

PGY1 Pharmacy Residency

Program Manual



Dignity Health - St. Joseph's Medical Center

1800 N California Ave

Stockton, CA

Mission:

Our mission is to provide high-quality healthcare, without discrimination, and contribute to the health and well-being of our community in an ethical, safe and fiscally prudent manner.

Table of Contents

| | |
|--|----|
| About St. Joseph's Medical Center | 3 |
| Mission, Vision, and Values | 3 |
| Campus and Medical Center Map | 4 |
| Pharmacy Services | 5 |
| Residency Program Purpose | 5 |
| Residency Program Structure | 5 |
| Requirements for Residency Participation | 8 |
| Requirements for Completion of Residency | 9 |
| Duty Hours | 10 |
| Evaluations | 11 |
| Acknowledgment Form | 12 |

About St. Joseph's Medical Center

For over a century, St. Joseph's Medical Center has been providing excellent care for all those in need in our community. Nationally recognized as a quality leader, Dignity Health St. Joseph's Medical Center is consistently chosen as the "most preferred hospital" by local consumers. Dignity Health St. Joseph's Medical Center is the largest hospital and one of the largest private employers in San Joaquin County.

St. Joseph's Medical Center is a 355 bed acute care hospital with an affiliation to St. Joseph's Behavioral Health Center, a 35 bed acute psychiatric hospital both serving a culturally diverse patient population. Our community based medical center provides cardiac procedures and regional cancer services. We serve as a major training site for pharmacy APPE pharmacy students for the oldest university of California, University of the Pacific.

Dignity Health St. Joseph's Medical Center is located in Stockton, CA. Stockton has a population of roughly 310,000 and is centrally located approximately 80 miles northeast of San Francisco and 45 miles south of Sacramento. It is located in the Delta of the San Joaquin Valley which offers numerous outdoor activities, shopping, and cultural experiences.

St. Joseph's Medical Center - Mission, Vision, and Values

Our Mission

St. Joseph's Medical Center, Dignity Health and our Sponsoring Congregations are committed to furthering the healing ministry of Jesus. We dedicate our resources to:

- Delivering compassionate, high-quality, affordable health services;
- Serving and advocating for our sisters and brothers who are poor and disenfranchised; and
- Partnering with others in the community to improve the quality of life.

Our Vision

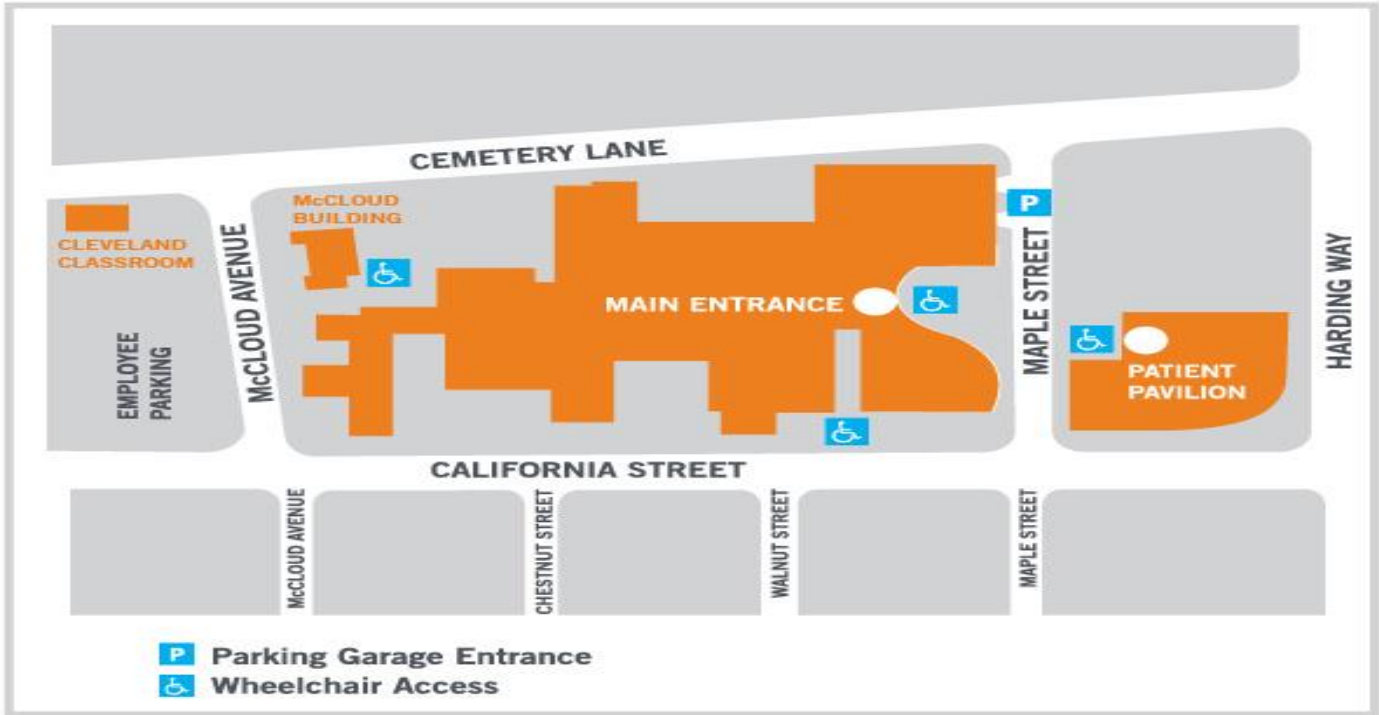
A vibrant, national health care system known for service, chosen for clinical excellence, standing in partnership with patients, employees and physicians to improve the health of all communities served.

