



# Pharmacy Leadership Institute

## Application Policies and Guidelines

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# Pharmacy Leadership Institute

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## **Program Preview & Goal**

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The Pharmacy Leadership Institute (the Institute) is a highly successful pharmacy executive leadership and management program. Over 400 pharmacy practice leaders have participated in the institute.

The Institute's application and selection process is administered by the ASHP Foundation's Center for Health-System Pharmacy Leadership and the educational programming is conducted by the Boston University Questrom School of Business, sponsored by Baxter, Inc.

The goal of the Institute is to use of relevant program curriculum, high-quality instruction, and peer interaction to broaden business skills and managerial versatility for 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 Timeline for the 2018 Offering**

Accepting Applications – January 17, 2018

Application Deadline – March 30, 2018

Selection Outcome Announced – April 2018

Institute Held – July 15-20, 2018

## **ASHP Foundation**

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### **Our Mission**

As the philanthropic arm of ASHP, our mission is to improve the health and well-being of patients in health systems through appropriate, safe and effective medication use.

The strategic priorities of the ASHP Foundation are closely aligned with the ASHP strategic plan. ASHP represents pharmacists who serve as patient care providers in acute and ambulatory settings. The organization's more than 40,000 members include pharmacists, student pharmacists and pharmacy technicians. For over 70 years, ASHP has been on the forefront of efforts to improve medication use and enhance patient safety.

The ASHP Foundation pursues its mission and strategic priorities through provision of awards, research grants, educational programs, and practice tools. The ASHP Foundation has a long track record of administering research grant, education and practitioner recognition programs that use stringent external review processes to select program recipients and participants. [Visit our website](#) to learn more about the ASHP Foundation.

## **Program Objectives**

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The Institute uses an integrated curriculum centered on 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;
- Move participants from their comfort zones, to expand their focus and thinking beyond pharmacy practice, and to foster their development of visionary leadership skills;
- Offer 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**

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Through classroom presentations, case study analyses, small group work and development of an institutional specific project, 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: From Evolution to Revolution
- Organizing for Innovation
- Engaging the C-Suite for Change – Executive Forum
- Financial Decision Making
- Negotiation and Collaboration
- Coaching and Feedback
- Strategic Implementation Project Plan
- The Power of One/All

## **Mini Project – Strategic Implementation Project**

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Completion of a project is highly encouraged, but not required.

The mini project is a participant-driven initiative focused on a leadership challenge and/or strategic issue the participant faces within the context of the participant's own organization. Institute participants selecting to do a project can use the week to develop their mini project plan. The project serves as an opportunity for collaboration with other PLI participants, a panel of leaders, and Institute alumni who will serve as project mentors. One participant will be recognized as the developer of the best project, receive a monetary award, and complimentary entry to the ASHP Midyear Clinical Meeting. The awardee will be recognized at the Pharmacy Leadership Institute Breakfast, which is held at the ASHP Midyear.

The electronic application includes elements that should be addressed in the participant's description of his/her proposed project.

## **Eligibility**

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

To complete an online application, [click here](#).

## **Expenses**

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Boston University will be offering two options for registration fees. Both options include course materials and most meals in the fees, but provide different lodging accommodations. Participants accepted into the program can select one of the following:

**Option 1:**

\$1475 program registration fee to Boston University: This fee will include lodging at the BU [executive dorms](#).

**Option 2:**

\$1,630 program registration fee to Boston University: This fee will include lodging at a nearby hotel.

## **Application Process/Selection Criteria**

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The Institute will be able to accommodate a class of 40 participants. The selection process is highly competitive. The following criteria will be used in making the selection:

Criterion	Points Possible
Professional / Supervisory Experience	10
Suitability of applicant's goals to PLI program objectives	10
The quality of the applicant's description of the challenges & opportunities to advance pharmacy's role in patient centered pharmacy practice	10
The quality of the applicant's description of pharmacy's involvement in the strategic direction of his/her institution	15
Reviewer's rating of the overall suitability of the applicant	5
<b>TOTAL</b>	<b>50</b>
Reviewer recommends acceptance into the Institute	Yes / No

## **Institute Administration**

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The Institute application and selection process is administered by the ASHP Foundation.

The Boston University Questrom School of Business 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. To learn more about Boston University Questrom School of Business, go to: [http://management.bu.edu/?gclid=CPnMtvaq\\_LICFU6mPAodLWAATw](http://management.bu.edu/?gclid=CPnMtvaq_LICFU6mPAodLWAATw)

## Itemized Instructions

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**Applicant Information:** This section is self-explanatory. Please provide the institutional setting for your practice. If you are part of a larger health-system, please provide its name.

**Supervisor:** Please provide the name and contact information of your immediate supervisor.

**Certifications:** Self-explanatory.

**Education:** Self-explanatory.

**Post-Graduate Training:** Please list any residency or graduate academic training beyond your initial professional pharmacy degree.

**Professional Experience:** Please list the number of years that you have practiced that is best described by the following positions: clinical/staff pharmacist, managing or clinical supervisory position or 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 “clinical/staff pharmacist, managing or clinical supervisory position, or pharmacy director/executive.”

**Supervisory Responsibilities:** Provide the number of staff, professional and technicians, who directly report to you. Also provide the number of people for whom you have organizational responsibility outside of the pharmacy department, if any.

**Direct Reports:** Please list the titles of up-to four positions that report to you.

**Statements: (Please limit each response to 250 words or less)**

1. Your goal for attending the Institute and what you hope to gain from the program.
2. Describe a significant leadership challenge you currently face to advance patient care in your practice setting.
3. Up to three strategic goals at your organization that the pharmacy department has a key role in achieving. Describe your leadership role to facilitate achieving these goals.

**Project:** Submission of the following project information should be included: Project Concept; Problem Statement; Project Goal/Objective; Expected Outcomes; and Involvement of Other Disciplines.

Completion of a project is highly encouraged, but not required. Applicants who submit a project idea will be prioritized for admission to the Institute.

**Supplemental Documents Required:**

**Curriculum Vitae (CV)** – Upload most recent copy of CV.

**Letter of Support from Direct Supervisor** - If you are submitting a project idea, the supervisor's letter of support must also mention how the project will be supported by your institution. It should indicate C-suite level support.

**Communications:** Self-explanatory.

**Affirmation:** Check box attesting that the information provided is accurate and that you understand the requirements of this program.

*Once you have submitted your application, you should receive an e-mail notification. If you do not receive an e-mail confirmation of receipt, please email the ASHP Foundation at [foundation@ashp.org](mailto:foundation@ashp.org).*

**Sponsored by Baxter Inc., and conducted by Boston University Questrom School of Business in cooperation with the ASHP Foundation's Center for Health-System Pharmacy Leadership.**