



**ASHP Research and Education Foundation**  
***ONCOLOGY PATIENT CARE***  
***TRAINEESHIP***

**Application Policies and Guidelines**

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## ASHP Research and Education Foundation

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The ASHP Foundation is a 501(c) 3 charitable organization affiliated with the American Society of Health System Pharmacists, the national professional society for pharmacists practicing in health systems. The ASHP Foundation was founded in 1968 and currently conducts a range of formal education and research programs designed to foster safe and effective medication use. The Foundation's strategic priorities are:

- 1) the design and study of safe and effective medication-use systems;
- 2) advancement of optimal patient medication outcomes; and
- 3) the expansion of pharmacist direct patient care and leadership roles.

The ASHP Foundation's programs support research and education in a variety of health-system settings such as hospitals, home care, ambulatory care, managed care organizations, and long-term care. The Oncology Patient Care Traineeship program is designed to support the Foundation's efforts under its second strategic priority: advancement of optimal patient medication outcomes.

## Program Overview

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The Oncology Patient Care Traineeship Program is designed for pharmacists in acute, ambulatory, and home care settings who have not completed a specialized residency in oncology and are developing or expanding specialized oncology services and care to patients with cancer. The traineeship prepares health-system pharmacists to assume responsibility for the management of the complex medication regimens often required by patients with cancer. The ultimate goal of the program is to train pharmacists to practice in the oncology setting where they have the ability to positively impact and improve medication outcomes.

The program includes a distance education component, ten (10) contiguous days of experiential training, and completion of post-training activities. The program is designed to enhance participant's knowledge and improve the safe use of medications in patients with cancer, as well as provide a mentoring relationship with an experienced oncology pharmacist. The clinical skills developed through the traineeship, along with the long-term guidance offered by the traineeship preceptor, will position the trainee to develop oncology pharmacy services at their institution. The ASHP Foundation will provide a certificate of completion to participants who successfully complete all parts of the program.



## Program Description

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**SELF STUDY PROGRAM:** The purpose of the self-study component of this traineeship is to prepare the trainee to arrive for experiential training with the sound background knowledge required to become an effective member of a team managing pharmacotherapy for patients with cancer. It therefore concentrates on acquiring knowledge about the disease states most likely to be encountered and the medications used in their management. Trainees are required to complete all topic areas and are required to pass an assessment exam with a minimum passing score of 70%. The self study course covers the following subject areas:

- Oncology Drug Literature: Biostatistics and Study Design
- The Anticancer Drug Development Process
- Common Solid Tumors ( Breast, Prostate, Colon, Lung, Ovarian)
- Chronic Leukemias and Myelodysplastic Syndromes
- Pediatric Malignancies
- Lymphomas and Multiple Myeloma
- Acute Leukemias
- Drug Information, Guidelines and HIPPA
- GI Cancers-Pancreatic, Liver, Stomach
- Hematopoietic Stem Cell Transplantation (HSCT)/Blood and Marrow Transplantation (BMT)
- Genitourinary Cancers-Bladder, Renal Cell and Testicular Cancers
- Symptom Treatment Management Melanoma and Skin Cancer
- Disease Related Symptoms
- Pharmacology
- GYN Cancers-Cervical and Endometrial
- Sarcomas
- Head and Neck Adults CNS Tumors

**EXPERIENTIAL PROGRAM:** The experiential training is 10 contiguous days where participants observe experienced clinicians and design, monitor, and evaluate patient-specific pharmacotherapy for patients with cancer. The program focuses on critical thinking, decision-making, and communication skills. Following completion of the experiential program, the preceptor provides the ASHP Foundation an evaluation of the trainee's progress.

**POST-TRAINING ACTIVITIES:** Upon completion of the experiential section of the traineeship, trainees will be required to provide to the ASHP Foundation the following before a certificate of completion is issued:

- A copy of the proposed policies and procedures that they have submitted to their health system as part of their proposal to involve a pharmacist as a member of the oncology patient care team.
- A report from the director of pharmacy that details how the trainee has become actively involved in providing care to patients with cancer.



- A report that estimates the number of patients that were directly impacted ( e.g., treated or consulted per week) by the expanded role of the pharmacist and 5 examples of how a pharmacist’s intervention directly impacted on the safety and quality of a patient’s care.
- An outline of an educational presentation that focuses on oncology and safe and appropriate use of medications to health care providers (e.g., pharmacists, physicians, nurses, dietitians). Please include intended audience and number of attendees (e.g. a sign-in roster).

### **Proposed Timeline for the 2010-2011 Program Offering**

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- Applications available – November 5, 2010
- Application deadline – February 1, 2011
- Participants announced - March 2011
- Self-study program begins – April to July 2011
- Experiential training – August to September 2011 (10 contiguous days of training, exact time to be scheduled with the faculty)
- Post training requirements are due – December 2011

### **ASHP Foundation Responsibilities**

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The proposed program will be conducted for experiential professional development and improving the quality of care provided to patients with cancer. The ASHP Foundation will maintain full control of all program development, content and administration in coordination with the program faculty.

Continuing Education will not be offered with this traineeship program, however to ensure that the program is a quality program, every effort will be made to plan and conduct the traineeship program in accordance with the U.S. Food and Drug Administration’s Guidelines for Industry-Supported Scientific and Educational Activities and the Accreditation Council for Continuing Medical Education (ACCME) Guidelines for Industry Support. Also, the program will be developed according to the “Standards and Quality Assurance Procedures for ACPE-Approved Providers of Continuing Pharmaceutical Education Offering Certificate Programs in Pharmacy.” As part of its responsibility, the ASHP Research and Education Foundation will assure that these guidelines and standards are followed.



