PRECEPTING IN ALABAMA:
SCHOOL OF PHARMACY
EXPECTATIONS/REQUIREMENTS & STATE BOARD RULES/REGULATIONS

T. LYNN STEVENSON, PHARM.D, BCPS
EXECUTIVE DIRECTOR OF EXPERIENTIAL PROGRAMS
ASSOCIATE CLINICAL PROFESSOR OF PHARMACY PRACTICE
AUBURN UNIVERSITY HARRISON SCHOOL OF PHARMACY
Programming offered by Auburn University Harrison School of Pharmacy shall exhibit balance, providing the audience information of different perspectives from which to develop an informed professional opinion.

I, Lynn Stevenson, have no actual or potential conflict of interest in relation to this program.
OBJECTIVES FOR TODAY’S PRESENTATION

- Describe school requirements and expectations of preceptors
- Describe ALBOP requirements for preceptors and training sites
- Describe preceptor qualifications, training and certification
- Summarize practical training program standards
Expectations of sites & preceptors
**Expectations of Sites/Preceptors**

- **Teach student pharmacists to be pharmacists; teach them to do what you do**
  - Students should not be an extra technician
- **Be a positive role model**
- **Teach them to**
  - Manage personnel
  - Counsel patients under proper supervision by pharmacist
  - Function as part of a team
  - Communicate with other health care professionals
EXPECTATIONS OF SITES/ PRECEPTORS

- Involve them in the activities/responsibilities of being a good pharmacist
- Provide guidance, structure and honest/constructive feedback (verbal, written, frequent)
  - Midpoint evaluations-requirement now based on Accreditation Standards 2016
  - Final evaluations
  - Schedule time to review evaluations with students
- Keep all student information confidential
- Explain what/why/relevance
- Allow periodic site visits by the schools for quality assessment/compliance with accreditation standards
- Participate in preceptor development programs
**Review Article by Twenge**

- Published in Medical Education 2009;43:398-405
- Review of studies looking at generational changes among students
- How these changes impact teaching
REVIEW ARTICLE BY TWENGE

- Younger generations may benefit from:
  - More structure
  - More interactive
  - Tempering of their overconfidence

- Preceptors/teachers should give:
  - Very specific instructions
  - Frequent feedback
  - Explanation of relevance
  - Rules strictly enforced
  - Shorter segments of instruction
  - Use of media (videos, interactive formats)
  - Set clear expectations to avoid conflicts
STUDENT FEEDBACK

- Regional meetings
- Provide a thorough orientation for students at beginning of rotation
- Provide a syllabus for your rotation
- Provide schedule/calendar of student activities at beginning of rotation
  - Daily patient care assignments
  - Dates/Deadlines for assignments
WHAT CAN EXTERNS/INTERNS DO???

- Anything you do EXCEPT
  - Perform the final check of a prescription
    - But they should be taught how to perform the final check
  - Perform pharmacist’s functions without a licensed pharmacist being present
### Sample Two-Week Calendar

<table>
<thead>
<tr>
<th>Day 1</th>
<th>Day 2</th>
<th>Day 3</th>
<th>Day 4</th>
<th>Day 5/Midpoint of rotation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AM</strong></td>
<td>Orientation to Site</td>
<td>Dispensing Process</td>
<td>Sterile Product</td>
<td>Calculations for dispensing correct compounding and preparation</td>
</tr>
<tr>
<td><strong>PM</strong></td>
<td>Orientation to Dispensing Process</td>
<td>Dispensing Process</td>
<td>Sterile Product</td>
<td>Pediatric dosage</td>
</tr>
<tr>
<td></td>
<td>797 Overview</td>
<td>Dispensing</td>
<td>797 Overview</td>
<td>verification of dosage accuracy</td>
</tr>
<tr>
<td></td>
<td>Midpoint evaluation with student</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Day 6</td>
<td>Day 7</td>
<td>Day 8</td>
<td>Day 9</td>
<td>Day 10/Last day of rotation</td>
</tr>
<tr>
<td>Technician Role</td>
<td>Quality Improvement</td>
<td>Use of technology</td>
<td>Joint Commission</td>
<td>Topic or new drug</td>
</tr>
<tr>
<td><strong>PM</strong></td>
<td>Operations:</td>
<td>Operations:</td>
<td>Review of law for hospital pharmacy</td>
<td>Wrap-up and</td>
</tr>
<tr>
<td>Controlled Substances</td>
<td>Budgeting, purchasing, inventory</td>
<td>Scheduling and staffing requirements</td>
<td></td>
<td>Final evaluation with student</td>
</tr>
</tbody>
</table>