Our Values

Dignity Health is committed to providing high-quality, affordable health care to the communities we serve. Above all else we value:

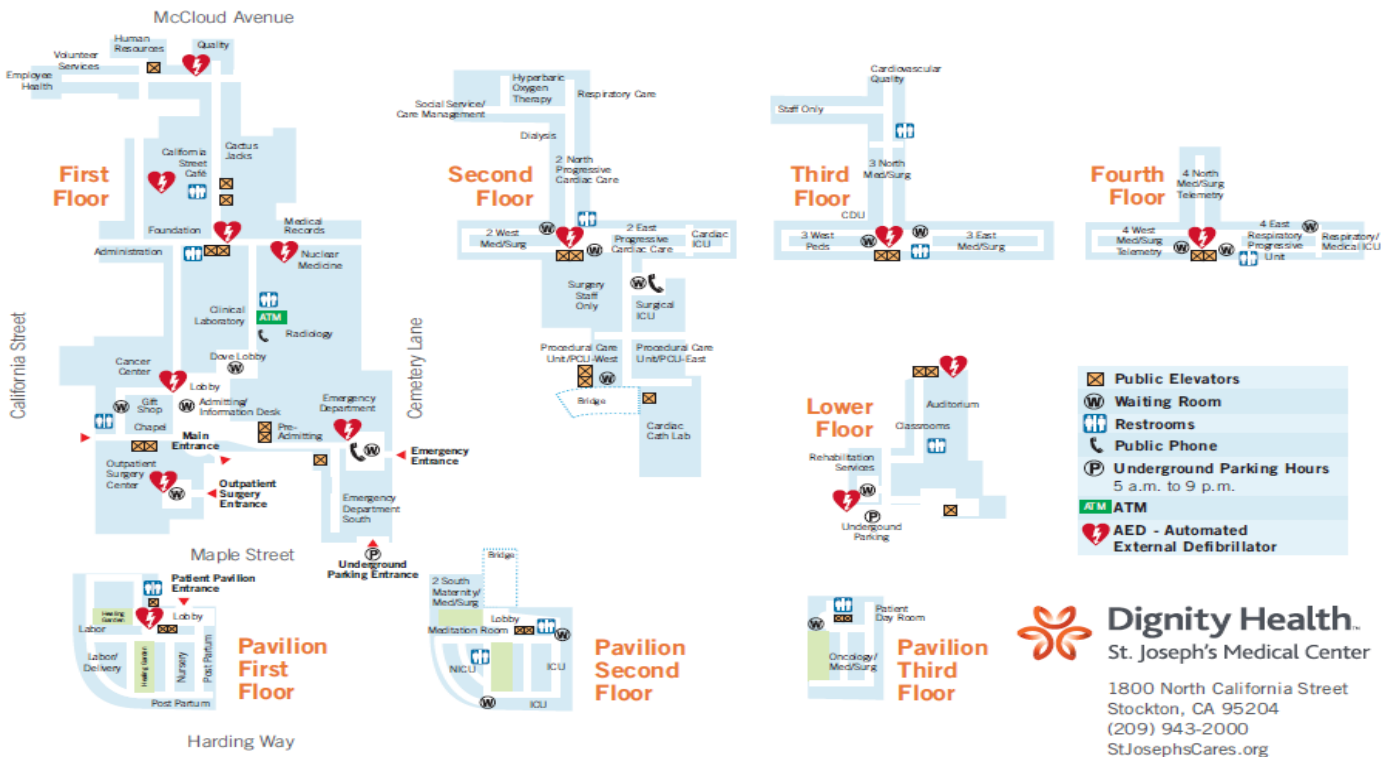
- **Dignity** - Respecting the inherent value and worth of each person.
- **Collaboration** - Working together with people who support common values and vision to achieve shared goals.
- **Justice** - Advocating for social change and acting in ways that promote respect for all persons and demonstrate compassion for our sisters and brothers who are powerless.
- **Stewardship** - Cultivating the resources entrusted to us to promote healing and wholeness.
- **Excellence** - Exceeding expectations through teamwork and innovation.

