MESSAGE FROM THE PROGRAM DIRECTOR

Thank you for your interest in ACCP Academy’s Career Advancement Certificate Program. The Career Advancement Certificate Program is designed for clinical pharmacy practitioners who are interested in advancing their careers. Participating in the program will help practitioners focus on career planning, demonstrate the value of their clinical services, and facilitate their own professional development.

Although the program is not intended to further develop clinical skills taught in residency training or to demonstrate the knowledge and skills required for board certification or graduate programs, the program is beneficial to all clinical pharmacy practitioners who are looking for further guidance and direction to help them excel and reach their professional goals. Current enrollees blend rigorous study with practical experience, applying what they learn in each module to situations that they face in their individual practice settings.

Whether you are interested only in participating in a couple of modules or in advancing professionally with a professional certificate, I encourage you to learn more about the exciting opportunities offered by the ACCP Academy and I invite you to attend any of our sessions at the next ACCP meeting.

Sincerely,

Joe Saseen, Pharm.D., FCCP, FASHP, BCPS
Career Advancement Certificate Program Director

CURRICULUM

The Career Advancement Certificate Program curriculum includes 6 hours of supportive programming in areas such as developing a business practice plan, enhancing clinical outcomes, establishing professional credibility, building mentoring relationships and other specific practice management activity needs of new and experienced clinical pharmacists. The core modules include:

- Prerequisite Module: Career Advancement Primer (4 hours)
- Module No. 1: Clinical Career Advancement (4 hours)
- Module No. 2: Extending Your Practice by Mentoring and Precepting (4 hours)
- Module No. 3: Establishing Interprofessional and Patient-Centered Roles (4 hours)
- Module No 4: Entrepreneurship for Career Advancement (4 hours)
Required Reading
Participants must complete the following required reading:

Clinical Faculty Survival Guide
Available for purchase in the ACCP Bookstore.

How Doctors Think
Available for purchase in the ACCP Bookstore.

LEARNING OBJECTIVES

Prerequisite Course: Career Advancement Primer
Offered at the ACCP Annual Meeting
4.0 CPE/Academy Credits

At the end of this session the participant should be able to:

1. Identify areas of professional weakness and develop a plan to strengthen these areas.
2. Describe mentoring that is needed to effectively plan for career advancement.
3. Develop goals for your professional advancement as a clinician.
4. Develop goals for your clinical practice.
5. Describe rationale (plural) for documenting clinical activities.
6. Identify efficient/useful tools for documentation.
7. Apply relevant policies and procedures for collecting and presenting clinical data.
8. Develop indicators that demonstrate clinical acumen tailored to their practice site.
9. Describe documentation strategies that justify their services.
10. Facilitate their professional development.
11. Discuss the benefits of Board certification and recertification.
12. Identify the benefits of participation in professional societies.
13. Describe the roles of research and scholarship in establishing themselves as an expert.
14. Discuss how to identify and benefit from mentors.

Pre-assignment:
Identify documents that govern and influence clinical pharmacy services at your setting. These should be brought to this primer and should include, but are not limited to:

- State regulations regarding collaborative drug therapy management,
- Scope of practice for clinical pharmacy services from your site/institution,
- Vision/mission statements and strategic planning documents from your site/institution
Module 1: Clinical Career Advancement
Offered at the ACCP Annual Meeting
4.0 CPE/Academy Credits

At the end of this session the participant should be able to:
1. Define scholarship in its broadest sense; describe the scholarship of discovery, integration, application, teaching, and engagement.
2. Implement strategies to capitalize on scholarly opportunities within your practice.
3. Network and collaborate with other clinicians in your specialty or subspecialty on scholarly projects.
4. Identify appropriate ways to disseminate your scholarly work.
5. Revise (strategically and systematically) your personal plan for career advancement.
6. Create and regularly update an electronic or paper-based portfolio to guide and document your professional activities.
7. Describe the benefits of active participation in professional societies.
8. Employ strategies to establish a mentoring relationship that facilitates career advancement.

Pre-assignment:
Complete prerequisite portfolio assignments.

Module 2: Extending Your Practice by Mentoring and Precepting
Offered in conjunction with ACCP’s Updates in Therapeutics Meeting
4.0 CPE/Academy Credits

At the end of this session the participant should be able to:
1. Discuss responsibilities and rewards for mentoring pharmacy students, residents, and other health care professionals in practice training.
2. Describe characteristics of exemplary preceptors and experiential learning environments in preparation for developing a pharmacy practice experience.
3. Identify effective learning activities specific to your clinical service that would reinforce responsible clinical practice roles.
4. Foster interprofessional team work in patient care activities and develop activities that enhance these relationships.
5. Identify successful approaches to balancing delegation and supervision of health care professional trainees on clinical rotations.
6. Identify strategies to instill professionalism in student’s and resident’s interactions with patients and other health care practitioners.
7. Identify mentor qualities and strategies to successfully establish a personal mentor.
8. Identify ways to deal with difficult students and residents in challenging learning environments.

