

PGY1 and PGY2 Standard Guidance Documents Summary of Changes November 2018

Minimal changes were recommended and approved in the September 2018 update to the Guidance Documents for PGY1 and PGY2 residency programs. Highlighted below are the sections and content that were changed (blue text indicates approved additions and red text indicates deletions). Always refer to the ASHP website for the most current and full Guidance Document versions for full details.

Standard 2.8 The certificate provided to residents who complete the program’s requirements must...

How it will be surveyed

Review of certificate for signatures and wording.

Candidate status programs must provide a draft of current certificate and also a draft of certificate to be issued once accreditation is conferred.

Standard 4.6 Pharmacist Preceptors’ Eligibility

Guidance

4.6.a-b are a critical factors (see Glossary for definition of “critical factor”).

Preceptor’s pharmacy practice experience is relevant to the practice setting in which the learning experience is conducted. If the preceptor has less than 3 years pharmacy practice experience that is relevant to the practice setting in which the learning experience is conducted, the preceptor must have a PGY2 residency in the same or similar advanced practice.

Standard 4.8 Preceptors’ Qualifications

Guidance

4.8.a-f are critical factors (see Glossary for definition of “critical factor”).

When a list of examples is included in the guidance sections for 4.8.a–f, at least one of the examples is demonstrated within the last five years unless otherwise noted.

Duration of accreditation will be impacted only if greater than 2/3rds of preceptors are not fully compliant with 4.8.

Standard 4.8.c. recognition in the area of pharmacy practice for which they serve as preceptors;

How it will be surveyed

- Review of academic and professional record form or PharmAcademic® review.
- Review of credentialing and privileging policy as applicable
- Review of materials used in credentialing and privileging process
- ~~Duration of accreditation will not be impacted by a partial compliance in this area unless greater than 30% of preceptors do not meet one criteria in 4.8c.~~

Standard 4.8.f. ongoing professionalism, including a personal commitment to advancing the profession.

How it will be surveyed

Review of Academic and Professional Record form or PharmAcademic® review

~~Duration of accreditation will not be impacted by a partial compliance in this area unless greater than 30% of preceptors do not meet one criteria in 4.8c.~~

Changes to the PGY1 and PGY2 Standard Guidance Documents was approved by the ASHP Board of Directors on September 28, 2018.

These changes replace the previous PGY1 and PGY2 Guidance Documents published in June 2018.

Summary of Changes document published to the ASHP website November 2018.

PGY1 and PGY2 Standard Guidance Documents Summary of Changes (from April 2018)

Several changes appeared in the April 2018 update to the Guidance Documents for PGY1 and PGY2 residency programs. Due to the volume of those changes, this portion is being maintained in this *Summary of Changes* document, to be used as a reminder of those changes and as a quick reference. The approved guidance changes from April of 2018 appear below in **bold, underlined text**. The old and new guidance sections with changes are presented side-by-side to highlight the changes. Always refer to the ASHP website for the most current and full Guidance Document versions for full details.

Key Changes in Standard 4.8c Guidance:

Recognition in the areas of pharmacy practice for which they serve as preceptors

<p>Old Guidance: A minimum of one example in this section must be addressed:</p> <ul style="list-style-type: none"> • Active BPS certification • Competency in practice area as determined by credentialing by the institution if applicable, or • Multidisciplinary certification in disease or patient care management recognized by the Council on Credentialing in Pharmacy • Formal recognition by peers as a model practitioner (e.g., professional fellow, recognition as pharmacists of the year, institutional service award winner); or multidisciplinary certification in disease or patient care management within the past seven years • Degrees or other structured training related to practice area precepted • Other recognition for service excellence within the institution 	<p>New Guidance: (Updated April 2018) Preceptors must have one of the following: Examples:</p> <ul style="list-style-type: none"> • BPS certification • <u>Fellow at a state or national level organization</u> • Multidisciplinary certification <ul style="list-style-type: none"> ○ <u>Validated certification that results from an exam and requires reaccreditation on a defined basis by the organization providing certification (i.e., not a one time certificate)</u> ○ <u>Pharmacy related certification recognized by Council on Credentialing in Pharmacy (CCP)</u> www.pharmacycredentialing.org/Files/CertificationPrograms.pdf <ul style="list-style-type: none"> ▪ <u>Other examples include: Certified Professional in Patient Safety (CPPS), Certified Diabetes Educator(CDE)</u> ○ <u>Exceptions to the list that do not meet this domain are ACLS, PALS, and BLS</u> • <u>Advanced degree beyond entry level pharmacy degree related to learning experience precepted (e.g., MBA, MHA)</u> • Formal recognition by peers as a model practitioner <ul style="list-style-type: none"> ○ <u>Pharmacist of the year-recognized at state, city or institutional level where only one individual is recognized</u> ○ <u>Patient care, quality, or teaching excellence–recognition at organization level (not internal to pharmacy department only) for an initiative that resulted in positive outcomes for all patients that either was operational, clinical or educational in nature)</u> • <u>Credentialing and privileging granted by the organization/practice/health system with ongoing process of evaluation and/or peer review</u>
<p>How it will be surveyed Review of Academic and Professional Record form or PharmAcademic® review¹</p>	<p>How it will be surveyed</p> <ul style="list-style-type: none"> • Review of academic and professional record form or PharmAcademic® review.¹ • <u>Review of credentialing and privileging policy as applicable</u> • <u>Review of materials used in credentialing and privileging process</u> • Duration of accreditation will not be impacted by a partial compliance in this area unless greater than 30% of preceptors do not meet one criteria in 4.8c. (omitted in August 2018 review)

¹Academic and Professional Record forms in PharmAcademic are not ready at this time and should not be used until further notification from ASHP and the McCreddie group.

Key Changes in Standard 4.8f Guidance:

Ongoing professionalism, including a personal commitment to advancing the profession

<p>Old Guidance: One of the following:</p> <ul style="list-style-type: none"> • serving as a reviewer (e.g., contributed papers, grants, or manuscripts; reviewing/submitting comments on draft standards/guidelines for professional organizations) • presentation/poster/publication co-author for pharmacy students or residents at a professional meeting (local, state, or national) • active service, beyond membership, in professional organizations at the local, state, and/or national level (e.g., leadership role, committee membership, volunteer work) • moderator or evaluator at regional residency conference or other professional meetings • routine in-service presentations to pharmacy staff or other professionals • faculty appointment or pharmacy student preceptor • pharmacy technician educator • completion of, enrollment in, or teaching in, a teaching certificate program • providing preceptor development topics at the site • professional consultation to other health care facilities or professional organizations • contributing to health and wellness in the community and/or organization through active participation in health fairs, public events, employee wellness promotion/disease prevention activities, consumer education classes, etc. • participates in research • publication of original research or review articles in peer-reviewed journals or chapters in textbooks • publication or presentation of case reports or clinical/scientific findings at local, regional, or national professional/scientific meetings or conferences 	<p>New Guidance: (Updated April 2018) At least 3 activities in the last 5 years:</p> <ul style="list-style-type: none"> • serving as a reviewer (e.g., contributed papers, grants, or manuscripts; reviewing/submitting comments on draft standards/guidelines for professional organizations) • <u>presentation/poster/publication in professional forums</u> • poster/presentation/project co-author for pharmacy students or residents at a professional meeting (local, state, or national) • active service, beyond membership, in professional organizations at the local, state, and/or national level (e.g., leadership role, committee membership, volunteer work) • <u>evaluator</u> at regional residency conferences or other professional meeting (REMOVED: moderator) • routine in-service presentations to pharmacy staff or other professionals • <u>primary preceptor for pharmacy students</u> • pharmacy technician educator • completion of, enrollment in, or teaching in, a teaching certificate program • <u>completion of a Teaching and Learning Program¹</u> • providing preceptor development topics at the site • professional consultation to other health care facilities or professional organizations (<u>e.g., invite thought leader for an outside organization, mock, or practitioner surveyor</u>) • contributing to health and wellness in the community and/or organization through active participation in health fairs, public events, employee wellness promotion/disease prevention activities, consumer education classes, etc. • participates in research • publication of original research or review articles in peer-reviewed journals or chapters in text books • publication or presentation of case reports or clinical/scientific findings at local, regional, or national professional/scientific meetings or conferences • <u>teaching of pharmacy students or other health professionals (e.g., classroom, laboratory, inservice)</u>
<p>How it will be surveyed Review of Academic and Professional Record form or PharmAcademic[®] review²</p>	<p>How it will be surveyed Review of Academic and Professional Record form or PharmAcademic[®] review² • Duration of accreditation will not be impacted by a partial compliance in this area unless greater than 30% of preceptors do not meet criteria in 4.8e² (omitted in August 2018 review)</p>

