

## B. Qualifications to Serve as an Experiential Education Site

- Comply with all local, state and Federal laws
- Maintain appropriate licensure to serve as a training site
- Have controls in place to maintain patient confidentiality and comply with HIPAA requirements
- Protect students rights in accordance with FERPA
- Maintain adequate physical facilities and personnel
- Require professional image for practice environment
- Provide a workload to the student of a level that facilitates student learning
- Maintain a collection of resources that meet or exceed state board of pharmacy requirements (i.e. equipment and/or drug information)
- Provide the student sufficient contact with other healthcare professionals
- Have executed an [Affiliation Agreement](#) with the SWOSU College of Pharmacy

## C. Developing Your Experiential Education Rotation

Valuable rotation experiences will include the following elements:

- Design rotation to meet the learner's level of education
  - IPPE
  - APPE
- Design rotation to meet the learner's level of experience and interest
- Orientation to site and personnel
  - introduction to primary and secondary preceptor and other pharmacy staff
  - tour facility, acclimate student to pharmacy layout and workflow
  - introduce student to equipment, computer programs and other systems
  - acquaint student with site policies and procedures
- Clear communication of expectations
  - cover both preceptor and student expectations early in the rotation
  - encourage students to perform self-evaluations of performance
- Outline the student's responsibilities (these should be reasonable, yet challenging)
  - review syllabus, goals and objectives
  - set goals
  - develop a rotation calendar and assign daily activities to help the students achieve goals
- Involve student in daily activities and patient care
- Role model desired behaviors
- Express enthusiasm for your work
- Provide adequate supervision of the student
- Encourage self-directed learning
- Provision of timely feedback
  - provide feedback on a regular basis
  - discuss strengths

- discuss areas that need improvement
- complete formal mid-point and final evaluations
- Assign appropriate grade
  - students will rise to your expectations
  - recognize excellence

More detailed information can be found through The Pharmacist's Letter  
([www.pharmacistsletter.com/?referer=swosu/ptrn](http://www.pharmacistsletter.com/?referer=swosu/ptrn))

