



AMERICAN SOCIETY OF HEALTH-SYSTEM PHARMACISTS

Pharmacists in health systems helping people make the best use of medications

ITINERARY GUIDELINES: PLANNING AN ACCREDITATION SURVEY OF A POSTGRADUATE YEAR TWO (PGY2) PHARMACY RESIDENCY

PLEASE NOTE: Surveys are conducted in the equivalent of two full working days and are broken down into four segments, as reflected below. Those surveys conducted in two consecutive calendar days usually begin at 9:00 a.m. on the first day and typically conclude by 4:00 p.m. on the second day; whereas, surveys conducted over three consecutive calendar days typically begin at 1:00 p.m. on the first day and conclude by 11:00 a.m. on the third day.

	<u>TIME ALLOCATION</u>
I. <u>FIRST SEGMENT</u>	
A. Courtesy call to the CEO.	10 minutes
B. General orientation to the pharmacy department and to the PGY2 pharmacy residency program with the director of pharmacy, the residency program director, and the PGY2 pharmacy resident(s).	180 minutes
II. <u>SECOND SEGMENT</u> (MAY BE SCHEDULED IN ANY ORDER)	
A. Tour of the pharmacy department, the PGY2 resident's practice environment, and any other areas of the practice site used for PGY2 residency training.	90 minutes
B. Interview with the chief of the corresponding medical specialty and the Chair, Pharmacy and Therapeutics Committee.	30 minutes
C. Interview with the PGY2 residency program director and preceptors.	60 minutes
D. Interview with the PGY2 pharmacy resident(s).	60 minutes
III. <u>THIRD SEGMENT</u> (MAY BE SCHEDULED IN ANY ORDER)	
A. Interview with others on the pharmacy staff who have a significant role in the residency program.	60 minutes
B. Interview with two physicians in the specialty clinics with whom the PGY2 pharmacy resident(s) interact regularly.	30 minutes
C. Interview with at least one nurse in the specialty clinic (a nurse practitioner, preferably) and a nurse administrator.	30 minutes
D. Interviews with other health professionals with whom the resident(s) have frequent interaction.	60 minutes
IV. <u>FOURTH SEGMENT</u>	
A. Surveyor's private conference.	60 minutes
B. Review of findings with the director of pharmacy and the residency program director.	60 minutes
C. Exit interview with the CEO.	30 minutes

Residents are invited and encouraged to participate in all segments of the accreditation survey process.