ASHP Research and Education Foundation

PHARMACY RESIDENCY EXCELLENCE AWARDS

Category: Program Award

Application Policies and Guidelines

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I. ASHP Research and Education Foundation

The ASHP Foundation is a 501(c) 3 charitable organization affiliated with the American Society of Health System Pharmacists (ASHP), the national professional society for pharmacists practicing in hospitals and health systems. The ASHP Foundation was founded in 1968 and offers awards, education and research programs designed to foster safe and effective medication use.

Vision
As the philanthropic arm of ASHP, our vision is that:

Patient outcomes improve because of the leadership and clinical skills of pharmacists, as vital members of the health care team, accountable for safe and effective medication use.

Mission
The mission of the ASHP Foundation is to improve the health and well-being of patients in health systems through appropriate, safe and effective medication use. We will accomplish this by:

- Sponsoring high-impact practice research leading to advances in patient outcomes.
- Educating and developing pharmacists and pharmacy staff as leaders and clinicians.
- Providing funding and programs that optimize the medication-use system and advance the direct and accountable patient care role of pharmacists.
- Encouraging innovation and adoption of best practices and new patient safety and quality initiatives.
- Providing recognition and support to diffuse best practices in research, education and practice.
- Establishing partnerships, collaborations and strategic alliances to inform our mission and advance common goals.

Critical Issues
The following critical issues are paramount to the ASHP Foundation’s achievement of its mission and vision:

1. Facilitate and strongly support the pharmacy profession in advancing pharmacy practice models that foster pharmacists’ leadership and accountability for patient outcomes;
2. Create demand for new models of pharmacy practice that leverage the expertise and unique abilities of pharmacists; and
3. Drive the advancement of the technical, human, and leadership competencies of pharmacists and pharmacy staff in complex and rapidly changing organizations.

II. Program Overview
The Pharmacy Residency Excellence Awards Program was first offered in 2006. Currently, there is no other program that recognizes excellence and leadership in the training and mentoring of pharmacy residents. The program is designed to: (1) provide national recognition for residency preceptors and specific residency programs who have demonstrated innovation and excellence in the training of pharmacy residents; and (2) encourage others to strive to be innovative and achieve excellence in pharmacy resident training. Individuals may self-nominate or be recommended by other practitioners for an award and must complete an application process in accordance with the criteria established by an external expert advisory panel composed of pharmacists with extensive experience in residency training and education.

The award criteria focus primarily on innovative methods to train, mentor and motivate residents during their residency program and in the early formative years of their careers.

III. Category Overview

The Program Award recognizes a pharmacy residency program that has a national reputation for excellence in the training of residents and consistent provision of an exceptionally positive and rewarding training experience. By recognizing these programs and their accomplishments, they can serve as role models in sustained excellence, achievement, and innovation in residency training. The recipient program should have a sustained record of: (1) providing an excellent practice environment for residency training and learning; (2) successfully training pharmacy residents; (3) employing unique and innovative methods for teaching and quality improvement; (4) positively influencing the careers of residency graduates; (5) contributing to the pharmacy department’s mission; (6) use of an organized process for the development of residency preceptors; and (7) ASHP residency accreditation.

The awards recipients are recognized at a reception at the ASHP Midyear Clinical Meeting. The reception provides a venue for the recipients to highlight their accomplishments. Program directors and preceptors from the over 1,000 ASHP-accredited residency programs will be invited to the reception. Announcement of award recipients will occur at the reception and be extensively promoted during the Midyear Clinical Meeting. To further achieve high profile recognition and wide dissemination of the awards program, recipients and their organizations will also be featured in a full page advertisement in the American Journal of Health-System Pharmacy following the Midyear Clinical Meeting.

IV. Timeline for the 2014 Award Cycle

- Applications available – March 14, 2014
- Application deadline – July 18, 2014
- Recipients notified – September 2014
- Announcement of Recipients – December 2014

V. Eligibility
Applicants should meet the following eligibility requirements:

- ASHP-accredited residency program (PGY1 or PGY2)
- One institution with or without multiple residency programs (whether PGY1 or PGY2) may only win the award once every 5 years (Part of the selection criteria focuses on the recognition of a supportive training environment for residents and their preceptors. It is assumed that this environment is the same or is very similar for all the programs at the same institution.)
- Selection panel members, ASHP staff members, ASHP Foundation staff members, members of the ASHP Research and Education Foundation Board of Directors, members of the ASHP Board of Directors, contractors and lead surveyors retained by the ASHP Accreditation Services Division, and the respective residency programs of any of the above, are not eligible to apply for the Pharmacy Residency Excellence Awards.
- Only one application from one institution per year. An institution can only submit one application per year.

VI. Post-Award Activities

Recipient organizations are expected to participate in subsequent outreach and education efforts aimed at disseminating the accomplishments of the recipient organization. Descriptions of recipient’s efforts will be communicated by the ASHP Foundation and may be used for promotional purposes for the awards program. Organizational contacts may be requested to provide additional information.

In the winter/spring of 2015, following recognition at the 2014 Midyear Clinical Meeting, award recipients will serve as faculty in a series of four 1-hour webinars to support skills and leadership development for residency program faculty. The two 1-hour webinars offered by the Program Award recipient will focus on optimizing the practice environment for residency training and learning, employing unique and innovative teaching methods, and development of residency preceptors. The Preceptor and New Preceptor Award recipients will focus on the development of individual skills including making significant contributions to residency training, developing leadership skills, using innovative education methods, and successfully contributing to research and organizational service.