A 2 week example of how an institutional rotation might be scheduled for a student. This is not a required schedule for the rotation - just a suggestion, if needed.
BEING A PRECEPTOR FOR AUBURN OR SAMFORD

- Preceptors are “affiliate faculty” at universities
- Must be willing to teach pharmacy practice and assess student performance and provide feedback
  - Preceptors are teaching 1 – 5 credit hour courses for academic credit
- Must develop learning objectives/activities, complete ACPE-required documents for file with the university (application, CV)
- Provide syllabus to students at beginning of each rotation
  - Syllabus templates available from Experiential Programs
AFFILIATE FACULTY APPOINTMENT PROCESS

- For Auburn
  - Preceptor application
  - CV or resume
  - Pharmacy school transcripts

- Reviewed and approved by:
  - Pharmacy Practice Department at school
  - Provost office at AU
IF YOU CHANGE PLACES OF EMPLOYMENT...

- Notify ALBOP within 10 days of change
- If precept for Auburn or Samford, notify the schools
Activity
**Activity**

- In Auburn, get together in groups of 3-5 people
- Webinar attendees will need to participate individually
- Take 5 minutes to complete one of these activities
  - Develop a weekly schedule for your rotation
  - Develop 3-5 learning objectives for your rotation
  - Identify new activities for students
- Share your group’s discussion with the rest of attendees
ALABAMA STATE BOARD OF PHARMACY
RULES & REGULATIONS OF SITES & PRECEPTORS
REFERENCE FOR ALBOP’S RULES/REGULATIONS

- Title 34 Chapter 23, Code of Alabama 1975-Practice of Pharmacy Act 205
- 680-X-2 Practice of Pharmacy, Alabama Administrative Code 680
- Statues/Rules
  - www.albop.com
TERMS

- Extern-candidate prior to graduation (P1, P2, P3, P4 student pharmacists)
- Intern
  - Qualified applicant awaiting licensure examination
  - Graduate who is completing practical experience for licensure
  - Individual currently licensed to practice under direct supervision of a pharmacist and is satisfactorily progressing toward licensure
Importance of Supervision

- Supervision: Preceptor shall be in personal contact with and be giving professional instructions to extern/intern at all times
- Extern/Intern must be under immediate direct supervision of a registered pharmacist on the premises at all times
  - 680-X-2-.16 Practical Training Program Standards
**Internship Training Sites**

- Site must be managed so that the intern is provided with **ample opportunity to meet the training requirements established by the Board**.
- Site must employ or have an arrangement with a **pharmacist who is registered as a preceptor**.
- Section 34-23-72

**Pharmacy Internship Training Agreement**

- A site which meets qualifications of the Board may be approved for internship training
- Clinic sites or sites outside of Alabama that are not licensed by the Board of that state require an internship training agreement with the Alabama Board (i.e., Indian Health Services, clinics with no pharmacy on site)
- Form available at [www.albop.com](http://www.albop.com)
<table>
<thead>
<tr>
<th><strong>INTERNS</strong> – E-mail: <a href="mailto:lmartin@albop.com">lmartin@albop.com</a></th>
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<td>New Application  📚</td>
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<tr>
<td>Practical Training / Internship Report 📚</td>
</tr>
<tr>
<td><strong>Pharmacy Internship Training Agreement (TO BE COMPLETED BY NON-LICENSED PHARMACIES)</strong> 📚</td>
</tr>
<tr>
<td>TO CHANGE YOUR ADDRESS OR EMPLOYMENT CLICK HERE 📚</td>
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PHARMACY INTERNSHIP TRAINING AGREEMENT

BETWEEN
(circle one) Facility / Practical Experience Rotation Program  City

AND THE ALABAMA STATE BOARD OF PHARMACY

The purpose of this agreement is to provide a means for (circle one) Facility / Practical Experience Rotation Program to conduct a fully accredited Internship Program for pharmacy students/graduates.