Campus Map



The employee parking lot on McCloud Ave. requires an employee badge for access. Additional employee parking is available across California Street with an entrance on Chestnut Street.

Map of the Medical Center



Pharmacy Services

The pharmacy services at St. Joseph's Medical Center are part of an integrated health system that offers comprehensive and progressive patient focused pharmaceutical care. The department consists of a central pharmacy and five decentralized clinical pharmacy locations within key areas of the Medical Center. The pharmacists provide a wide variety of pharmaceutical care to our patients. Under the direction of the medical staff, the pharmacists are active in a variety of pharmacist driven protocols, such as antimicrobial stewardship, pharmacokinetics, renal dosing, warfarin, parenteral nutrition, and IV-to-PO conversions. Ambulatory Care services include Behavioral Health Services, Chronic Disease Management, and Anticoagulation Services. Our mission is to provide high-quality healthcare, without discrimination, and contribute to the health and well-being of our communities in an ethical, safe and fiscally prudent manner.

Residency Program Purpose

The ASHP Accredited PGY1 Pharmacy Residency Program at St. Joseph's Medical Center is a twelve-month experiential learning process designed to give the resident comprehensive training in providing pharmaceutical care in an integrated health system. The purpose of the residency program is to build on Doctor of Pharmacy education and outcomes to contribute to the development of clinical pharmacists responsible for medication-related care of patients with wide range of conditions. Upon completion, residents will be eligible for board certification and postgraduate year two (PGY2) pharmacy residency training.

Residency Program Structure

The ASHP Accredited PGY1 Pharmacy Residency Program at St. Joseph's Medical Center is a twelve-month experiential learning process designed to give the resident comprehensive training in providing pharmaceutical care in an integrated health system. Since 1990, our residents have graduated making an impact in pharmacy practice in a variety of roles including Clinical Pharmacist, Clinical Pharmacy Management, Academia, Operations Pharmacy Management and even Clinical Informatics.

Unlike traditional residency programs consisting of 4 week rotations, St. Joseph's Medical Center provides 6 and 8 week learning experiences that blends core rotations with longitudinal rotations. A longer core rotation enhances the resident's learning experience by integrating multiple services within a single core offering a realistic learning opportunity teaching time management skills.

Residents will complete all of the required patient care rotations, longitudinal, and year-long rotations listed below. Each resident will also complete 2 elective rotations from the list below.