¹ Completion of a Teaching and Learning Program (only if completed within the last 5 years). *May be completed during residency. This now becomes a qualified activity for one accreditation cycle. The date of completion should be included on the APR form.

² Academic and Professional Record forms in PharmAcademic are not ready at this time and should not be used until further notification from ASHP and the McCreddie group.

³ **Critical Factor: [4.8a, b, c, d, e, f]** **only counts as one critical factor for the metric**

Key Changes to the Academic and Professional Record (APR) Form:

1. Recognition in the area of pharmacy practice for which you serve as a preceptor	
<p>Old APR Form</p> <ul style="list-style-type: none"> • Active BPS Certification(s) • Active Multidisciplinary Certification(s) • Fellow Status • Credential Status • Awards/Recognition • Additional Degrees related to practice area (e.g., MS, MBA, MHA) • Other certifications/traineeships related to practice area • Describe skills and experience that led to you being selected as a preceptor for the areas precepted 	<p>New April 2018 APR Form</p> <ul style="list-style-type: none"> • Active BPS Certification(s) <u>(type(s) and expiration date):</u> • Fellow Status <u>for a State or National Organization</u> • Active Multidisciplinary Certification(s) <u>recognized by the Council on Credentialing in Pharmacy (Exceptions: BLS, ACLS, PALS do not meet requirement) (type(s) and expiration date)</u> • <u>Credential/Privileging Granted by Organization (type(s) and expiration date)</u> • <u>Pharmacist of the Year Recognition at state/city/institutional level (list organization)(List date):</u> • <u>Recognition at organization level for patient care, quality, or teaching excellence (please describe type and date of recognition and the approximate number of recipients per year)</u> • Describe skills and experience that led to you being selected as a preceptor for the areas precepted
2. An established, active practice for which you serve as preceptor. (A minimum of one example in this section should have been demonstrated within the past 5 years)	
<p>An established, active practice for which you serve as preceptor. (A minimum of one example in this section should have been demonstrated within the past 5 years).</p> <ul style="list-style-type: none"> • Contribution to the development of clinical or operational policies/guidelines/protocols (Narrative) • Appointments to drug policy and other committees of the organization (e.g., practice setting, college of pharmacy) 	<p>An established, active practice for which you serve as preceptor. (A minimum of one example in this section should have been demonstrated within the past 5 years). <u>Items listed in the below areas must pertain to the learning experiences precepted. Include only examples of active practice after licensure and any residency training and include date of contribution/appointment</u></p> <ul style="list-style-type: none"> • Contribution to the development of clinical or operational policies/guidelines/protocols (Narrative) • Appointments to drug policy and other committees of the organization (e.g., practice setting, college of pharmacy)
3. Ongoing professionalism, including your personal commitment to advancing the profession	
<p>At a minimum one example in this section must be demonstrated in the past 5 years.</p> <ul style="list-style-type: none"> • Membership and Service in National, State, and/or Local Professional Associations • Publications, Presentations, Posters, Other Productions (Self or Co-Authored) within the past 5 years • Regular review of contributed papers, grants, or manuscripts submitted for publication within the past 5 years • Regular moderator or evaluator at a regional residency conference or other meetings, or similar roles within the past 5 years • Pharmacy Student/Technician/Staff/Healthcare Provider/Preceptor Development/Patient/Consumer Education Teaching Experience within the past 5 years • Faculty/Instructor Appointment • Teaching Certificate Program Sponsor and Date, if completed • Participation in Wellness Programs, Health Fairs, or other 	<p><u>At a minimum one example in three different sections must be demonstrated within the past 5 years – activities older than 5 years will not be considered. Only include examples after licensure and any residency training, except as noted below*</u></p> <ul style="list-style-type: none"> • <u>Primary Preceptor for Pharmacy Students (do not include residency preceptorship)</u> <ul style="list-style-type: none"> ○ <u>Learning Experience Precepted/Number of Student Learning Experiences Precepted Per Year/Most Recent Year served as a Preceptor</u> • <u>Routine In-services or Presentations to Pharmacy Staff/Other Health Professionals at Organization</u> • <u>Service (beyond membership) in National, State, and/or Local Professional Associations</u> • <u>Presentations or Posters at a Local/Regional/National Professional Meeting (co-authored posters with students/residents is acceptable)</u> • <u>Completion of a Teaching and Learning Program</u>

