



Licensing of Pharmacy Residents

PGY1 Residents:

1. The resident must have a NYS Pharmacy Intern Permit prior to commencement of the residency program.

PGY2 Residents:

2. The resident may utilize reciprocity to obtain licensure if their current license is outside of New York. If the primary licensure period is less than 12 months the board of pharmacy may require the Part III waiver be utilized. The MPJE should be taken regardless of the Part III status.

All Residents:

3. The resident is required to be licensed as a pharmacist (in New York) by November 1st of the year they begin their residency program to ensure they are practicing as a licensed pharmacist for at least 2/3 of the residency program.
4. Failure to achieve this goal will result in their dismissal from the program.

Pharmacy Residency Dismissal Policy

Residency Training Enhancement

Residents who are not performing satisfactorily based on:

- the standards of the residency program
- their evaluation processes
- not abiding by the KH Time & Attendance Policy (HR. 305)

must be immediately notified and a written corrective action plan developed. Examples of corrective action plan include: special assignments or repeating rotation(s).

The Residency Program Director along with the resident's primary preceptor has the authority to initiate a corrective action plan. The corrective action plan must:

- describe the specific deficiencies in required competencies
- identify the resident's additionally required activities
- list restrictions or conditions placed on the resident during this period (i.e., denial of PTO)
- provide written feedback about the resident's performance status on a mutually agreed upon time frame (i.e., 1 – 2 months)
- outline consequences of not fixing the deficiencies in the allotted time frame

Residents are given the opportunity to remediate their deficiencies and must provide written response to their primary preceptor and the Residency Program Director throughout this corrective action plan process.

Dismissal

Dismissal will be considered for residents who fail to meet objectives outlined in their corrective action plan. The Residency Program Director along with the primary preceptor shall provide to the resident written notice of a resident's unsuccessfully corrected performance problems prior to dismissal.

Leave Policy

Refer to Kaleida Health Policy: Leave of Absence (HR.203). According to this policy, to be eligible for a family and medical leave of absence (FMLA), an employee must have worked at least 1,250 hours during the twelve (12) month period immediately preceding the leave request.

ASHP Residency Standards may necessitate an extension of the training period upon the residents' return to work in order for the resident to qualify for certification.

If the resident misses more than 12 weeks they will be dismissed from the program.

If the resident misses greater than 87 days (170 days), the residents will need to complete the missed weeks by extension of the residency up to 12 weeks. This extension will be completed by the resident as a volunteer within Kaleida Health.

Duty Hours

The Kaleida Health Residency Programs support a work environment which is conducive to learning. The program follows the regulations for duty hours set forth by the ASHP to ensure such an environment for learning. See ASHP document "Pharmacy Specific Duty Hours Requirements."

Key features of the regulations which apply to all Kaleida Health Residency Programs are as follows:

- Resident responsibilities shall not exceed an average of eighty hours per week averaged over a four week period.
- Adequate rest periods between scheduled on-duty assignments should consist of ten non-working hours and at least one twenty-four hour non-working period shall be scheduled weekly.
- The expectation is that residents will not be employed outside the hospital.
- Residents will not be allowed to pick up open shifts as a pharmacist at any Kaleida Health facility (i.e. "moonlight").

Wellbeing/Resilience Policy

A state of wellbeing requires balance in all areas of life. The Kaleida Health residency program encourages residents to participate in programming that will help avoid burnout and promote wellbeing during the residency program.

Customized Training Plan

As a prevention strategy, several items will be monitored to assess resilience and avoid burnout in the specific sections in the Customized Training Plan.

Strengths

- *GRIT Scale* (<https://angeladuckworth.com/grit-scale/>). Residents who score less than three (3) may require additional support (i.e., more frequent RPD, primary preceptor and mentor meetings/check-ins).
- *Myers-Briggs* (<https://www.16personalities.com/free-personality-test>)
- *StrengthsFinder* (list 5 strengths)

Personal & Wellness Goals

- *Perceived Stress Scale* (<https://www.test-stress.com/en/perceived-stress-test.php>)

Leadership

Review personal and professional skills in relation to balance, interpersonal relationships, dealing with difficult situations, etc.

Mentor Program

Residents are assigned a mentor who will meet with them throughout the residency program at mutually convenient times. All discussions are confidential. Mentors serve as liaisons with the resident and the RAC. The mentor provides positive and constructive feedback to the resident as necessary.

Wellbeing Days Off

The resident has the option to use Paid Time Off (PTO) to encourage personal well-being. All time off should be discussed with the rotation preceptor before the rotation during most circumstances.

Additional Activities

Additional activities that may help to promote wellbeing and avoid burnout may occur based on discussion with the RPD, Primary Preceptor or Mentor. These may include:

- Events with preceptors
 - Incoming/Outgoing resident party
 - Dinner at ASHP Midyear meeting and regional meeting
- Frequent informal checking in by primary preceptor or mentor
- Listening to podcasts on Mindfulness or Meditation
- Encouraging Meditation (several phone apps are available)

PGY2 Requirement

All PGY2 residents must submit to the RPD a copy of their PGY1 certificate for having completed their PGY1 residency program. This must be submitted within 4 weeks of beginning the PGY2 program. Failure to submit the certificate within this time frame will result in dismissal.

Rev. 10/21/20