



# Morton Plant Mease

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HEALTH CARE

## Pharmacy Practice Residency CONTRACT MANUAL

**Contact Information:**

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# PHARMACY PRACTIC RESIDENCY

## **I. Description:**

The adult pharmacy practice residency is designed to provide 12 full, consecutive months (starting July 1<sup>st</sup> and ending June 30<sup>th</sup> of the following year) of training in pharmacy practice with the primary goal of producing general practitioners capable of providing pharmaceutical care to hospitalized patients. The resident will have the opportunity to work with the medical staff to assure rational prescribing of medications, work with patients to enhance their knowledge of the medications they receive, and partner with nursing to improve the overall safety of medication use. The resident will gain experience in many areas of pharmacy practice including cardiology, neurology, pediatrics, critical care, infectious disease, drug information, family medicine, geriatrics, nutrition, and pharmacy administration. Opportunities also exist for writing and speaking, MUE activities, drug use control coordination, and precepting pharmacy students. Completion of a research project is required.

## **Mission Statement:**

Morton Plant Mease Health Care will provide an environment to develop and train postgraduate pharmacists with the primary goal of producing competent practitioner's capable of providing pharmaceutical care to hospitalized patients.

## **Resident Commitment:**

The resident has accepted and committed to the pharmacy residency program at Morton Plant Hospital and will not pursue a position elsewhere or sign a contract with another program.

A pharmacy residency is a **full-time obligation**; therefore the resident will manage activities external to the residency so as not to interfere with the goals and objectives of the program. Employment outside the program during the residency training is strongly discouraged.

The resident may work as a PRN Fee Base pharmacist if available. However, it must not interfere with completing residency goals and objectives.

## **Training Site:**

**Pharmacy Mission:** The Department of Pharmacy Services is committed to providing comprehensive and cost-effective quality pharmaceutical care to the patients we serve. Our vision is to work with our physicians and other health care providers to continuously improve processes to assure the safe and appropriate use of drug therapy.

**Hospital Mission:** Morton Plant Mease Health Care will improve the health of all we serve through community-owned health care services that set the standard for high-quality, compassionate care.

**Hospital Vision:** Morton Plant Mease Health Care will be preeminent in the communities we serve and nationally recognized for our health care excellence. We will work together with our physicians to provide an accessible, coordinated continuum of quality health care services.

**Hospital Values:** The values of Morton Plant Mease Health Care are *trust, respect* and *dignity* and reflect our *responsibility* to achieve health care *excellence* for our communities.

## **General Information**

- Service 24 hours a day, 7 days a week
- Centralized and Decentralized Services
- Surgery/OR Satellite
- 35 Pharmacists, 34 Technicians (70% Certified),
- 4 Clinical Coordinators, 3 Pharmacy Managers,
- 1 Buyer, 1 Systems Analyst, 1 Administrative Assistant
- 1 Director
- Over 75% of our pharmacists have over 10 years of experience

## **Centralized Services**

- Intravenous Admixture Program
- TPN Admixture Program
- Extemporaneous Compounding
- Unit Dose Repackaging Program

### **Decentralized Services**

- Cardiology
- Critical Care
- Oncology
- Pulmonary Medicine
- Adult and Pediatric Emergency Services
- Geriatric, Adult and Pediatric Behavioral Health
- Pediatrics/Level II and III NICU
- General Medicine and Surgery
- Neurology
- Nephrology/Urology
- IP and OP Surgical Services
- Women's Center/OB/GYN
- Geriatrics
- Orthopedics

### **Clinical Programs**

- Critical Care Rounds
- Internal Medicine Rounds
- Cardiology Rounds
- Inpatient Warfarin Dosing Service
- Pneumococcal Vaccine Program
- Pharmacokinetic Dosing Service
- Medication Use Evaluation
- Adverse Drug Reaction Reporting System
- Patient Education/Discharge Counseling
- Fall Risk Assessment
- Automatic Renal Dosing, IV to PO and Therapeutic Interchange Programs
- Prophylactic Antibiotic Program

### **Technology**

- Cerner PharmNet System
- Pyxis Medstation SN
- Pyxis C-II Safe NV
- Pyxis Connect
- Pyxis Auto-Replenishment
- ALERT Clinical Safety System
- TheraDoc

### **University Affiliations**

We offer Internal Medicine, Cardiology, Infectious Disease and Hospital Practice rotations to the following colleges of pharmacy:

