ASHP Research and Education Foundation

PHARMACY RESIDENCY EXCELLENCE AWARDS

Category: Program 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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CONTENTS

ASHP Research and Education Foundation ................................................................. 3
Program Overview ...................................................................................................... 3
Category Overview ..................................................................................................... 3
Program Timeline ....................................................................................................... 4
Eligibility ..................................................................................................................... 4
Selection Criteria ........................................................................................................ 5
Itemized Instructions ................................................................................................. 6
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 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:

- providing an excellent practice environment for residency training and learning;
- successfully training pharmacy residents;
- employing unique and innovative methods for teaching and quality improvement;
- positively influencing the careers of residency graduates;
- contributing to the pharmacy department’s mission;
- use of an organized process for the development of residency preceptors; and
- ASHP residency accreditation.

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:

- ASHP-accredited residency program (PGY1 / 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.

An institution can only submit one application for the Program Award category 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 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 webinar 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.

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) (max 1,500 words)**

1. Describe one innovative method for each of the following categories that you have implemented in your program during the last 5 years and the impact and/or outcomes these have had on your program and patient care. Why do you consider these methods innovative?
   a. Design and conduct of the residency program (5 points).
   b. Integration of residents within your institution’s healthcare model (5 points).
   c. Resident personal and professional development (5 points).

**Quality Improvement (10 points) (max 1,500 words)**

2. Explain how your program has measured its success in the previous 5 years in the following categories:
   a. Resident training (5 points).
   b. Resident research/longitudinal projects (5 points).
   c. Resident impact on pharmacy services (5 points).

**Resident Training Environment (15 points) (max 1,500 words)**

3. Describe your resident training environment over the past 5 years in terms of the following:
   a. What unique training opportunities are offered to residents? (3 points)
   b. How are residents evaluated and their needs met? (3 points)
   c. Describe the resident-preceptor relationship and the impact on elevating practice? (3 points)
   d. Describe resident involvement as part of multi-disciplinary teams. (3 points).
   e. Provide examples of how your program inspires and trains residents to become the next generation of leaders? (3 points)

**Preceptor Engagement and Development (15 points) (max 1,500 words)**

4. Describe the following as it relates to your program’s preceptors:
   a. How are preceptors identified and selected? (5 points)
   b. Describe methods utilized for the development of preceptors-in-training and preceptors (5 points).
   c. Provide examples of how the program supports and recognizes achievements of preceptors and program directors on a continuous basis (5 points).

**Service Excellence (10 points) (max 1,500 words)**

5. Describe the greatest contributions your residency program has made to your department or organization in the past 5 years? Please include supporting evidence and outcomes. (10 points).
Achievement Record (15 points) (Resident graduate and preceptor table)

6. Please complete the resident graduate and preceptor information table that will be used to assess the training environment.
   a. Table organization (3 points)
      i. Disorganized or not complete = 0 points
      ii. Organized, easy to read and complete = 3 points
   b. Percentage of resident graduates that have published in a peer-reviewed journal post-residency (3 points)
      i. 0-50% = 1 points
      ii. 51-75% = 2 points
      iii. ≥ 76% = 3 points
   c. Percentage of resident graduates that have presented at a national meeting post-residency. (3 points)
      i. 0-50% = 1 point
      ii. 51-75% = 2 points
      iii. ≥ 76% = 3 points
   d. Percentage of resident graduates who are involved in residency training (e.g. active preceptors or program directors) (3 points)
      i. 0-50% = 1 point
      ii. 51-75% = 2 points
      iii. ≥ 76% = 3 points
   e. Percentage of preceptors who are board certified? (3 points)
      i. 0-50% = 1 points
      ii. 51-75% = 2 points
      iii. ≥ 76% = 3 points

Letters of Support (20 points)

Please have each person writing your letter of support describe why your residency program is most deserving of the Residency Excellence Award.

1. CEO Letter of Support (4 points)
2. Chief Pharmacy Officer (or equivalent) Letter of Support (4 points)
3. Residency Program Director Letter of Support (4 points)
4. One Preceptor Letter of Support (4 points)
5. One Past Resident Graduate Letter of Support (4 points)

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**

2. **Residency Program Director Information**
   Along with the contact information requested on the application form, a recent copy of a Curriculum Vitae (CV) should be provided for the Residency Program Director.

3. **Director of Pharmacy**
   Along with the contact information requested on the application form, a recent copy of a Curriculum Vitae (CV) should be provided for the Director of Pharmacy.

4. **Narrative Statements**
   Use this section to respond to the narrative statements listed in detail above under the criteria section.

5. **Residency Graduate and Faculty Information**
   A. Using the template provided, include information about all residency graduates for the past ten years, residency program full-time preceptors/faculty and part-time preceptors/faculty employed at your institution. The following is required:
      - **For Former Residents**
        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.
      - **For Preceptors/Faculty**
        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.

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. Curriculum Vitae (CV) for residency program director.
2. Curriculum Vitae (CV) for pharmacy director.
3. Letters of Support. Please label all letters in the top right corner as indicated below.
   a. Letter of support from one former resident, labeled RESIDENT LETTER.
   b. Chief executive officer letter of support, labeled CEO LETTER
   c. Chief Pharmacy Officer or Director of Pharmacy (or equivalent) letter of support
   d. Letter of support from one preceptor, labeled PRECEPTOR LETTER
   e. Residency Program Director letter of support, labeled RPD LETTER

8. 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 Residency Program Director or the Director of Pharmacy. By signing this application, you are agreeing to the expectation of the 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