

# PHA5025C: Personal and Professional Development 5

Fall 2022

*0.5 Credit Hours – [Satisfactory/Unsatisfactory]*

*The purpose of this course is to track the personal and professional growth of individual students. This course is the fifth of nine sequential courses that serve as an anchor for the co-curriculum and home for tracking achievements of performance milestones. This course continues to expand on the 10 pharmacist attributes (problem solving/critical thinking, education, patient advocacy, cultural awareness, interprofessional collaboration, communication, self-awareness, leadership, innovation and entrepreneurship, and professionalism). This course focuses on development of an innovative and entrepreneurial mindset, self-awareness, and professionalism.*

## Teaching Partnership Leaders

**Stacy Miller, Pharm.D., MBA, BCACP**

- Email: [stacy.miller@cop.ufl.edu](mailto:stacy.miller@cop.ufl.edu)
- Office GNV HPNP 4323
- Office Hours: See Canvas course site
- See Appendix A. for Course Directory of Faculty and Staff Contact Information

Office Hours: Please see the Canvas course site for posted office hours

## Entrustable Professional Activities

This course will prepare you to perform the following activities which the public entrusts a Pharmacist to perform:

### **Interprofessional Team Member Domain**

6. Collaborate as a member of an interprofessional team.

### **Self-Development Domain**

15. Create a written plan for continuous professional development.

## Course-Level Objectives

Upon completion of this course, the student will be able to:

1. Establish goals for continuing professional development based on self-awareness in reflecting on personal development needs.
2. Embody professional attitudes, values, and behaviors across the curriculum that are expected of a pharmacist in daily practice, in the community, and within the pharmacy profession.

- Demonstrate professional attitudes, values, and behaviors during co-curricular activities.

## Course Pre-requisites

Completion of all Year 2 Pharm.D. program coursework including milestones.

## Course Co-requisites

All Fall Semester Year 3 Pharm.D. program coursework

## Course Outline

See Appendix. Please routinely check your campus calendar and the Canvas course site for any messages about changes in the schedule including meeting dates/times, deadlines, and room changes.

## Required Textbooks/Readings

Required readings will be posted in Canvas.

Use [UF VPN to access UF Libraries Resources](#) when off-campus.

The UF HSC library staff can assist you with questions or issues related to accessing online library materials. For assistance contact your College of Pharmacy librarian or visit the [HSC Library Website](#) at this URL: <http://www.library.health.ufl.edu/>

## Suggested Textbooks/Readings

Suggested readings will be posted on Canvas.

## Other Required Learning Resources

None

## Materials & Supplies Fees

None

## Student Evaluation & Grading

Personal and Professional Development is a Satisfactory/Unsatisfactory course. A grade of satisfactory requires completion of all course activities and assignments, including milestones where appropriate. See Course Specific Policies section for additional details on late assignment policies.

Assessment Item	
Team contract	Satisfactory completion and submission to Canvas
Syllabus quiz	100%
Portfolio items	Satisfactory completion and upload to CORE

<ul style="list-style-type: none"> <li>• CPD fall assignment</li> <li>• Curriculum vitae (CV)</li> </ul>	
<b>Interprofessional Education</b> <ul style="list-style-type: none"> <li>• Opioid activity</li> </ul>	Attend and pass satisfactorily as determined by IPE program requirements
<b>CATME evaluations</b>	Complete by due dates in Appendix
<b>Team debriefing assignments</b> <ul style="list-style-type: none"> <li>• Team debriefing individual assignment</li> <li>• Team debriefing team assignment</li> </ul>	Satisfactory completion and submission to Canvas
<b>Career Coach activities</b> <ul style="list-style-type: none"> <li>• Career Coach meeting</li> <li>• Career Coach evaluation</li> </ul>	Meet by due date in Appendix Satisfactory completion by due date in Appendix
<b>Co-curricular activities</b>	Completion of 5 hours of approved activities by the due date in Appendix

## Educational Technology Use

The following technology below will be used during the course and the student must have the appropriate technology and software.