Pre-assignment:
Complete Module No. 1 portfolio assignments.
Module 3: Establishing Interprofessional and Patient-Centered Roles
Offered in conjunction with ACCP’s Updates in Therapeutics Meeting
4.0 CPE/Academy Credits

At the end of this session the participant should be able to:
1. Applying the Theory in Practice: Active Learning Exercise.
2. Highlight the evidence regarding incorporation of interprofessional and patient centered care into clinical practice.
3. Identify the evolving role of pharmacists in the patient centered medical home.
4. Explain how evidence based medicine principles can be used by clinical pharmacists in the ambulatory care environment to facilitate patient centered.
5. Discuss the benefits of communicating with emotional intelligence to present arguments persuasively and establish rapport with other health care providers in the ambulatory care setting.
6. List key stakeholders and organizational leaders within your health care environment that were essential to establishing interprofessional and patient centered care.
7. Using examples within your health system, describe successful culturally sensitive interprofessional and patient centered care programs specifically addressing your strategy in their development and infrastructure.
8. Using examples within your health system, highlight barriers that you have encountered in establishing interprofessional and patient centered care programs and methods employed to successful overcome this barrier.
9. Using examples within your health system, provide specific credentials or training that is needed to develop or be involved with interprofessional and patient centered care programs.
10. Given a particular issue or problem involving interprofessional and patient centered care, devise a specific strategy to provide a “win-win” solution for both parties involved.

Pre-assignment:
Complete Module No. 2 portfolio assignments.

Module 4: Entrepreneurship for Career Advancement
Offered in conjunction with ACCP’s Updates in Therapeutics Meeting
4.0 CPE/Academy Credits

At the end of this session the participant should be able to:
1. Develop a business plan for clinical services that considers the political, financial and practice realities of the organization.
2. Project revenues from the clinical services provided to the target group.
4. Identify within their organizations sources of data for the business plan.
5. Describe the planning process that leads to implementation and monitoring
6. Differentiate team management from leadership
7. List three team management skills that you can apply to your setting
8. Discuss strategies to optimize team management

Pre-assignment:
Complete Module No. 3 portfolio assignments.
CONTINUING PHARMACY EDUCATION CREDIT

The American College of Clinical Pharmacy is accredited by the Accreditation Council for Pharmacy Education as a provider of continuing pharmacy education. To claim Continuing Pharmacy Education (CPE) credit for any of the Career Advancement Certificate Program activities please go to www.accp.com/ce and sign-in, complete the relevant session evaluation, and claim your CPE.

ONLINE PORTFOLIO

Participants must assemble a formative portfolio containing philosophy, products, self-assessment, and peer or mentor assessments. The electronic portfolio will serve as the guiding and monitoring tool for professional advancement over the course of the certificate program. Portfolio development will be initiated following the completion of the prerequisite module.

Completion of the assigned portfolio activities will be required within six months of taking the module and prior to participating in the next module.

Accessing Your Portfolio
Accessing your portfolio is easy! First, sign into your ACCP Account. On your My Account page, locate the My Links section. There will be a link to each ACCP Academy program that you are currently enrolled in. In this case you would select the Career Advancement Certificate Program link which will take you to the program’s home page. Select the Access Portfolio link located at the top of the page. This will take you into your portfolio.

Progress Reports
Keep track of your progress in the ACCP Academy by accessing your progress report. Your progress report is located within the portfolio and is updated within 14 days of the conclusion of each ACCP meeting.

MENTORING

Participants are encouraged to recruit a mentor from their own institution to provide guidance and feedback for their portfolio. Mentors will assist each participant in applying the learned principles to the professional environment. Mentors will also meet regularly with protégés and provide opportunities for the protégé to observe and (if feasible) participate in the mentor’s applicable roles and responsibilities. If you are unable to find a mentor in your institution, ACCP will provide a mentor from among some of the program’s graduates. Please contact Zangi Miti at zmiti@accp.com if you need assistance identifying a mentor. Recruiting a mentor is optional.

NEWSLETTERS

The ACCP Academy Career Advancement Newsletter is a biannual electronic publication initiated to publicize ACCP Academy updates, provide resources and tips that can enhance learning, and serve as a means of exchange for those involved in the ACCP Academy Career Advancement Certificate Program (CACP). You are invited to contribute by suggesting ideas for content and providing short items of interest. Please send your suggestions and comments to Zangi Miti at zmiti@accp.com.

ENROLLMENT AND PROGRAM COSTS

To apply for the ACCP Career Advancement Certificate Program, apply online or download the application form. A one-time application fee of $150 (to offset expenses for online portfolio maintenance) will be charged upon enrollment in the certificate program. Other costs include registration fees to the ACCP Spring and Fall Annual Meetings and the cost of publications identified as required reading.