ASHP Research and Education Foundation

Category: Preceptor Award

Application Policies and Guidelines

Timeline At-A-Glance

- Applications available – April 2, 2018
- Application deadline – June 20, 2018
- Recipients notified – September 2018
- Announcement of Recipients – December 2018

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I. ASHP Research and Education Foundation

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.

Our 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.

The priorities of the ASHP Foundation are closely aligned with ASHP, the organization that 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 key priorities through provision of awards, research grants, educational programs, and practice tools. The ASHP Foundation has a long track record of administering research grants, 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.

II. Program Overview

The Pharmacy Residency Excellence Awards Program has been offered since 2006. 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. The program is designed to:

- provide national recognition for residency preceptors and specific residency programs who have demonstrated innovation and excellence in the training of pharmacy residents;
- encourage others to strive to be innovative and achieve excellence in pharmacy resident training.

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.

III. Category Overview

The Preceptor Award recognizes a pharmacy residency preceptor who has excelled in the training of residents. Recognition of these preceptors should enable them to serve as role models for other residency preceptors. Recipients of this award should embody the following characteristics:

- history of significant contributions to residency training in the role of preceptor and mentor;
demonstrated leadership qualities;
• respected by peers;
• innovative resident educator;
• contributor to research and service at the community and organizational levels;
• track record for instilling these qualities in their residents and positively influencing residents’ careers.

IV. Timeline for the 2018 Award Cycle

• Applications available – April 2, 2018
• Application deadline – June 20, 2018
• Recipients notified – September 2018
• Announcement of Recipients – December 2018

V. Eligibility

Applicants should meet the following eligibility requirements:
• A licensed practicing pharmacist in the United States;
• A pharmacy residency preceptor in an ASHP-accredited program for greater than 5 years;
• exceeds the minimum requirements for preceptors in the ASHP Residency Accreditation Standards.

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 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.

NOMINATION AND SUBMISSION PROCESS

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.

Submission for this program is initiated by either:
• Nomination, a recommendation from your peers through the survey available on the Foundation website and via this link: ONLINE NOMINATION SURVEY or,
• Self-nomination with submission through the online application system available via this ONLINE APPLICATION

An application must be submitted in order for the panel to consider an individual for the award, irrespective of the initial nomination.
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.

In the winter/spring of 2019, following recognition at the 2018 Midyear Clinical Meeting, award recipients will serve as faculty in a webinar to support skills and leadership development for residency programs. The Preceptor recipient 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:

**Significant Contributions to Residency Training (20 points)**
1. Reflecting on your experience as a preceptor for the past ten years or more, describe two significant contributions to pharmacy residency training a preceptor. Please include one example within the past 5 years as a preceptor and another example from the past 6-10 years as a preceptor (10 points).
2. Describe a positive pharmacy residency experience that you have provided to a resident and how you utilized your unique abilities (5 points).
3. Thinking back on your first five years as a preceptor, describe how you have adapted your precepting skills and how you have shared your best practices with others (5 points).

**Teaching Philosophy and Methods (15 points)**
4. Describe your teaching philosophy (5 points).
5. What methods do you utilize to employ your teaching philosophy (5 points)?
6. Describe outcome measures that support the effective utilization of your teaching methods (5 points).

**Mentorship (20 points)**
7. Describe activities that you use to enhance personal and professional development of residents (10 points).
8. Describe your general approach to mentoring and provide 3 examples of how you have mentored a pharmacy resident through a difficult decision-making situation (10 points).

**Leadership (20 points)**
9. Describe how you exemplify personal leadership qualities at the practice, departmental, institution; and if applicable, state or national levels (10 points).
10. Provide examples that attest to your peer’s positive perceptions of you as a residency preceptor (10 points).

**Active Participation (10 points)**
11. Describe your active participation in education research initiatives and service to organizations and in the community. Applicants should also describe how they foster interest and involvement in these activities among residents (10 points).

Letters of Support (15 points)
1. Residency Program Director Letter of Support (5 points).

VIII. Itemized Instructions for Grant Application

1. Applicant Information
   Along with the contact information requested on the application form, a recent copy of a Curriculum Vitae (CV) should be provided for the applicant.

2. Site Information

3. Narrative Statements
   Using the space provided, respond to the statements listed in detail in the criteria above. The responses should be no longer than 1,500 words each.

4. Communications
   Indicate the communication vehicle that alerted you to the program.

5. Additional Documents Required
   1. Curriculum Vitae (CV) - Upload most recent copy of CV.
   2. Letters of Support. Please label all letters in the top right corner as indicated below.
      a. A letter of support from a former resident, labeled RESIDENT LETTER.
      b. A letter of support from a clinical practitioner peer, labeled PEER.
      c. A letter of support from the residency program director, labeled PROGRAM DIRECTOR.

6. Affirmation
   1. Check box attesting that the information provided in this application is true and complete to the best of your knowledge.
   2. Post Awards Activities - This application must be signed by the Applicant and their Residency Program Director or Director of Pharmacy. If the applicant is the Residency Program Director, the Director of Pharmacy should co-sign the application. By signing this application, you are agreeing to the expectation of the applicant’s participation in outreach and education efforts aimed at sharing the excellence in residency training accomplishments.

**APPLICATION SUBMISSION INSTRUCTIONS**

Once the application is submitted, applicants should receive an e-mail notification. If this e-mail confirmation is not received, applicants should immediately contact the ASHP Foundation at foundation@ashp.org to verify receipt of the application.

**Application Deadline: 12:00 P.M. EDT, JUNE 20, 2018**