Required Patient Care Rotations:

- Cardiac Services (8 weeks)
- Emergency Services (8 weeks)
- Internal Medicine (8 weeks)
- Infectious Disease and Respiratory Care Services (8 weeks)
- Total Parenteral Nutrition (6 weeks)*
- Pharmacy Management (6 weeks)*

**TPN and Pharmacy Management occur concurrently during the same 6 week block*

Required Longitudinal Rotations (12 weeks each):

- Pharmacy & Therapeutics Committee
- Antimicrobial Stewardship
- Medication Safety
- Drug Information

Year-Long Rotations:

- Major Research Project
- Teaching Certificate
- Pharmacy Practice (which includes 4 week Pharmacy Practice Orientation and 48 week longitudinal experience)

Available Elective Rotations (4 to 6 weeks each):

- Emergency Medicine
- Critical Care
- Ambulatory Care
- Antimicrobial Stewardship
- Behavioral Health Services
- Oncology
- NICU/Pediatrics

Program Structure: Example Schedule

| Week | Resident #1 | Resident #2 | Resident #3 | Resident #4 | | | | | | | | | |
|------|------------------------------|------------------------------|-----------------------------|--|--|--|-----------------------------|---|-----------|-----------------------|--|----------------------------|--|
| 1 | Orientation | | | | | | | | | | | | |
| 2 | Orientation | | | | | | | | | | | | |
| 3 | Orientation | | | | | | | | | | | | |
| 4 | Orientation | | | | | | | | | | | | |
| 5 | Orientation | | | | | | | | | | | | |
| 6 | Core 1 Pharmacy Practice | Core 1 Pharmacy Practice | Core 1 Pharmacy Practice | Core 1 Pharmacy Practice | | | | | | | | | |
| 7 | | | | | Core 4 Infectious Disease and Respiratory Care Services | Longitudinal Rotation D P&T Committee | Core 3 Internal Medicine | Longitudinal Rotation C Drug Information | TPN AM | Pharmacy Mgmt - PM | Longitudinal Rotation A Antimicrobial Stewardship | Core 2 Cardiac Services | Longitudinal Rotation B Medication Safety |
| 8 | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | |
| 10 | Core 3 Internal Medicine | Core 6 Emergency Services | Core 2 Cardiac Services | Core 4 Infectious Disease and Respiratory Care Services | | | | | | | | | |
| 11 | | | | | | | | | | | | | |
| 12 | | | | | | | | | | | | | |
| 13 | Core 6 Emergency Services | TPN AM | Pharmacy Mgmt - PM | Core 4 Infectious Disease and Respiratory Care Services | | | | | | | | | |
| 14 | | | | | | | | | | | | | |
| 15 | | | | | | | | | | | | | |
| 16 | Core 6 Emergency Services | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | | | | | | | | | |
| 17 | | | | | | | | | | | | | |
| 18 | | | | | | | | | | | | | |
| 19 | TPN AM | Pharmacy Mgmt - PM | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 20 | | | | | | | | | | | | | |
| 21 | | | | | | | | | | | | | |
| 22 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 23 | | | | | | | | | | | | | |
| 24 | | | | | | | | | | | | | |
| 25 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 26 | | | | | | | | | | | | | |
| 27 | | | | | | | | | | | | | |
| 28 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 29 | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | |
| 31 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 32 | | | | | | | | | | | | | |
| 33 | | | | | | | | | | | | | |
| 34 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 35 | | | | | | | | | | | | | |
| 36 | | | | | | | | | | | | | |
| 37 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 38 | | | | | | | | | | | | | |
| 39 | | | | | | | | | | | | | |
| 40 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 41 | | | | | | | | | | | | | |
| 42 | | | | | | | | | | | | | |
| 43 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 44 | | | | | | | | | | | | | |
| 45 | | | | | | | | | | | | | |
| 46 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 47 | | | | | | | | | | | | | |
| 48 | | | | | | | | | | | | | |
| 49 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 50 | | | | | | | | | | | | | |
| 51 | | | | | | | | | | | | | |
| 52 | Core 2 Cardiac Services | Core 3 Internal Medicine | Core 3 Internal Medicine | Core 6 Emergency Services | | | | | | | | | |
| 51 | | | | | | | | | | | | | |
| 52 | | | | | | | | | | | | | |

