize patient outcomes
- Assess and interpret patient pharmacy benefits and interact with third-party payers
- Become a self-directed and life-long learner
- Provide pharmaceutical care in accordance with legal, ethical, social, economic, and professional guidelines
- Act as an advocate to advance the profession of pharmacy
- Demonstrate awareness of key issues in healthcare
- Act with honesty and integrity in professional relationships
- Maintain professional competence

Professionalism:

- Professional behavior is expected of all students enrolled in this course
- Tardiness (lateness) to class, talking or sleeping during class, using electronic devices such as phones, or disruptive/rude behavior will not be tolerated and may result in removal from class

Academic Integrity:

Students are required to be familiar with the university's Policy on Academic Integrity (see <http://ctaar.rutgers.edu/integrity/policy.html>). Violation of academic integrity is a separable offense under the University Code of Student Conduct. Violations of academic integrity occurring during exams will be either level three or four violations. The recommended sanction for level three violations is

suspension from the university for one or more terms with a notation of "academic disciplinary suspension" placed on the student's transcript for the period of suspension and a failing grade in the course. The recommended sanction for level four violations is expulsion from the university and a permanent notation on the student's transcript. Any student who is aware of academic misconduct by another student is obligated to notify a faculty member; failure to do so is also a violation of the Policy on Academic Integrity. Any violations of academic integrity relating to this course will be handled by the student disciplinary process as outlined in the University Code of Student Conduct.

Examinations:

- Students are expected to arrive on time for examinations. Students will **NOT** be allowed admittance to an exam after any other student has completed the exam and left the exam room. This will be considered an unexcused absence.
- You **MUST** contact one of the course coordinators **prior to the start of the exam** in order to be excused for an exam. Students notifying the course coordinators of an exam absence **after the exam** will not be permitted to take a make up exam, absolutely no exceptions. If you are excused from an exam, see make up policy for more details.
- A seating chart will be used for exams.
- Students must leave coats, book bags, and other belongings at the front or back of the examination room. The only items allowed on the desk are those that are essential to completion of the exam. Other than the examination itself, papers of any kind are **NOT** allowed on the desk.
- Students must be prepared to present picture identification (e.g., driver's license, Rutgers student ID) if requested by proctors during exam and/or practical.
- A student may be moved to a different seat at any time during the exam at the discretion of the proctors.
- Students who want to keep track of the time during an exam should wear a watch. Exam proctors will also provide periodic updates on the time remaining. Cellular phones and personal digital assistants (PDAs) are **NOT** acceptable timepieces and will not be allowed on the desk.
- Programmable calculators or PDAs may **NOT** be used during an exam. The exam proctors reserve the right to inspect and remove any calculator that they feel may give a student an unfair advantage.
- Students wearing baseball caps or similar hats with lids must turn the hat around so that the lid does not cover the eyes.
- For multiple-choice questions, students must **NOT** write their answers in big block letters in the margin of the exam.
- Students must refrain from talking from the time they enter the examination room until they have left the room **AND** are out of hearing range. Talking about the exam outside of the room is unacceptable at any time.
- If you are cheating on an exam, you will be given a zero and disciplinary action will be taken.

Make-up Policy:

All students excused from an exam will have a cumulative make up exam at the end of the semester during finals week. The exam can be multiple choice, true/false, fill in the blank, open-ended, or any other format the faculty chooses.

Course Grade Distribution:

	Percentage of Final Grade (%)
Midterm exam	35
Final exam	35
Math review assignment*	15
Initial reflection*	10
Curriculum vitae*	5
Total	100

Final grades** will be assigned as follows:

100-90	A
89.9-86	B+
85.9-80	B
79.9-76	C+
75.9-70	C
69.9-60	D
< 60	F

*Assignments must be submitted on time. **ABSOLUTELY NO EXCUSES WILL BE ACCEPTED FOR LATE ASSIGNMENTS** including religious holidays, illnesses, etc. Students will be given ample time to submit assignments online prior to their due date and are encouraged to not wait until the last minute for submission to minimize the risk of technical difficulties impeding assignment completion.

**No rounding will be done on final grades.

Office Hours:

- Available by appointment, email Dr. Bridgeman at mary.bridgeman@pharmacy.rutgers.edu, Dr. Brunetti at brunetti@pharmacy.rutgers.edu, or Dr. Moreau at smoreau@pharmacy.rutgers.edu.
- Office hours will be set after each exam to review your exam. If you cannot attend office hours, you must contact the course coordinators prior to office hours to schedule another time.
- A time period of two weeks will be allowed for students to review the grading of exams. No exceptions/grade changes will be made after two weeks.
- Please be aware that the grading keys for the exams are standardized, and changes cannot be made to the scoring of the key, instructor's comments, scoring, etc. during office hours. This would disrupt the integrity of the exam and its key.

Course Instructor Evaluations:

At the end of each faculty lecture or series of lectures provided by a faculty member, instructor evaluations will be available online to all students enrolled in the course. Your comments and feedback are greatly appreciated!

Website and Bulletin Board:

- To provide ease in communication between the students and faculty for the course, the course coordinators have set up a web page for the course at the following web address: <https://sakai.rutgers.edu/portal>.
- Students should check the site frequently, as there will be important announcements noted on the page.

- With the exception of the first lecture, students will be required to print the lecture handouts from the website. Handouts will **NOT** be provided in class.

The course coordinator reserves the right to change format, policy or sequence at his or her discretion and as circumstances may dictate. Any issues not specifically addressed in this syllabus will be resolved at the sole discretion of the course coordinators, Drs. Bridgeman, Brunetti, and Moreau.

Date	Topic	Instructor
January 21	Syllabus Review Introduction to Community/Ambulatory Pharmacy Practice	Lucio Volino
January 28	Third Party Prescription Plans	Dan Abazia
February 4	Portfolio Review & IPPE Rotation Requirements	Donna Feudo Janice Allunario
February 11	Controlled Substance Act & HIPAA	Alison Brophy
February 18	Prescription Drug Abuse	Douglas Collier
February 25	Drug Information Resources & Adverse Drug Events	Alison Brophy
End of Mid-Term Exam Material		
March 4	Managing Medication Errors	Mary Bridgeman
March 11	Mid – Term Exam	Course Faculty
March 11	Initial Reflection, Math Review, and Curriculum Vitae Assignments Available on Sakai	
March 18	Spring Break – OFF	--
March 25	Introduction to Hospital Pharmacy	Sandy Moreau
April 1	Intravenous Admixtures/Hazardous Materials	Mary Bridgeman
April 8	Pharmacy & Therapeutics Committee & Formulary Considerations	Sandy Moreau
April 15	Investigational New Drugs	Luigi Brunetti
End of Final Exam Material		
April 22	IPPE Community Rotation Orientation	Donna Feudo Janice Allunario
April 29	Final Exam	Course Faculty
April 29	Initial Reflection, Math Review, and Curriculum Vitae Assignments Due 5 pm	