- Drake University
- Nova Southeastern University
- Florida A&M University
- Northeastern University
- Mercer University
- University of Florida

### **General Information for Morton Plant Mease Health Care:**

Morton Plant Mease Health Care is a private, not-for-profit, community health alliance comprised of Morton Plant Hospital, Morton Plant North Bay Hospital, Mease Countryside Hospital and Mease Dunedin Hospital. This partnership helps to improve the health of more than one million people in Pinellas, Pasco and Hernando counties. Prevention and health education are the central focus of this community health care organization. Together, Morton Plant Mease hospitals have more than 2,400 board-certified physicians. Morton Plant Hospital and Morton Plant North Bay Hospital are members of the BayCare Health System — the fifth largest not-for-profit health care system in the U.S. and the largest on Florida's West Coast. The BayCare partnership unites hospitals from the Tampa Bay area where we are able to more positively impact and change the health of our local communities. By working together, our team members are united in action, sharing the same mission and values.

### **Primary Practice Site:**

The Pharmacy Practice Residency Program is based at Morton Plant Hospital, with opportunities for experience throughout our other facilities. By meeting community health care needs for nearly a century, Morton Plant Hospital has earned a reputation for being one of the most effective, well-managed hospitals in America. In 2000, this 687-bed community-owned hospital was the only hospital in the country selected as a Top 100 Hospital by Solucient in all four judged categories (overall, stroke, heart, and ortho). Morton Plant Hospital was named to AARP's list of the nation's Top 50 hospitals in the country — one capable of providing highly technical and specialized care to the most severely injured and seriously ill patients. Morton Plant is also distinctive for performing more open-heart surgeries than any other Pinellas County hospital, and for our valuable affiliations with Moffitt Cancer Center.

Today, Morton Plant Hospital provides a full range of medical-surgical services including: cardiology, emergency medicine, oncology, women and children's services, neuroscience, orthopedics, diabetes care, rehabilitation, vascular surgery, neurosurgery and behavioral health. Morton Plant Hospital annually admits over 29,000 patients and delivers over 3,000 babies.

### **Specialized Services**

*Powell Cancer Pavilion*—This innovative facility is the first and only of its kind in Pinellas County. The 33,000 square foot Cancer Pavilion combines state-of-the-art outpatient treatment facilities and comprehensive patient support services under one roof. All services at the Pavilion are geared toward healing body, mind and spirit.

*Morton Plant Hospital's Sarah Walker Women's Center*—This is the largest obstetrical program in North Pinellas County, with all board-certified physicians. The center includes a level II Neonatal Unit staffed around-the-clock by neonatologists or neonatal nurse practitioners, and is affiliated with All Children's Hospital.

*Cheek-Powell Heart and Vascular Pavilion*—Our 102,000 square foot Pavilion provides: on-site heart and vascular testing, heart and vascular rehabilitation, and a state-of-the-art Wellness Center.

### **Residency Program:**

The Pharmacy Practice Residency is a twelve month program that allows the resident to experience a broad range of clinical areas. Most of the residency is flexible and can be adapted to the resident's specific areas of interest. The department of pharmacy has clinical pharmacist and clinical coordinators with expertise in a variety of fields including and not limited to cardiology, infectious disease, nutrition, psychology, geriatrics, oncology, neurology, critical care, surgery, internal medicine and therapeutic policy.

All residents are required to complete rotations in core subject areas considered to be essential to pharmacy practice. A broad range of elective rotations is available to permit the resident flexibility in pursuing individual goals. Additional learning experiences include: development and completion of a research project, MUE and P&T drug monograph, development of oral and written communication skills, participation in various departmental committees, experience in hospital administration and practicing pharmacy in various areas throughout the health-care system.

### **Required Rotations:**

Acute Care (Internal Medicine)  
Ambulatory Care  
Critical Care  
Cardiology  
Administration  
Orientation Month  
General Clinical Pharmacy Services

### **Elective Rotations:**

Infectious Disease  
Nutrition  
Geriatrics  
Emergency Medicine  
Neurology  
Pediatrics  
Surgery  
Palliative Care  
Academia  
Project Month

### **Longitudinal Experiences:**

Pharmacokinetics  
Education/Teaching  
Coumadin Clinic  
Nursing Collaboration  
Practice Experience  
Medication Safety  
Process Improvement  
Quality Training & Computer Classes

**Research Project:** A research project is a requirement of the program and is to be presented at the Residency Conference in Athens, Georgia. Ongoing written and oral results will be evaluated with the final results presented in publishable quality.

