



Center for Health-System
Pharmacy Leadership
**Pharmacy
Leadership
Institute 2012**



APPLICATION INSTRUCTIONS

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These instructions should be followed carefully. Only after all the requested information has been received, will an application be considered complete and eligible for evaluation by the ASHP Foundation's Review Panel.



Center for Health-System Pharmacy Leadership Pharmacy Leadership Institute

PROGRAM DESCRIPTION

The Pharmacy Leadership Institute (the Institute) is a highly successful pharmacy executive management program. The Institute's application and selection process is administered by the ASHP Research and Education Foundation's Center for Health-System Pharmacy Leadership while the program content is conducted by the Executive Leadership Center, Boston University. The Cardinal Health Foundation has provided an educational grant to support this endeavor.

Program Goal

The goal of the Institute is to use relevant program curriculum, high-quality instruction, and peer interaction to broaden business skills, managerial versatility, and the extraordinary leadership demanded of today's accomplished leaders in health-system pharmacy. Key to this objective is the development of a new way of thinking and a new set of behaviors.

Program Objectives

The Institute uses an integrated curriculum centered around the issues of today and the skills needed for tomorrow. It is a rigorous, demanding program that seeks, through the convergence of classroom and real- world situations, to:

- Develop visionary leaders who can inspire people to make significant contributions and move their organization forward;
- Promote innovative, out-of-the-box thinking;
- Energize accomplished managers with new insights, information, and strategies to tackle the challenges of an increasingly complex environment;
- Equip participants for the roles of coach, teacher, motivator and strategist;
- To move participants from their comfort zones, to expand their focus and thinking beyond pharmacy practice, and to foster their development of visionary leadership skills;
- To provide a high-quality, academic environment (not a pharmacy-centric environment);
- Provide a forum to enhance the transfer of knowledge and learning;
- Enable critical examination of roles and required leadership skills;
- Address individual capabilities that are not part of typical career development; and
- Link strategic thinking and behavior as well as organizational action.

Content Areas

Through classroom presentations, case study analyses and small group work, the Institute addresses the following content areas:

- Leveraging Strategy
- Leading in Turbulent Times
- Strategic Implementation Project
- Promoting Value through Pharmacy Services in Transformed Environment
- Business Transformation I: From Evolution to Revolution
- Engaging the C-Suite for Change
- Business Transformation II: From Evolution to Revolution
- Fostering Innovation and Change
- Negotiation and Collaboration
- Coaching and Feedback
- The Power of One/All



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Program Project

The project is a participant-driven initiative focused on a leadership challenge and/or strategic issue the participant faces relative to the medication-management system within the context of the participant's own organization. The project will connect the PLI curriculum with the "real world" issues faced by the participant and will serve as an anchor for post-program collaboration with other PLI participants, faculty, and PLI alumni who will serve as project mentors.

ELIGIBILITY

Experienced clinical and administrative directors/executive-level pharmacists with proven management skills are desired candidates for this program.

EXPENSES

Participants will be responsible for travel from their home of origin to and from Boston and miscellaneous expenses. Participants will also be required to pay a \$925 registration fee to Boston University. Expenses associated with lodging, most meals, course material and tuition will be covered for attendees. An educational grant from the Cardinal Health Foundation supports this program.

APPLICATION PROCESS / SELECTION CRITERIA

The Institute will be able to accommodate a class of 30 participants. The Institute is a very competitive program, and a selection process will be used to ensure that the applicant's goals are supported by the course content as well as to prioritize applicants. The following criteria will be used in making the selection:

Criterion	Points Possible
Professional / Supervisory Experience	10
Suitability of applicant's goals to PLI curriculum objectives	15
The strength of applicant's description of opportunities to advance pharmacy's role in patient centered medication therapy as part of an inter-professional collaborative practice.	10
The strength of the applicant's description of involving pharmacy in the strategic directions of the hospital and/or health-system.	10
Reviewer's rating of the overall suitability of the applicant	5
TOTAL	50

Applications will be accepted from October 14, 2011 until January 6, 2012. **Applications are due no later than Friday, January 6, 2012.** Applicants will be notified of the outcome of the selection process by March 1, 2012. The Institute will be held from April 29 – May 4, 2012.



