

## 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)**