

**UofL Health – UofL Hospital
PGY1 Community-Based Program Completion
Requirements**

PGY1 Community-Based Resident: _____

Pharmacademic/Evaluations	Date Completed
Resident has documented all general residency, core, longitudinal and elective LE goals within electronic files and Pharmacademic	
Resident has achieved at least SP or ACH on all required and elective program core rotations, longitudinal rotations and elective rotations	
Resident has successfully ACH-R >80% of required and elective ASHP goals/objectives with no active “Needs Improvement”	
Resident has completed all required self-evaluations at the beginning of the year (prior to initial development plan meeting) and also self-assess prior to each subsequent development plan meeting	
Resident has completed all preceptor and LE evaluations for all learning experiences	
Resident has initial and all quarterly mentor, development plans documented	
Orientation/HR	Date Completed
Licensure by September 1st	
BLS certification	
All required KNOW modules	
Research	Date Completed
Resident has successfully completed residency research project (R3.3) including: <ul style="list-style-type: none"> • IRB • Data collection/statistical analysis of results • Abstracts (ASHP MCM, Great Lakes) • ASHP MCM poster • GLPRC platform presentation • Final write-up with manuscript formatted and appropriate for submission to journal of choice <p>This residency research project can be related to the resident’s quality improvement project (R3.1) or the resident’s new or enhanced service (R3.2) if robust enough, sufficient data collection occurs, and all the objectives are met.</p>	
Outpatient Pharmacy Administration	Date Completed
Resident has successfully completed a performance/quality improvement project. (R3.1)	
Resident has successfully contributed to the development, implementation, and evaluation of a new pharmacy service or enhancement of an existing service (R3.2) and written a formal business plan.	
Resident has successfully evaluated an existing, or development of a new collaborative practice agreement, standing order, or implementation process for a state-based protocol (R2.1.4)	
Teaching	Date Completed
Resident has successfully completed the SUCOP teaching certificate program and submitted final teaching portfolio (see certificate from SUCOP)	



Resident has successfully completed a 1-hr CE program for UofL Health	
Drug Information	Date Completed
Resident has successfully completed three Journal Club presentations	
Resident has successfully completed medical writing project (policy/protocol revision, case report, drug info question, etc.)	
Resident has successfully completed at least six pharmacy in-services (nursing, physician, pharmacist, etc.)	
Resident has successfully completed one newsletter article	
Resident has attended and participated in required resident meetings (staff meetings, Residency Advisory Committee (RAC), Quality Management Committee (QMC), Specialty Pharmacy Clinical Subcommittee, and Pharmacy & Therapeutics (P&T).	
Resident has successfully participated and taken minutes in QMC and Specialty Pharmacy Clinical Subcommittee meetings (total of four times, twice for each committee).	
Staffing / Service Commitment	Date Completed
Resident has completed all staffing commitment responsibilities (~64 specialty pharmacy shifts, ~40 outpatient retail shifts (including outpatient clinical services))	
Resident has completed all service commitment responsibilities (on-call service provided for a total of four months).	
Resident has completed a sufficient number of hours/days to complete the residency program (see PTO spreadsheet, schedule)	
General Requirements	Date Completed
Resident has joined an external pharmacy organization, with committee involvement recommended.	
Resident has documented monthly duty hours	
Resident has completed resident job for the year (JC, recruitment, community service, etc.)	
Resident has five de-identified patient healthcare records for all required services (see standard 3.3.c).	
Resident has completed the exit evaluation and exit meeting with RPD	

The program will not award a Residency Certificate more than six months beyond the official completion date of the Residency Program. Residents wishing to stay for a PGY2 residency are expected to have received their certificate prior to starting their second year. Should the specialty resident not have a PGY1 Pharmacy residency certificate on the date that the residency begins, they will have **30** days to get the certificate or lose their PGY2 residency position.

Resident: _____

Residency Program Director: _____

Date: _____