### **Practice Coverage Requirements:**

In addition to rotation requirements, each resident does practice coverage. Practice coverage will help the resident integrate clinical skills, gain proficiency in distribution, learn operations and policies of a large hospital as well as develop personal management skills crucial to the development of professional pharmacy practice.

Practice coverage is assigned every third weekend and the Friday before the weekend to work from 4-8pm. Each resident will also cover one major holiday of their choice (Thanksgiving, Christmas or New Years Day).

**Florida Pharmacy Licensure:**

All residents in the Department of Pharmacy's residency program must be or become a licensed pharmacist in the State of Florida. The exam must be taken prior to the end of orientation with the expectation that the Resident will be licensed by the end of the six-week orientation period (August 15<sup>th</sup>). If the resident fails the board, one make up will be allowed as long as the resident is licensed by September 30<sup>th</sup>. Failure to be licensed by this date will result in termination from the program.

Upon receipt of the Florida license, the resident must submit a copy for personnel and the department file.

**Program Benefits:**

As a Morton Plant Mease Pharmacy Resident, you'll enjoy a wide range of competitive benefits, including:

**Salary: competitive (\$36,836 annually as of 2009)**

**Medical Plan with prescription drug coverage**

We offer the flexibility of three medical plan options

**Dental and Vision Plans**

We offer the flexibility of two dental plan options

A vision care plan that provides coverage for eye exams, eyeglasses and contacts

**Paid Time Off (PTO)**

25 days per year including holiday, sick and personal time

**Opportunity to contribute pre-tax dollars to a 401(k) plan**

Team members are eligible to participate on their date of hire

**Child Care**

Sick care and a child development center

**Professional Travel Reimbursement**

ASHP Midyear Clinical Meeting

Southeastern Residency Conference

**Life Insurance**

Short- and Long-Term Disability Coverage

Accidental Death and Dismemberment Coverage

**Team Member Wellness**

Team members can choose to join one of our Wellness Centers at a discounted rate

**Credit Union Memberships**

Credit Unions offer lower interest rates on loans

**Team Member Services**

Team members receive a discount rate on a variety of events, programs and services, as well as tickets to area attractions

**Funding for Travel:**

Funding for travel and lodging is available for ASHP Clinical Midyear, and the Southeastern Residency Conference in Athens. Before traveling, the resident will complete a pre-travel request form and submit this to the Program Director. Upon returning from leave, the resident will complete a post travel expense form with itemized expenses, attaching all original receipts and submitting to the Director of Pharmacy. Reimbursement is issued expeditiously if forms are submitted correctly and in a timely manner.

Travel reimbursements or funding will not be authorized for residents not meeting deadlines for their major project and other assignments. While on leave, the resident is expected to conduct him or herself in a professional manner and attend activities that are in the spirit of the reason leave was granted.

Eligibility for travel: All project deadlines met, research proposal submitted and timelines are met within reason of proposal submission, all evaluations and practice site goals signed off and up to date.

**Administrative, Clinical Staff and Preceptors at Morton Plant:**

<b>Name</b>	<b>Title</b>	<b>Phone/Beeper</b>	<b>Email</b>
Glenn Graziose, RPh, MBA	Director of Pharmacy Preceptor--Admin	(727) 734-6704/402-8153	<a href="mailto:Glenn.graziose@baycare.org">Glenn.graziose@baycare.org</a>
Christine Price, Pharm.D.	Residency Director Clinical Coordinator Preceptor	(727) 462-7454/402-8154	<a href="mailto:Christine.price@baycare.org">Christine.price@baycare.org</a>
Mark Blackwell, Pharm.D.	Clinical Coordinator Preceptor	(727) 734-6473/402-8157	<a href="mailto:Mark.Blackwell@baycare.org">Mark.Blackwell@baycare.org</a>
Lynne Krop, Pharm.D., BCPS	Clinical Coordinator Preceptor	(727) 462-7317/402-8143	<a href="mailto:Lynne.krop@baycare.org">Lynne.krop@baycare.org</a>
Gail Bruce, RPh	Manager, Morton Plant Preceptor	(727) 462-7336/402-8898	<a href="mailto:Gail.bruce@baycare.org">Gail.bruce@baycare.org</a>
Vijay Singh, Pharm.D.	Clinical Pharmacist Preceptor	(727) 462-7335	<a href="mailto:Vijay.singh@baycare.org">Vijay.singh@baycare.org</a>
Tracy Johns, Pharm.D.	Ambulatory Clinical Coordinator Preceptor	(727) 467-2512/438-8223	<a href="mailto:Tracy.Johns@baycare.org">Tracy.Johns@baycare.org</a>
Robin Colon Moreno, Pharm.D.	Co-preceptor Cardiology and Critical Care	(727) 462-7335	<a href="mailto:Robin.Colon@baycare.org">Robin.Colon@baycare.org</a>
Kerry Dennis, Pharm.D.	Clinical Coordinator Preceptor	(727) 725-6912/402-8156	<a href="mailto:Kerry.Dennis@baycare.org">Kerry.Dennis@baycare.org</a>

