

Preceptor's **Handbook** **FOR PHARMACISTS**

Third Edition

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Dedication



We dedicate this edition to those who have the passion to teach and give back to others; those who understand the importance of giving and educating the next generation of pharmacist practitioners.

Paulo Coelho in *The Witch of Portobello* has a great description of a teacher in the following quote: “What is a teacher? I’ll tell you: it isn’t someone who teaches something, but someone who inspires the student to give of his or her best in order to discover what they already know.”

We are especially thankful to those who were our first and most important teachers and have selflessly given to us throughout our lives: our late parents, Phyllis Ginsburg, and Celso and Matiana Cuéllar. We honor their memories by giving to others.

Contents

DEDICATION iii

FOREWORDvii

PREFACE..... ix

ACKNOWLEDGEMENTSxi

CONTRIBUTORSxii

CHAPTER 1: Precepting Fundamentals 1

 Steven L. Sheaffer, Christina E. DeRemer, and Nancy T. Yam

CHAPTER 2: Necessary Skills for Effective Preceptors.....X

 Kristina L. Butler, Rochelle M. Roberts, and Holly J. Phillips

CHAPTER 3: Successful Preceptor-Learner Relationships.....X

 Michael G. Liebl, Alex C. Varkey, and Jenny A. Van Amburgh

CHAPTER 4: Mentors.....X

 Debra S. Devereaux and David A. Zilz

CHAPTER 5: Goals of Experiential Education.....X

 Eric C. Kutscher and Dale E. English II

CHAPTER 6: Fundamentals of Experiential TeachingxX

 Tammy Cohen, Melanie A. Dodd, Dehuti A. Pandya, and Jason L. Trahan

CHAPTER 7: Administrative Aspects of PracticeX

 Stephen F. Eckel and Jason E. Glowczewski

CHAPTER 8: Precepting in New Practice ModelsX

 Jill True Robke, Kristy Brittain, and Samaneh T. Wilkinson

CHAPTER 9: Legal and Ethical Aspects of Practice.....X

 Robert L. Lamontagne and Diane B. Ginsburg

CHAPTER 10: Sociological Attributes of Pharmacy PracticeX

 Lourdes M. Cuéllar, Tanya M. Dougherty, and Marta A. Miyares

CHAPTER 11: Professionalism and Professional Socialization.....X

 Lea S. Eiland, Nishaminy Kasbekar, and John E. Murphy

CHAPTER 12: Partnerships with Schools.....X

 David F. Gregory, David D. Allen, Nicole J. Clark, and Bryna Delman Ewachiw

CHAPTER 13: Career Advising.....X

 Michael D. Sanborn and Scott E. Mambourg

CHAPTER 14: Pharmacy Residencies and FellowshipsX

 Tony Huke, Christine A. Hall, and Michelle W. McCarthy

INDEX.....X

Foreword

The role preceptors play in mentoring future generations of pharmacists is vital to patient care and to the future of our profession. The positive imprint that an exceptional preceptor, mentor, or teacher can make on students or residents at the point in their career when they are learning to apply the fundamentals of practice and developing their professional self-image is unmistakable.

Those of us who have been in practice for some time can recall that exceptional individual early in our education and training who provided us with ongoing mentoring, sage advice, and feedback. An individual that didn't just have us recite facts but pushed us to broaden our thinking and stretch the limits of our knowledge. This individual shaped our inner beings as professionals and it is his or her voice we still hear in the back of our minds as we seek solutions to complex problems.

Becoming a preceptor, with the ability to create a positive and lifelong impact on a young professional, requires diligence, preparation, and experience. Learning by doing is one part of becoming an exceptional preceptor, but applying contemporary best practices and structured methods derived from the most knowledgeable experts in the field is even more important.

Preceptors also benefit greatly from the knowledge gained from reverse mentoring, or learning from their students and residents. Therefore, the relationship between preceptor and student is clearly two-way and vital to the preceptor's ongoing effectiveness.

In this third edition of the *Preceptor's Handbook for Pharmacists*, Cuéllar and Ginsburg achieve an impressive feat by assembling some of the top leaders and preceptors in the profession of pharmacy and encapsulating their collective knowledge and experience into this concise and insightful text. I am confident that anyone who delves into this excellent resource will undoubtedly walk away with enhanced knowledge that can be immediately applied in his or her role as a preceptor. Most importantly, this handbook has the resources to help preceptors become that unique and memorable individual students will credit with shaping them as professionals and helping them be the best pharmacists they can for the patients they serve.