Requirements for Residency Program Participation

- A. Residency candidates will be informed of the expected requirements for participation at the candidate's interview during the Match process.
- B. Following the match results the residency candidates will be sent a letter of acceptance by the residency program director (RPD) that also outlines the requirements for being hired as a resident at Dignity Health St. Joseph's Medical Center and requirements for residency participation and completion.
- C. The candidate must sign and return the letter of acceptance to the RPD by the designated date.
- D. Requirements for participation
 1. Residency candidates must be a graduate of an ACPE-accredited School of Pharmacy or one pursuing accreditation with a Doctor of Pharmacy degree.
 2. Candidates must have a current BLS certification for healthcare providers.
 3. Candidates must complete and pass St. Joseph's Medical Center's pre-employment processes.
 - a. Background check
 - b. Drug screen test
 - c. Physical Exam
 - d. Hold a valid California intern license or California Pharmacist license in good standing
 4. Licensure requirement for interns and non-California licensed Pharmacists
 - a. Candidates must be eligible to sit for the NAPLEX and CPJE.
 - b. Candidates must take the NAPLEX and CPJE before the start of the program. In the event that the licensure examinations cannot be scheduled prior to the start of the residency, the candidate must notify the RPD prior to the first day of the program.
 - c. The resident must pass each exam and be registered by the Board of Pharmacy to practice pharmacy. The resident may start the program with results pending.
 - d. If the resident does not pass either one or both exams on the first attempt, he/she must retake the exam(s) as soon as allowed by the Board of Pharmacy and must successfully pass the exam(s) with licensure required no later than October 1st of the residency program year
- E. Responsibilities of the Program to the Resident
 1. The residency program must be a minimum of 12 months and a full-time commitment.
 - a. The resident must comply with the SJMC Sick Leave policy 5.04.
 - b. If a resident takes an extended leave of absence, time away from the residency program is not counted towards the 12 months.

- c. Each circumstance of extended leave will be addressed on an individual basis after discussion with all involved parties, including the resident, RPD, Director of Pharmacy (DoP), preceptors and human resources representative.
- d. For an extended leave approved by those listed above, the residency program will be extended by the same duration of approved leave.
- e. Residency may not be extended more than 3 months. If an extension exceeds 3 months, the resident will be dismissed from the program. Resident may reapply for the residency program for the following year.

F. Consequence of failure to meet the requirements

1. A candidate will not be hired or allowed to participate in the residency program if any of the requirements are not completed prior to the start of the residency with the exception of licensure.
2. For special circumstances that require time extension to complete licensure requirement as outlined above, the resident must meet with the DoP and the RPD to review the circumstance. (Example of special circumstances: CA BOP change to new testing vendor).
3. If an extension is granted, the RDP and DoP will extend the residency program to ensure a minimum of 2/3 of residency is completed as a pharmacist licensed to practice in the program.
 - a. Residency may not be extended more than 3 months. If an extension exceeds 3 months, the resident will be dismissed from the program. Resident may reapply for the residency program for the following year.
4. Residents who failed to pass the NAPLEX and/or CPJE after the second attempt will be asked to resign from the residency program.

Requirements for Completion of Residency

Residents must successfully complete the following requirements of the residency program to be awarded a certificate of completion from St. Joseph's Medical Center for the ASHP accredited PGY1 Pharmacy Residency Program.

- Successful achievement of at least 90% of program outcome goals and objectives defined for the program in accordance with ASHP Standards for accredited PGY1 Pharmacy Residency Programs
- Successful completion of all rotations and longitudinal rotation projects and/or assignments.
- Successful completion of a major project
- Results of major project must be prepared in manuscript format
- Manuscript must be submitted for presentation at a state or national meeting or for publication to a peer-reviewed journal
- Major project must be presented at Western States Conference. Exception for special circumstances must be discussed with the residency program director
- Successful completion of the requirements for the Teaching Certificate
- Work independently in the inpatient pharmacy as a staffing pharmacist
- Must meet or exceed the standards on the St. Joseph's Medical Center performance appraisal tool for pharmacy residents

The policy and checklist will be distributed to the resident during the residency program orientation. The checklist will be reviewed with the Residency Program Director (RPD) during the meetings to review the initial, quarterly resident development plan and at the end of the residency year.

All requirements must be completed within a 12 month period from the beginning of the program. Exceptions or special circumstances will be considered on an individual basis by the RPD and the Director of Pharmacy (see policy RX.02.02 Requirements for Residency Participation).

