Orienting Students to A New Practice Site

As the academic year 2009-2010 wraps up, students in the class of 2011 are eagerly anticipating the start of their first APE rotation cycles. This is a great time of year to assess what type of orientation materials and information you cover with rotation students at the start of each rotation cycle. In this column, we provide useful information you may want to define at the start of each cycle.

Although all APE students participated in an orientation session held at the school on May 13th, providing a comprehensive orientation to your practice site can prepare students for a fulfilling experience that meets both their goals and your expectations. Students appreciate the opportunity to become familiar with the operations of the practice site and the objectives of the rotation at the beginning of their rotation. Items that should be included in a site orientation include:

- Syllabus
- Objectives and expectations for the rotation
- Hours of the rotation
- Schedule of activities and due dates for projects
- Tour of the site, which should include where drug information resources are located, emergency procedures, parking and places to eat lunch
- Introduction to the computer system including order entry systems, automatic dispensing machines, clinical information systems, and online references

When orienting students, it is helpful to be very clear about expectations for performance so that they are aware of the consequences of their behavior, good or bad. Providing copies of grading forms for midpoint and final grades also helps to prepare them for projects and presentations.

Finally, remember that the first day at a new site can be overwhelming for students, so providing a hard copy of items reviewed during orientation (such as a syllabus) is a helpful tool that they can refer back to. A well-structured comprehensive orientation will set the stage for an enjoyable rotation experience for both preceptor and student alike.

Spotlight on the Experiential Staff: Marta Levitskiy

Marta Levitskiy is the Coordinator of Experiential Programs for the Ernest Mario School of Pharmacy, and is now in her fourth year in this position. She is in charge of organizing and coordinating all experiential rotations. When asked what she likes most about her position, working with students and helping them to get desired rotations was her response. She also enjoys the busy times of year when IPPE Community, IPPE Hospital and APPE rotations are being assigned and the students in their 4th professional year are preparing for graduation. Marta says she is always interested in hearing from students about their rotations.

Marta is always available to answer questions from preceptors—do not hesitate to call her! Any questions regarding PEMS access, evaluation forms, changes in availability, form requests, and affiliation agreements can be directed to Marta. In addition, anyone interested in becoming a new preceptor can contact her as well. On a personal note, Marta is an amateur photographer and enjoys traveling and scrapbooking. She owns a cat and bunny, who get along very well.

Marta may be reached by phone at: (732) 445-5215 ext. 417 or via email at marta.levitskiy@pharmacy.rutgers.edu.
Spotlight on Student Outreach: Medication Disposal

By Millie Rajyaguru, Pharm.D.
Class of 2010

Spring-cleaning is usually pretty easy. Chuck the old and broken and donate those extra clothes, but what happens when we get to the medicine cabinet? Which medications should we throw in the trash, in the toilet? What about syringes and devices that could be dangerous and where exactly will these toxic chemicals end up eventually?

Among all of their eclectic responsibilities, pharmacists dutifully decipher prescriptions, fill them, and counsel patients on how exactly to take their medications safely. What we do not consistently emphasize, however, is how to dispose of them. To address all of these questions, pharmacy students from Rutgers University Ernest Mario School of Pharmacy and the University of the Sciences in Philadelphia created a poster for National Patient Safety Week at Capital Health Regional Medical Center in Trenton, New Jersey.

Together, Ronak Amin, Katelyn Howell, and Millie Rajyaguru reached out to Trenton’s community by offering tips on safe medication disposal. On three separate days, on Fuld, Mercer, and Hamilton campuses, the three students portrayed the importance of crushing medications and disposing of them in the garbage as opposed to flushing them down the toilet, reminding patients that certain medications, including narcotics, may still be flushed. The traditional method of flushing all of these medications not only impacts our ecosystem, but may in fact end up right back in our very own drinking cups. The appropriate places and people to contact were distributed to promote safe disposal of all medications as well as other medical supplies.

