Before the Rotation
Questions to consider, preparing your site, documents and training needed

I. Consider the following questions before contacting school representatives to start a rotation:
   - Does my time allow me to precept students?
   - Will students receive a versatile experience at my site?
   - Will students have an opportunity to participate in diverse tasks?
   - Will students have projects to be involved with?
   - Will this site provide an opportunity for students to advance and increase knowledge base
   - Are pharmacy staff and other professionals receptive to having students here?
   - Will students have opportunities for direct patient care and contact?
   - Will students have access to medical library or electronic resources at my site?

II. Before you start a rotation at your site, make sure your site is prepared to receive students.
   - Talk with pharmacy staff and other medical professionals to get their input on having students.
   - Contact different healthcare specialists such as dialysis nurses, surgeons, infectious disease attendants, nutritionist to see if your students can spend a day or a few hours with them.
   - Ask staff and clinical pharmacists if your students can shadow them or if they have drug-information questions or projects that your students can be involved with.
   - Verify space requirements for students (specific per institution)

III. Contact pharmacy school director of experiential experience and submit your affiliation agreement, along with site description, and list of your personal credentials.

IV. Request CV/biography, licensures, immunization records from incoming students, conduct background checks (know how soon in advance this is needed)

V. Determine other students training needed (e.g. HIPAA, BLS)