**Work Ethic:**

The resident is expected to report to their assigned practice area as scheduled in a punctual and reliable fashion. Your coworkers and patients depend upon you demonstrating a strong work ethic. Poor attendance will adversely affect your evaluation and you will be required to make up any unexcused absences like for like (e.g. if absent a weekend day, the resident will make up a weekend day).

**Residency Orientation:**

The resident will undergo a global, six week orientation in which the resident will be exposed to all areas of pharmacy practice at Morton Plant Hospital. During this period the resident will complete hospital orientation, training in the computer system (Cerner/Netview), pharmacokinetic training, Residency Learning System (RLS) training, sterile medication compounding, Central and Decentralized pharmacy practice, controlled substance system, Pyxis, therapeutic policy management, medication use evaluation, adverse drug reporting program, Research and protocol development and exposure to a wide variety of specialty areas (refer to orientation schedule). The resident will need to achieve adequate experience in the major areas of exposure, which will be signed off by the assigned preceptors.

The operation of the pharmacy drug distribution system is an essential element of the resident's knowledge base to expedite pharmaceutical care for the patients for which they are responsible. The resident must demonstrate skill in the pharmacy clinical programs, understand drug distribution policies, and complete all training required of pharmacy staff.

Upon completion of orientation training and obtaining pharmacy licensure, the pharmacy resident will be immediately assigned a practice location after review and assessment of previously acquired skills. This will include the initial residency evaluation and plan. In these periods, the resident will assume duties assigned by their practice preceptor.

**Projects:**

It is not possible to precisely establish all of the residents' responsibilities in advance. These projects can be completed throughout the year are to include, but not limited to the following:

1. **Research Project:** Each resident is required to complete a quality research project to enhance the residents' professional growth and benefit the department through innovative changes in the way pharmacy is practiced. A primary mentor is selected depending on the project type and location and this mentor will help guide the resident throughout the year.

Other co-investigators may be solicited as needed. The research project will be presented by the resident to the department and at the Southeastern Residency Conference in Athens, Georgia.

August	Select Project
September (1 <sup>st</sup> week)	Proposal Submitted
September (last week)	Any revisions submitted
October	Obtain IRB approval (if needed)
November	1 <sup>st</sup> Progress report due
January	2 <sup>nd</sup> Progress report due
February	First Presentation of project progression to department
March	Athens Abstract Due (date TBA)
March	Second Presentation of project and progression to department
April-May	Athens Presentation Practice presentations conducted prior to leaving to Athens
June	Completed project encouraged to be presented at ASHP or in a publishable format

2. Completion of Medication Use Evaluation. The project will follow the ASHP and JCAHO format for MUE evaluation. A mentor will be assigned to help with the MUE process.
3. Completion of a drug monograph to be presented at a P&T committee meeting. A mentor will be assigned to help with the oversight of the monograph and a formal presentation of the monograph to the department will be given within two weeks of the P&T committee meeting.
4. The resident is responsible for a minimum of three formal presentations during the residency year (this does not include the presentation of their MUE or research project). Note: any repeated presentations are not considered towards the three.
5. Newsletter article to “Doc Talk” or the pharmacy newsletter.
6. During Administration rotation, the resident may be asked to work on projects that relate to the department of pharmacy.