The outreach project not only left the community more informed, but each patient also received a medication record keeper to ensure individuals taking multiple medications have an up to date record of their medications on hand at all times. To further promote adherence and compliance, the students gave each patient pill boxes to encourage taking responsibility for one’s own health.

By the end of the week, all three students effectively reach out to approximately 300 members of the Trenton community, promoting overall safe and effective health care management.

Preceptor Development Continuing Education Program

In appreciation of the time our preceptors spend with Rutgers students each rotation cycle, the Experiential Committee is planning on hosting a live preceptor development continuing education program this fall. Although the dates and details are currently in the works, we are planning a workshop-style day, covering useful topics such as student assessment and grading, strategies for becoming a good preceptor and dealing with difficult student situations. Additionally, as part of this preceptor training day, we intend on hosting small group discussions to allow our preceptors working in various practice settings to share their experiences, best practices for dealing with students, and network with colleagues. More information to follow soon!

Continuing Education Credits
Continuing education credits are sent out three times per year at the end of each semester. Preceptors are eligible for a maximum of 6 live credits in a biennial license renewal period. You will be sent your CE certificate automatically, you do not need to contact us to have it sent to you (unless you have a change in address). We do not send out credits after each rotation.

Grade submission
Grades should be submitted no later than one week after rotation completion, via fax (732-445-7553) or email to marta.levitskiy@pharmacy.rutgers.edu. Please be to provide students with a copy of evaluation forms before leaving the rotation site.
TO SUBMIT QUESTIONS OR COMMENTS FOR FUTURE NEWSLETTERS OR TO UPDATE YOUR CONTACT INFORMATION: (please mail (address on first page of newsletter) or fax this page: 732-445-7553)

NAME: ________________________________________________ (optional if prefer to submit anonymous question/comment)

Question or newsletter idea:

_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________
_________________________________________________________________________________________________

Updated Contact Information: please provide any changes below
New address: ____________________________________________
New phone: ___________________________ New fax: ___________________________
New email: ___________________________________________
New special information for your rotation (ie. requirements, primary contact, etc): ___________________________________________

Please provide names and contact info for any new or additional preceptors you wish us to contact:

_________________________________________________________________________________________________

IMPORTANT DATES FOR THE 2010 ACADEMIC YEAR

MAY 24  CYCLE 1 BEGINS
JUNE 25  END OF CYCLE 1, please submit grades by July 2
JUNE 28  CYCLE 2 BEGINS
JULY 30  END OF CYCLE 2, please submit grades by August 6
AUGUST 2  CYCLE 3 BEGINS
SEPTEMBER 3  END OF CYCLE 3, please submit grades by September 10
SEPTEMBER 7  CYCLE 4 BEGINS
OCTOBER 8  END OF CYCLE 4, please submit grades by October 15
OCTOBER 11  CYCLE 5 BEGINS
NOVEMBER 3  Tentative Community Interview Day
NOVEMBER 12  END OF CYCLE 5, please submit grades by November 19
NOVEMBER 15  CYCLE 6 BEGINS
NOVEMBER 25-26  THANKSGIVING HOLIDAY, STUDENTS OFF

DECEMBER 5-9  ASHP MIDYEAR CLINICAL MEETING—Students excused for 3 days if attending meeting. If neither you nor the students are attending, may complete rotation this week and end cycle 6 on December 17 (at your discretion).
NOTE: students are not excused from rotation the Friday before Midyear (Dec 3)

DECEMBER 22  END OF CYCLE 6 (if students and/or preceptors attend Midyear Dec 5-9)
DEC 20-JAN 2  WINTER BREAK—NO ROTATIONS

** Regarding holidays (i.e., Memorial Day, Fourth of July, Labor Day, etc.) students may not report to the rotation site at the discretion of the preceptors. Hours missed must be made up to acquire 200 hours needed for each rotation. **
Stay Tuned!

A new preceptor website is currently under construction. We hope to provide you with a new website link soon. In the interim, please visit the new Ernest Mario School of Pharmacy website at http://pharmacy.rutgers.edu/.