REFERENCE: Code of Alabama 1975 Title 34 Chapter 23 (as amended)

The Alabama State Board of Pharmacy grants (circle one) Facility / Practical Experience Rotation Program the rights and privileges approved by the Board for Internship Training in accordance with §34-23-72, Code of Alabama 1975.

The (circle one) Facility / Practical Experience Rotation Program agrees to operate its facility and/or its internship program in conformity with the Code of Alabama, as applicable, and to offer its full cooperation to the Alabama State Board of Pharmacy and ensure that all applicable provisions of the Code are being met. The (circle one) Facility / Practical Experience Rotation Program agrees to cooperate with the State Drug Inspectors in carrying out their duties, outlined in §34-23-3, where related to the Internship Training Program for pharmacy students/graduates, and further agrees to report any violations and discrepancies occurring in the Internship Training Program to the Alabama State Board of Pharmacy and the Supervising Preceptor. The Supervising Preceptor will take appropriate action to ensure that the (circle one) Facility / Practical Experience Rotation Program conforms to all applicable provisions of the law. No other section of §34-23-5 will be applicable.

A copy of Code of Alabama 1975, Title 34 Chapter 23 (as amended) is attached to and made a part of this agreement. This agreement may be terminated by either party upon thirty (30) days notice in writing.

Date

Susan Alvisen-Executive Secretary
ALABAMA STATE BOARD
OF PHARMACY

Date

(Signature of Supervising Preceptor)

(Please print name/title)

(Facility / Practical Experience Rotation)

(Mailing address)

(Phone)
# Preceptor Qualifications

**Section 34-23-73**

- Willingness to serve as preceptor

**Approved by the Board**

- Preceptor license with Board
- Approved preceptor of the school of pharmacy

**Be willing to cooperate with Board**

- Develop necessary training requirements
- Provide appropriate documentation

**Certify to Board on commencement and completion of training period**

**Report to Board, as requested, on progress of any extern/intern under their supervision**

**Assure that each intern/extern receives proper training according to Board objectives for practical training**
Preceptor Training/Certification

- Non-curricular precepting (work hours as an intern/extern)
  - Preceptor license with ALBOP required
  - To be eligible for preceptor license in AL
    - Must be licensed pharmacist for a minimum of 2 years
    - Must attend an ALBOP approved training seminar for preceptors every 3 years

- Curricular precepting (school rotation hours)
  - Preceptor must be an approved preceptor of the school
  - 680-X-2-.09
<table>
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<tr>
<th>CERTIFICATIONS - E-mail: <a href="mailto:Imartin@albop.com">Imartin@albop.com</a></th>
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<tr>
<td>Preceptor Application  📂</td>
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<tr>
<td>Consultant Application  📂</td>
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<tr>
<td>Nuclear Pharmacy and Pharmacist Certification Application  📂</td>
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ALABAMA STATE BOARD OF PHARMACY

ALABAMA STATE BOARD OF PHARMACY
111 Village St.
Birmingham, AL 35204

PRECEPTOR APPLICATION

Name: ____________________________ License Number: ____________________________

Home Address: ____________________________

Social Security #: ____________________________

Have you been licensed to practice pharmacy at least two (2) years? ______________

Name/Address of employer: ____________________________

Are you employed on a full-time basis? ______________

Have you ever appeared before the Board for any type violation? ______________

Any change in employment must be reported to the Board promptly.

Section 34-23-73, Title 34 Chapter 23, Code of Alabama 1975 states “Every pharmacist serving as a preceptor shall have expressed a willingness to serve as a preceptor. Pharmacists preceptors shall be approved by the board and shall be willing to cooperate with the board in designing the necessary training requirements and shall provide appropriate documentation to the board. Each preceptor shall certify as to the commencement and completion of the training period and may make recommendations to the board concerning the competency of his or her trainee. The preceptor shall report to the board from time to time as requested on the progress of any intern or extern under his or her supervision. It shall be his or her responsibility to a supervisory capacity to see that each intern or extern receives proper training under the objectives of the board for this practical training program.”