VII. Selection Criteria

All applications will be reviewed by a panel appointed by the ASHP Foundation Board of Directors. The panel will review the applicant's materials and score them according to the following application criteria:

Innovation (15 points)
The residency program uses innovative techniques to train residents and provides a quality environment for residency training. Innovation can be demonstrated in all areas of achievement in residency training including resident clinical development, communications, practice management, and professional goal setting. Innovation can also be demonstrated in methods to provide preceptor
development, the management of residency program operations, and the integration of the residency program into the pharmacy service and practice site’s organizational goals.

**Quality Improvement (15 points)**

A formal system for continuous quality improvement is employed that exceeds the minimum ASHP individual requirements for accreditation. Improvement areas should include teaching methods, preceptor skills, resident evaluation, overall program operations, integration of resident training into routine patient care, and the safe medication-use processes employed by the hospital/health system.

**Training Environment (20 points)**

The environment in which training occurs is conducive to resident learning, attentive to residents’ training needs including individual needs, and provides a role model for excellence in patient care. The training environment should support employment of innovative learning techniques, preceptor and program improvement, and research opportunities for residents. The information included in the faculty information tables will be used also to assess the training environment.

**Achievement Record (20 points)**

The residency program has a sustained record of successfully trained program graduates who are making significant achievements in pharmacy practice. The information included in the residency graduate information table will be used to assess the training environment.

**Service Excellence (15 points)**

The residency program has led the pharmacy department to achieve excellence in pharmacy services and has contributed to the new development or expansion of pharmacy services. The pharmacy residents have been integrally involved in service achievements and development. Residents are also encouraged to participate in service to organizations and the community.

**Preceptor Development (15 points)**

The Residency Program supports and highly encourages the development and achievement of residency preceptors and program directors on a continuous basis. This should include examples of how preceptors are encouraged to develop professionally within their own practice and as educators in residency training.

In addition, letters of support from previous residents will be used to evaluate the program’s achievements related to all of the above review criteria.

**VIII. Itemized Instructions**

1. **Program Information**
   - Self-explanatory.

2. **Residency Program Director**
   - Self-explanatory
     - Along with the contact information requested on the application form, a biographical sketch should be provided for the Residency Program Director.
Applicants can upload the biographical sketch on the Additional Documents Required page. The biographical sketch must be limited to 4 pages and must be submitted in the format provided in the PHS 398 form from the U.S. Department of Health and Human Services. (See www.grants.nih.gov/grants/funding/phs398/biosketchsample.doc.) and Human Services. (See www.grants.nih.gov/grants/funding/phs398/biosketchsample.doc.)

3. Director of Pharmacy
   Self-explanatory
   Along with the contact information requested on the application form, a biographical sketch should be provided for the Director of Pharmacy. Applicants can upload the biographical sketch on the Additional Documents Required page. This biographical sketch must be limited to 4 pages and must be submitted in the format provided in the PHS 398 form from the U.S. Department of Health and Human Services. (See www.grants.nih.gov/grants/funding/phs398/biosketchsample.doc.)

4. Narrative Statements
   Using the space provided, respond to the 7 statements. The answers can be no more than 10 pages, single-sided, using 12 point font.

5. Residency Graduate and Faculty Information
   A. Provide information about all residency graduates for the past ten years, using the template provided. The following is required:
      I. Names of the former residents and their degrees.
      II. Year of graduation from the residency program.
      III. Current title.
      IV. Practice location.
      V. First professional position after the completion of the residency program.
      VI. Significant publications and presentations.
      VII. Current involvement in residency training.

   B. Provide information about all residency program full-time faculty/preceptors employed at your institution using the template provided. The following is required:
      I. Names of the residency faculty/preceptors and their degrees.
      II. Universities at which those degrees were obtained and the dates conferred.
      III. Their residency/fellowship training programs and their dates of training.
      IV. States in which they hold a pharmacy license and pharmacy license number(s), expiration date(s), and BCPS certification area(s).
      V. Current position within the health system.
      VI. Current faculty title (if applicable).
      VII. Specific learning experiences for which they hold preceptorship.

   C. Provide information about all residency program part-time faculty/preceptors
employed at your institution using the template provided. The following is required:

I. Names of the residency faculty/preceptors and their degrees.
II. Universities at which those degrees were conferred and the dates conferred.
III. Their residency/fellowship training programs and their dates of training.
IV. States in which they hold a pharmacy license and pharmacy license number(s), expiration date(s), and BCPS certification area(s).
V. Current position within the health system.
VI. Current faculty title (if applicable).
VII. Specific learning experiences for which they hold preceptorship.

6. Communications
The ASHP Foundation is interested in continuously improving its communication capabilities. Indicate these communication vehicles through which you became familiar with this program.

7. Additional Documents Required
1. Biographical sketch for residency program director.
2. Biographical sketch for pharmacy director.
3. Letters of Support. Please label all letters in the top right corner as indicated below.
   a. Letters of support from a maximum of five former residents, labeled RESIDENT LETTER.
   b. Chief executive officer letter of support, labeled CEO LETTER
   c. Director of pharmacy letter of support, labeled DIRECTOR OF PHARMACY LETTER
   d. Physician letter of support, labeled PHYSICIAN LETTER.

8. Certification and Acceptance
This application must be signed by the residency program director named under the Residency Program Director page and the Director of Pharmacy Page. By signing this application, they are verifying the accuracy of all information contained herein.

APPLICATION SUBMISSION INSTRUCTIONS

Applicants should receive a receipt confirmation email from the ASHP Foundation within five (5) business days of application submission delivery date. If this email confirmation is not received, applicants should immediately contact the ASHP Foundation at foundation@ashp.org to verify that the application was received.

APPLICATION DEADLINE: July 18, 2014