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INSTITUTE ADMINISTRATION

The Institute application and selection process is administered by the ASHP Research and Education Foundation, 7272 Wisconsin Avenue, Bethesda, MD 20814.

The Executive Leadership Center within Boston University's School of Management is the host for the Institute. Boston University's high-caliber faculty and commitment to furthering the education of professionals provides a superior environment for learning. It offers a state-of-the-art facility equipped with the latest technological and classroom advancements. The prestigious faculty of Boston University offers program participants a perspective that, while applicable to the profession of pharmacy, reaches far beyond pharmacy practice.

CONTINUING EDUCATION CREDIT



® The American Society of Health-System Pharmacists (ASHP) is accredited by the Accreditation Council for Pharmacy Education (ACPE) as a provider of continuing pharmacy education. This application-based CPE activity ACPE #204-999-12-023-L04P is cosponsored by ASHP and the Boston University School of Management. It provides 31.0 contact hours (3.1 CEUs) of continuing pharmacy education credit. No partial credit is allowed. Participants must submit this CE request form to earn credit for their participation. CE statements will be mailed 4-6 weeks after the activity.

ITEMIZED INSTRUCTIONS FOR APPLICATION COMPLETION

- I. **Applicant Information:** This section is self-explanatory. If you check the home address as the primary address, all non-electronic correspondence regarding this program will be mailed to this address.
- II. **Institution:** Please provide the institutional setting for your practice. If you are part of a larger health-system please provide its name.
- III. **Supervisor:** Please provide the name and contact information for your immediate supervisor. This may be the same person as in item #4.
- IV. **Post-Graduate Training:** List any residency or graduate training beyond your initial professional pharmacy degree.
- V. **Professional Experience:** List the number of years that you have practiced in each to the following positions: as a resident, clinical/staff pharmacist, mixed position as clinician and manager and in a director and/or executive position within a pharmacy enterprise. Also indicate the total number of years that you have been in the profession. The total may not necessarily be the sum of items "a, b, c and d." **NOTE: A Curriculum Vitae (CV) is not requested.**
- VI. **Supervisory Responsibilities:** List the number of people who directly report to you and the number



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of people for whom you have organizational responsibility.

- VII. **Direct Reports:** List up-to four titles of positions that report directly to you.
- VIII. **Program Participation Goal:** Provide a statement on your goal for attending the Institute.
- IX. **Additional Documents:** Provide a clear statement of your leadership opportunities and challenges and strategic goals at your institution/organization in Appendix “A” and “B,” respectfully. In Appendix “C” please describe a project/program you have had leadership role in establishing while addressing the four points listed.
- X. **Signatures:** Please have the signature of the person responsible for supporting this application. Your institution may also require other signatures which can be added on a separate page.
- XI. **Communications:** Please indicate what communication vehicle prompted you to apply for the Institute.

Application Submission

To eliminate the need for you to send multiple copies of your application package, the Institute would prefer that you submit your entire application package via **email**. The application form is designed so that you can download it as a Word document, fill in the required information, sign, and send it back to the ASHP Foundation as an attachment to an email. Please carefully follow the instructions below.

- E-mail your entire application in Adobe PDF format to the ASHP Foundation at [@ashp](mailto:ashp@ashp.org). You MUST enter your last name followed by “PLI12” in the subject line of the e-mail. This will identify your application in our system.

Once we have received your application, you should receive an e-mail notification within five (5) business days. If you do not receive an e-mail confirmation of receipt, please email Brandi Goswick at [@ashp.org](mailto:brandi.goswick@ashp.org).

**The ASHP Foundation will not accept applications
after January 6, 2012**