1. ExamSoft™ Testing Platform
2. Canvas™ Learning Management System
3. Salesforce©
4. Qualtrics®
5. PharmAcademic™

For technical support, navigate to [Educational Technology and IT Support Contact Information](http://curriculum.pharmacy.ufl.edu/current-students/technical-help/) at this URL: <http://curriculum.pharmacy.ufl.edu/current-students/technical-help/>

## Pharm.D. Course Policies

The Policies in the following link apply to this course. Review the General [Pharm.D. Course Policies](http://curriculum.pharmacy.ufl.edu/current-students/course-policies/) carefully, at this URL: <http://curriculum.pharmacy.ufl.edu/current-students/course-policies/>

## Course-Specific Policies

### PPD Quiz Policy

- Students must earn a score of 80% or higher on each quiz. Students will be given 2 attempts to complete the quiz to earn the passing score. The score that is the higher of the 2 attempts will be used to calculate the students course grade
- If the passing score is not earned on the second attempt, a makeup assignment will be required for a student to complete to demonstrate competence in the content area.

### PPD Late Assignment Policy

- All assignments are due by the date and time specified in the syllabus.

- 3 or more late assignments will incur a Professionalism Lapse that will count towards the steps in the Professionalism Advisement Plan and a referral to the Professionalism Committee. The exception to this rule is CATME; failure to complete CATME by the due date will result in a Professionalism Lapse.
- Late assignments will be subject to a make up assignment in addition to required submission of the original assignment. The make up assignment will be sent approximately one month before the end of the course. Students failing to submit both the original and make up and assignments by the specified due date will receive an Incomplete grade in the course.

## Makeup Assignments

Makeup assignments may be required for excused absences from all Active Learning Sessions. Students will be required to complete the makeup assignment within one week of the missed session.

## Late Assignments

- All assignments are due by the date and time specified in the syllabus.
- 3 or more late assignments will incur a Professionalism Lapse that will count towards the steps in the Professionalism Advisement Plan and a referral to the Professionalism Committee. The exception to this rule is CATME; failure to complete CATME by the due date will result in a Professionalism Lapse.
- Late assignments will be subject to a make up assignment in addition to required submission of the original assignment. The make up assignment will be sent approximately one month before the end of the course. Students failing to submit both the original and make up and assignments by the specified due date will receive an Incomplete grade in the course.

## Respect for Diversity

The University of Florida College of Pharmacy strives to stimulate a culture that promotes diversity and inclusion within an exceptional community of students, faculty, and staff. It is our intent that students from all diverse backgrounds and perspectives be well served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength, and benefit.

We intend to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and appreciated. Please let us know ways to improve the course's effectiveness for you personally or for other students or student groups.

If any of our class meetings conflict with any of your religious events, an excused absence will be provided when requested using the standard UF COP process as detailed in the [UF COP Course policies](#).

If you feel that you have experienced or witnessed any bias/treatment that falls short of these expectations, you may submit a report through the UF [COP Student Mistreatment Report](#).

## Course Evaluation Process

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

# Appendix A. Course Directory

## Teaching Partnership Leader/Course Director(s):

### Stacy Miller, Pharm.D., MBA, BCACP

- Email: [stacy.miller@cop.ufl.edu](mailto:stacy.miller@cop.ufl.edu)
- Office: GNV HPNP 4323
- Phone: 352 - 273 - 7820

Office Hours: Please see the Canvas course site for posted office hours

### Questions to Ask:

- Concerns about performance
- Guidance when there are performance problems (failing grades)
- General questions about content

## Other Teaching Partnership Faculty Members:

### Priti Patel, PharmD,

- Email: [ppatel@cop.ufl.edu](mailto:ppatel@cop.ufl.edu)
- Office: remote

## Instructional Designer:

### Skylar Johnson, M.A.

- Email: [skylarjohnson@cop.ufl.edu](mailto:skylarjohnson@cop.ufl.edu)
- Office: HPNP 4309
- Phone: 352 – 273 - 5719