Paragraph 6, Rule 866-V-2.16, Title 86 Chapter 23, Code of Alabama 1975, states, “Internship may be acquired only under the supervision of preceptor who may supervise no more than three (3) externs/interns at any one time.”

In signing this application, applicant agrees to abide by the above conditions.

Date attended Seminar: ______________ Signed: ______________

Date: ______________
DOCTOR OF PHARMACY CANDIDATE TRAINING

- Requirements for licensure
- Practical training program prescribed by the Board
- Reporting forms available from the Board
- Determine if preceptor is qualified
- Should keep records of all professional experience gained
- Board may accept internship affidavits from other states as long as the requirements are no less than those of NABP
  - Hours worked in other states
  - School curriculum hours completed in other states accepted by ALBOP

- Section 34-23-53
INTERNS/EXTERN

- Extern registration limited to those actively engaged in meeting academic or practical experience requirements for licensure
  - Must not be absent from school more than 2 consecutive semesters or 3 consecutive quarters
  - Must have completed 2 academic years in pre-pharmacy and be attending classes in 1st professional year of an approved school of pharmacy
- Interns or Externs shall report their place of employment or any change to the Alabama State Board of Pharmacy within 10 days
- Must be under immediate, direct supervision of licensed pharmacist at all times
- 680-X-2-.16
**Practical Training Program Standards**

- Externship/Internship
- Minimum of 1500 hours required for licensure
  - College structured (school rotations) or non-structured (employed)
  - 400 traditional hours must be obtained after completing requirements of 2nd professional year
    - Emphasis on distribution of medications, prescriptions & medical supplies
    - Within HSOP curriculum: APPE community pharmacy and health system practice (HSP) rotations, IPPE institutional
- Minimum 4 hours/week (no less than 1 hour increments)
- 680-X-2-.16
COLLEGE-STRUCTURED PROGRAM

- Upon graduation, school will certify that each student has completed at least:
  - 1100 clinical hours
  - Any traditional hours
  - Obtained within the practice experiences of the school’s curriculum
Practical Training Program Standards

- Supervision by a registered pharmacist at all times
- Hours must be acquired only under the supervision of a licensed preceptor or approved preceptor of the school
- No more than 3 externs/interns at one time for each preceptor
REPORTING OF PRACTICAL TRAINING

- School curriculum (rotation) hours submitted by preceptor directly to the school via the rotation final evaluation
  - Approved preceptor of the school
- “Intern/extern work” (not school related) submitted by preceptor directly to the ALBOP using online reporting form
  - Licensed preceptor with the Board
REPORTING OF HOURS TO THE ALBOP: WORK HOURS
PRACTICAL TRAINING / INTERNSHIP REPORT

- To be completed for NON-CURRICULUM hours

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Previously, licensed as a preceptor with ALBOP

• No new application is required; just make sure you have signed in/out
• If more than a year or so since last licensed as preceptor, may need a new application with the Board-CONTACT LYNN MARTIN

First time licensure as a preceptor with the ALBOP

• You will need to complete the preceptor application to be sent to the ALBOP
• Make sure you have signed in/out today
QUESTIONS/DISCUSSION

LYNN.STEVENS@AUBURN.EDU
334-844-4329
ASSESSMENT QUESTION #1

Preceptors in Alabama who have interns/externs working for them are required to:

a. Attend a training seminar once every 3 years
b. Precept no more than 3 interns/externs at one time
c. Express a willingness to be a preceptor
d. Be licensed for at least 2 years
e. All of the above
ASSESSMENT QUESTION #2

You are precepting a P2 student on an IPPE institutional rotation. You should submit hours for this student to:

- The school
- The ALBOP
You are precepting a third year student extern who is working for you during the summer at the local community hospital. You submit this extern’s hours to:

The School
The ALBOP
John is precepting Sue, an intern who is working for him after graduation. John goes out to lunch every day and leaves Sue in charge with one technician. Is it appropriate for John to do this?

Yes
No
Unsure