**Residency Evaluations:**

The residency program follows the ASHP Residency Learning System (RLS) for resident evaluations. The resident will be oriented to RLS and the evaluation forms. Evaluations include:

- Initial Assessment and Plan for Residency Training Program
- Criteria Based Checklist “Snapshot” (minimum of 4 throughout the year)
- Evaluation at the completion of each practice care experience
- Self Evaluation at the completion of each practice care experience
- Preceptor Evaluation at the completion of each practice care experience
- Quarterly Evaluation and review of Initial Plan
- Project Presentation at Athens

**Modifications of the Residency:**

The residency will be modified as needed to meet the individual needs of the resident. Program modifications may be initiated by the resident, preceptor, Program Director, or Director of Pharmacy. Modifications could include more or less time in a required rotation, raising or lowering the level of learning experience, or elective rotations. Once the rotation schedule is developed, the resident may modify their future electives and certain specific choices for core rotations as approved by the preceptors and the Residency Director.

**Personal Leave of Absence:**

Hospital policy #603. Team members may be granted a leave of absence not covered by the Family Medical Leave Act of 1993 (FMLA). Team members may be granted a leave of absence for a personal serious medical condition if they are not covered by FMLA. Team members may not use a personal leave of absence for outside employment. Personal leave of absence will be approved in four week increments or less, not to exceed 12 weeks in a rolling (12) months. An exception of this would be for maternity leave where you may be approved to take up to the full 12 weeks. Team members may retain their benefits at the active team member rate during an approved leave of absence providing premium payments are kept current. If a resident does not return to work at the end of their approved leave of absence, the resident will be terminated with the option to re-apply for the next residency year. All leave of absence will be made up and the residency will be prolonged based on the time of absence.

**Disciplinary Action:**

Persons participating in the Pharmacy Practice Residency Program at Morton Plant Hospital are employees of Morton Plant Mease Health Care and are, therefore subject to the provisions of the hospital policies and procedures. Residents considered to have violated an established hospital standard, policy or procedure, will be subject to corrective action as outlined in the hospital policy and procedure manual.

Residents may also be disciplined for making insufficient progress in the residency based upon established goals of the program. The resident shall demonstrate to the residency program director acceptable performance in each of the outcome goals of the program.

**Counseling:** Resident problems in either of the above cases not resolved by discussion will result in Counseling. The specific problem(s) and specific corrective action(s) will be discussed with the resident. A time for correction will be established.

**Written Warning:** If the Counseling is not successful in resolving the resident's problem, then a written warning will be given. The Warning will state the problem(s) and the specific corrective action(s) and a time for corrective action. Penalties and consequences of further disciplinary actions will be stated.

**Termination:** If the Warning is not successful, then with concurrence of the Director of Pharmacy, the Residency Program Director and any persons deemed appropriate by the Director of Pharmacy may given a temporary suspension until the resident can assure the residency program director that problems have been resolved or that satisfactory resolution of problems is taking place. The resident will forfeit any and all compensation during the period of suspension. Time missed during this suspension must be made up and will postpone completion of the program at the scheduled date of June 30<sup>h</sup>.

**Final Termination:** Unsatisfactory resolution of problems following the above will result in a final termination of the resident from the program. Final termination will be with a consensus of the Residency Program Director, Director of pharmacy, and a majority of the faculty. Any benefits or compensation will be forfeited. A written notice of termination will be prepared and the resident given a copy. This termination is final and the resident will not be allowed to complete the residency program.

**Termination without prejudice:** Residents making satisfactory progress may be allowed to voluntarily withdraw from the residency program due to illness or problems of a personal nature that would interfere with their satisfactorily completing the program. This action would be taken after the resident had discussed the problems and explored possible solutions. On approval of the program director, the resident would be allowed to terminate the program without prejudice and a letter of explanation offered to the resident stating that the withdrawal was not a disciplinary action. The resident will forfeit any future benefits or compensation.

**Attendance:**

Attendance is a requirement and a vital part of this course. The quality of the learning experience is directly related to the contact hours spent in the patient care environment. In case of absence, contact the assigned preceptor directly and in advance. Absences will be dealt with on an individual basis.

**Professionalism:**

Professionalism will be assessed daily by the preceptor and through feedback from physicians and health care providers the student is in contact with.

**Certification of Completion of Residency:**

Upon completion of the residency and all goals and objectives to the satisfaction of the program director, a residency certificate will be awarded.

**Requirements of residency completion:**

All signatures of residency goals and objectives  
Formal presentations completed, MUE completion, Monograph and Newsletter completion  
SERC presentation of research project  
Attendance

**RESIDENCY SIGNATURE PAGE**

As a pharmacy resident at Morton Plant Hospital I fully understand the responsibilities and obligations presented to me and will confer with the above stipulations of this residency contract.

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Residency Program Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Pharmacy

\_\_\_\_\_  
Date