## Academic Coordinator Gainesville Campus:

### Ashleigh Langford

- Email: [lynn5897@cop.ufl.edu](mailto:lynn5897@cop.ufl.edu)
- Office: HPNP 4312
- Phone: 352 – 273 6002

[Absent Request Ticket 3PD](#)

## Educational Coordinators

### Katie Orben

- Email: [korben06@ufl.edu](mailto:korben06@ufl.edu)
- Office: Jacksonville Campus

**Andrea M Arredondo**

- Email: [aarredondo1@cop.ufl.edu](mailto:aarredondo1@cop.ufl.edu)
- Office: Orlando Campus
- Phone: (407) 313 - 4087

**Questions to Ask:**

- Issues related to course policies (absences, make up exams, missed attendance)
- Absence/tardy requests (Only the Academic Coordinator handles absence requests)
- Questions about dates, deadlines, meeting place
- Availability of handouts and other course materials
- Assignment directions
- Questions about grade entries in gradebook (missing grades, incorrect grade)
- Assistance with ExamSoft® (Distance campus students may contact the Educational Coordinator for use of Exemplify and assistance during exams. The Academic Coordinator is the contact person for issues related to grading and posting of ExamSoft grades.)

## Appendix B: Course Outline

Date / Time [Recommended for Independent Study]	Mod#	Activity	Activity Title	Responsible	Contact Time (hr)
	1	Module	Module 01: Introduction to Year 3 of Personal and Professional Development	Stacy Miller	
8/24/22	1.1	Video Lecture	Watch: Course Introduction Video	Stacy Miller	0.5
8/24/22		Video Other	Watch: TED Talk: Eduardo Briceño: How to get better at the things you care about	Stacy Miller	0.25
8/24/22		Video Other	Watch: TED Talk: Steven Johnson: Where good ideas come from	Stacy Miller	0.25
8/24/22		Video Other	Watch: TED Talk: Joi Ito: Want to innovate? Become a "now-ist"	Stacy Miller	0.25
8/24/22		Video Other	Watch: TED Talk: Stefan Sagmeister: The power of time off	Stacy Miller	0.25
8/26/22 at 11:59pm		Assignment Graded	Assignment: Submit Team Contract into Canvas course site. Only 1 person from team needs to upload the document.	Stacy Miller	
08/26/22 at 11:59pm		Quiz (Online)	Assignment: Complete Syllabus Agreement (Canvas)	Stacy Miller	
	2	Module	Module 2: Career Development		
9/15/22 at 11:59pm		Assignment Graded	Assignment Due: Career Planning; CPD Assignment: Submit Cycle 2 Reflect/Plan (CORE)	Priti Patel	
9/21/22 from 10:40am-12:35pm		Active Learning Session	Career Panel	Stacy Miller	1
	3	Module	Module 03: Team Debriefing & CV Workshop	Stacy Miller	
10/5/22 at 11:59pm		Assignment Graded	Assignment: Peer Evaluations (CATME)	Priti Patel	
10/10/22 from 12:00pm-2:00pm via zoom		Active Learning Session -- Zoom	Opioid IPE Activity (Zoom)	Karen Whalen	1
10/03/22		Video Other	Watch: TED talk – Celeste Headlee: 10 ways to have a better conversation	Stacy Miller	0.25
10/03/22		Video Other	Watch: TED talk – Kathryn Schulz: on being wrong	Stacy Miller	0.25
10/03/22		Video Other	Watch: TED talk – Julian Treasure: 5 ways to listen better	Stacy Miller	0.25
10/03/22		Video Other	Watch: TED talk – Margaret Heffernan: Dare to disagree	Stacy Miller	0.25
10/19/22 at 7:30am		Assignment Graded	Assignment: Team Debriefing Individual Assignment (Canvas)	Stacy Miller	