Paul W. Abramowitz, PharmD, ScD (Hon), FASHP
Chief Executive Officer
ASHP

Preface

If a teacher is indeed wise he does not bid you enter the house of his wisdom, but rather leads you to the threshold of your own mind.

Kahil Gibran

How do you measure the worth of the outstanding preceptors and mentors that have come into our lives? Each one of us demonstrates or exemplifies characteristics or skills that we learned along the path toward becoming the pharmacists we are today

We have been very fortunate to have significant influences in our lives that have guided our personal and professional development. These individuals contributed toward our development as pharmacist practitioners, educators, preceptors, mentors, and leaders within our profession. They taught us to focus on each of our patients, students, and residents individually; to listen actively and communicate with empathy, compassion, and understanding; and to be active participants of a multidisciplinary team.

Our mentors set the bar high, guided us through the learning process, and always provided positive, constructive feedback. They challenged us to look for innovative ways to change our practice for the betterment of our patients. By setting high standards, they set the example for us.

The need for proficient, energetic preceptors has never been greater. This new edition, like the previous editions, is designed to provide pharmacists with critical information about preceptor programs around the United States and to help preceptors design a dynamic and effective experiential program at their practice site. We have identified topics that we believe are important for preceptors at all levels and practice sites. We have added two new chapters to this edition, on administrative practice and precepting in new practice models. This book is meant to be comprehensive, and topics are organized by common areas of skills or proficiencies.

To be an effective preceptor, a pharmacist should exhibit clinical competency skills, possess excellent written and verbal communication skills, and also demonstrate humanistic skills, such as listening, compassion, empathy, and observation. We invited pharmacists from across the country and from different or unique practice programs to bring their expertise to this edition. The intent is for this book to be reflective on broad practice guidelines.

One of the greatest satisfactions for the pharmacist today is mentoring students, residents, and young practitioners. We are both still in contact with many of our former students and residents we have had the privilege to precept. It is difficult to express the pride and satisfaction one feels as learners you have mentored and precepted develop into outstanding professionals and clinicians.

How do you measure the worth of exemplary preceptors and mentors? You cannot. You thank them for their selfless contributions by practicing and enhancing the skills and training they provided. Most importantly, you pass these gifts on to the next generation of practitioners.

Lourdes M. Cuéllar

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Acknowledgments

Passion is defined as “extreme, compelling emotion; intense emotional drive or excitement.” When one decides to teach another, it is this emotion, this excitement about seeing others develop, that overcomes and satisfies this passion and encourages us to do more. To teach is to have passion and dedication for others, a selfless giving of your time and commitment. This passion is at the very core of what we do as individuals and professionally as practitioners.

When we began the first edition, we knew there were many who shared our same passion for teaching and developing others. Throughout the first and second editions we were fortunate to work with so many contributors who understood this passion. Anyone who has ever precepted a student knows the importance of giving back to the profession by assisting in the development of its future practitioners. This third edition brings new perspectives, as we welcome new authors to this handbook. We are truly grateful to all who have contributed and thank you for your leadership and commitment to the future of this profession. As with prior editions, we hope this text continues to be a valuable guide for those who are embarking on this aspect of their practice. There are few things more rewarding than knowing you have helped develop another pharmacist and perhaps added to the continuous, evolving practice of our profession.

We want to thank those who have impressed on us the importance of giving back—the many students and residents we have taught and mentored over the years. All of you have imparted many important lessons and are the reason we both actively teach today. All of you have touched our lives in immeasurable ways, and we are committed to those who will be teaching and leading practice in the future.

We want to thank our editors and staff at ASHP for their assistance with the publication of this third edition. We greatly appreciate your support, insight, and understanding of the need for this type of guide for practitioners.

In addition, we want to thank the true inspiration in our lives, our late parents, who instilled in each of us the importance of giving back and helping others. We were fortunate to have had such incredible role models in our lives. We honor their memory by giving to others.

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This section is being updated and corrected via emails sent to all contributors. We have received numerous corrections and all will be integrated.

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