## Evaluation

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The ASHP Foundation will evaluate program administration, program polices and the impact of training immediately after the experiential training and at 6 and 12 months. In addition, the faculty will participate in a structured discussion that evaluates the strengths and weaknesses of the overall program and opportunities for improvement. Results of the review and evaluation will be made available to Amgen (to the extent allowed by Amgen policy).

## Qualifications of the Applicant

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To qualify for application to the traineeship, the applicant must be a graduate of an ACPE-accredited college or school of pharmacy and be a licensed pharmacist, in good standing, in any state in the U.S., the District of Columbia, and Puerto Rico. The applicant must have completed an ASHP-accredited residency or have 2 years experience in clinical practice. **Current pharmacy residents are not eligible to apply.**

Applicants must have a command of basic knowledge areas as they relate to oncology patient care, including pathophysiology, clinical pharmacology and therapeutics, clinical laboratory data interpretation, clinical pharmacokinetics and medical terminology and abbreviations. In addition, applicants should have experience with writing pharmaceutical care plans, conducting patient interviews and delivering educational programs to other members of the health care team. In the application process, applicants must also attest to their understanding and ability to practice according to HIPAA regulations.

Upon acceptance into the program, applicants will be asked to provide proof of liability insurance to their preceptor and training sites. Additionally, applicants must submit evidence of TB and Hepatitis B vaccinations before traveling to the training site. Some training sites also require completion of a criminal background check.

Upon completion of the program, the applicant will be responsible for personally providing oncology patient care services.

## Qualifications of the Applicant's Healthcare Organization

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The applicant's employer must be a health-care organization in the U.S. with resources for the provision of services for patients with cancer and related conditions. The chief executive officer of the system and the physician who is responsible for the care of oncology patients and related conditions must provide documentation of their commitment to the establishment of a pharmacist-managed or physician-supervised (in which a pharmacist routinely provides drug therapy management for patients), oncology patient care service. If the service is already established, the



chief executive officer of the organization and the physician who is responsible for care of oncology patients must confirm that the pharmacist applying for the traineeship will be or is already involved in the oncology patient care team and provides drug therapy management to oncology patients. They must also confirm that this patient care service must continue after the traineeship program.

## Application Procedures

To apply to the traineeship, the applicant must submit six (6) copies of the completed application form, plus the following items (the original plus five photocopies):

1. Curriculum vitae, limited to 10 pages, including publications.
2. A letter from the chief executive officer of the applicant’s organization confirming a commitment to establishing a service in which the pharmacist routinely provides drug therapy management for patients with cancer, and an expected implementation date.
3. A letter of support from the physician responsible for the management and support of the oncology patient care service.

**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:

Points	Criteria
15	Academic preparation (degree, residency, certificate programs)
20	Clinical experience (general clinical experience as described qualification of application section)
20	Training expectations (expectations of the applicant and proposed post-training responsibilities)
20	Institutional (service) for viability (involvement of pharmacist in care team)
25	Administrative and physician(s)' support
<b>100</b>	<b>TOTAL</b>

Applicants receiving the highest scores will be selected as participants in the self-study program. Those selected to participate in the self-study program must pass the continuing education test in order to advance to the experiential program.



## Criteria for Experiential Sites and Preceptors

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QUALIFICATIONS OF THE EXPERIENTIAL SITE: Health systems selected as a site for the experiential segment of the traineeship must have pharmacy services that include a pharmacist or pharmacists who routinely provide care for patients with cancer and related conditions. The administration of the participating institution must support the conduct concerning the experiential segment of the Oncology Patient Care Traineeship at the organization. In addition, the faculty should have an availability of space for lectures, seminars, conferences and hands-on clinical experiences should be adequately provided.

The experiential training site must be accredited by The Joint Commission or other appropriate organization when applicable. The institution's department of pharmacy should meet the ASHP Minimum Standards for Pharmacies in Hospitals or other appropriate standards.

In addition, the site must be able to provide ten (10) days of continuous experiential training, with at least five (5) hours per day of direct patient contact with patients with cancer and related conditions. Direct patient time can be in any combination of time blocks in the acute, ambulatory, and/or home care setting.

## Administration of the Traineeship

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The Oncology Patient Care Traineeship Program is administered by the ASHP Research and Education Foundation, 7272 Wisconsin Avenue, Bethesda, MD 20814, and funded in part by Amgen. Other administrative policies applying to this ASHP Foundation traineeship include the following:

1. The physician who will be administratively responsible for the oncology patient care service confirms a willingness to support the pharmacist's involvement ;
2. The Director of Pharmacy who is responsible for the supervision of the pharmacist applying for the traineeship program confirms a willingness to support the pharmacist's completion of the distance education program and attendance at a training site for ten (10) business days;
3. The statements contained in this application are true and complete to the best of your knowledge;
4. The Oncology Patient Care Traineeship opportunity is awarded to an individual participant(s);
5. No stipend or honorarium will be awarded to the participant(s);



6. Participant(s) selected for the experiential program are responsible for transportation and lodging;
7. No per diem payments will be provided by the ASHP Research and Education Foundation;
8. If the participant(s) must cancel his/her participation, he/she must notify the ASHP Foundation at least four (4) weeks in advance of the starting date of the experiential portion of the program; and
9. The participant(s) will be required to attend all sessions of the program and complete the post-training requirements and program evaluation form.

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