<b>Date / Time [Recommended for Independent Study]</b>	<b>Mod#</b>	<b>Activity</b>	<b>Activity Title</b>	<b>Responsible</b>	<b>Contact Time (hr)</b>
10/19/22 from 8:30-10:25am		Active Learning Session	Team Debriefing and CV Workshop	Stacy Miller	1
10/19/22 at 11:25am		Assignment Graded	Assignment: Team Debriefing Team Assignment (Canvas)	Stacy Miller	
10/19/22 at 11:59pm		Assignment Graded	Assignment Due: Updated CV (CORE)	Stacy Miller	
10/31/22 at 11:59pm		Assignment Graded	Assignment: Meet face-to-face or via video chat with Career Coach by this date.	Stacy Miller	
10/31/22 at 11:59pm		Assignment Graded	Assignment: Complete Career Coach Evaluation (CORE)	Stacy Miller	
11/18/22 at 11:59pm		Assignment Graded	Assignment: Peer Evaluations (CATME)	Priti Patel	
11/18/22 at 11:59pm		Assignment Graded	Submit Co-Curricular Activities (5 hours) (SmartSheet)	Stacy Miller	
				Total Contact Time	5.5

## Appendix C: Career Coach Evaluation

**Self-Awareness:** How would you rate the student's level of self-awareness? (We define self-awareness as being able to examine and reflect on personal knowledge, skills, abilities, beliefs, biases, motivation, and emotions that could enhance or limit personal and professional growth)

Level 1	Level 2	Level 3	Level 4	Level 5
With <b>extensive coaching</b> , the student does <b>NOT</b> meet the definition of self-awareness.	With <b>extensive coaching</b> , the student is able to meet the definition of self-awareness.	With <b>moderate coaching</b> , the student is able to meet the definition of self-awareness.	With <b>minimal coaching</b> , the student meets the definition of self-awareness.	With <b>no coaching</b> , the student <b>independently</b> meets the definition of self-awareness.

**Self-Improvement:** Please rate the student's ability to identify areas of self-improvement

Needs Improvement	Meets Expectations	Exceeds Expectations
The student has not yet identified his/her strengths and areas for improvement	The student has thoughtfully identified strengths and areas for improvement.	The student has thoughtfully identified strengths and areas for improvement and has specific plans in place to work on these areas.

**Professionalism:** How would you rate the student's level of professionalism? (We define professionalism as being able to exhibit behaviors and values that are consistent with the trust given to the profession by patients, other healthcare providers, and society.)

Level 1	Level 2	Level 3	Level 4	Level 5
With <b>extensive coaching</b> , the student does <b>NOT</b> meet the definition of professionalism.	With <b>extensive coaching</b> , the student meets the definition of professionalism.	With <b>moderate coaching</b> , the student meets the definition of professionalism.	With <b>minimal coaching</b> , the student meets the definition of professionalism.	With <b>no coaching</b> , the student <b>independently</b> meets the definition of professionalism.

**Career Planning:** To what extent has the student established a career path?

Not defined	Somewhat defined	Defined
The student is undecided about his/her career area in pharmacy.	The student is somewhat sure about the type of pharmacy practice he/she desires. They can state a desired future career path, but is contemplating multiple career options.	The student has clearly identified a future career path/area of pharmacy practice.

**Career Planning & Continuing Professional Development:** How would you rate the student's ability to establish personal goals as part of CPD?

Level 1	Level 2	Level 3	Level 4	Level 5
With <b>extensive coaching</b> , the student is <b>NOT</b> able to establish appropriate goals.	With <b>extensive coaching</b> , the student is able to establish appropriate goals.	With <b>moderate coaching</b> , the student is able to establish appropriate goals.	With <b>minimal coaching</b> , the student is able to establish appropriate goals.	With <b>no coaching</b> , the student <b>independently</b> established appropriate goals

<b>Goals:</b> Did the student write their short- and long- term goals in the SMART format?	Yes	No
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