<p>Disease Prevention Programs</p> <ul style="list-style-type: none"> • Other Service to the Health Care Organization(s) or Academic Institution(s) (Narrative) 	<p><u>(only if completed within the last 5 years). *May be completed during residency.</u></p> <ul style="list-style-type: none"> • <u>Providing Preceptor Development Topics at the site</u> • <u>Pharmacy Student/Technician Student/Healthcare Student Classroom/Lab Teaching Experiences</u> • <u>Evaluator at a state/regional residency conference, poster evaluator at a professional meeting, or evaluator at other local/regional/state/national meetings (REMOVED-moderator)</u> • <u>Publications in Peer-Reviewed Journals/Chapters in textbooks</u> • <u>Reviewer of contributed papers, grants, or manuscripts. Includes reviewing/submitting comments on draft standards/guidelines for professional organizations (do not include review of posters/presentations/publications authored by staff/residents within your organization).</u> • <u>Reviewer of contributed papers, grants, or manuscripts. Includes reviewing/submitting comments on draft standards/guidelines for professional organizations (do not include review of posters/presentations/publications authored by staff/residents within your organization).</u> • <u>Participant in Wellness Programs, Health Fairs, Consumer Education Classes, Volunteer at Free Clinics or other Disease Prevention Programs</u> • <u>Professional Consultation to Other Health Care Facilities or Professional Organizations (e.g. invited thought leader for an outside organization, mock surveyor, or practitioner surveyor)</u>
<p>How it will be surveyed Review of Academic and Professional Record form or PharmAcademic® review¹</p>	<p>How it will be surveyed</p> <ul style="list-style-type: none"> • <u>Duration of accreditation will not be impacted by a partial compliance in this area unless greater than 30% of preceptors do not meet criteria in 4.8c²</u>

¹Academic and Professional Record forms in PharmAcademic are not ready at this time and should not be used until further notification from ASHP and the McCreddie group.

²**Critical Factor: [4.8a, b, c, d, e, f]** **only counts as one critical factor for the metric.**

Changes to the PGY1 and PGY2 Standard Guidance Documents was approved by the ASHP Board of Directors on April 12, 2018.

These changes replace the previous PGY1 and PGY2 Guidance Documents published in November 2017.

Summary of Changes document published to the ASHP website June 2018.