Upon completion of the residency requirements, the resident will be awarded a certificate signed by the RPD, Director of Pharmacy, and Chief Executive Officer of St. Joseph's Medical Center stating that program is "accredited by ASHP and is issued in accordance with the provisions of the *ASHP Regulations on Accreditation of Pharmacy Residencies*."

Duty Hours

The Pharmacy Department abides by resident duty hours established by the American Society of Health-System Pharmacists (ASHP) in compliance with requirement 2.2 of the ASHP Accreditation Standards for Pharmacy Residencies (<https://www.ashp.org/-/media/assets/professional-development/residencies/docs/duty-hour-requirements.ashx?la=en&hash=5AB546BE4986F74D01BA73A8A89ADDB164AA7635>).

Residents and preceptors must accept personal and professional responsibility for patient care that supersedes self-interest. At times, it may be in the best interest of patients to transition care to another qualified, rested provider.

Duty Hours

- Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities and all moonlighting.
- Moonlighting (both internal and external) during the residency is permitted provided that it does not interfere with the educational goals and objectives of the residency program.
- Residents must report all moonlighting hours to the RPD at the end of each month using the Tracking of Duty Hours Sheet.
- No more than 16 moonlighting hours in a 2 week period will be permitted. During the course of the residency, preceptors will report any performance problems to the RPD. The RPD will assess the number of moonlighting hours accrued. If it is determined that moonlighting is negatively affecting the resident from performing the core duties of the program, the RPD will counsel the resident that moonlighting hours will not be permitted until performance is brought up to an acceptable level.
- Residents must have a minimum of one day in seven days free of duty (when averaged over four weeks).
- Residents should have 10 hours free of duty between scheduled duty and must have at a minimum 8 hours between scheduled duty periods. Documentation of these requirements must be completed on the Tracking of Duty Hours Sheet.

Maximum Duty Period Length

- Continuous duty hours for residents should not exceed 16 hours.
- The maximum allowable duty assignment must not exceed 24 hours even with built-in strategic napping or other strategies to reduce fatigue and sleep deprivation, with an additional period of up to two hours permitted for transitions of care or educational activities.

Evaluations

All evaluations should be completed timely in PharmAcademic™. It is the resident's responsibility to initiate the evaluation process with each rotation preceptor prior to the end of each learning experience and to schedule quarterly meetings with the RPD. It is our objective to ensure that the residents achieve the required outcomes of the residency program.

Evaluation of the Resident

The performance of the resident will be evaluated based on the predetermined activities for the goals and objectives selected for each learning experience.

Learning Experiences

The resident will meet with the learning experience preceptor to assess and evaluate their progress in the rotation. The frequency and scheduling of these sessions shall be determined by the preceptor and the resident. At the beginning of each learning experience, the resident and preceptor will review the learning experience description, including expectations, goals, objectives, activities and assessment strategy for the rotation. At that time the residents should also review the criteria-based checklists and summative evaluations to be used on the learning experience. The goals and objectives set forth in the summative evaluation form are based on the goals and objectives set forth by ASHP for a PGY1 Residency.

The preceptor of the learning experience will provide feedback to the resident on the resident's progress on a routine basis. All concerns and problems which arise during a learning experience should be documented by the resident or preceptor. During the last week of each learning experience, the resident will complete a summative self-evaluation. This should be submitted to the preceptor and discussed at the evaluation meeting held at the end of the learning experience. The preceptor will independently complete a summative evaluation for the resident during the last week of the learning experience. At the end of the rotation, the resident will also complete a preceptor and learning experience evaluation form. This evaluation should be reviewed with the preceptor on the last day of the rotation.

Quarterly Development Plans

The resident and the residency program director will meet quarterly to review the resident's progress using the Resident Development Plan. The plan includes the following:

1. Goals
2. Strengths
3. Areas of Improvement
4. Resident's plan for improvement
5. Progress towards improvement and completion of required activities/assignments

The Resident Development Plan will be reviewed during resident program orientation and quarterly.

**Dignity Health St. Joseph's Medical Center
PGY1 Pharmacy Residency Program
Program Manual**

Acknowledgement Form

I, _____ verify that I have received the Dignity Health St. Joseph's Medical Center PGY1 Pharmacy Residency Program Manual. I have read and understand the information provided within the manual.

Signature _____ **Date** _____