

INTERNAL MEDICINE RESIDENCY REQUIREMENTS CHECKLIST

The resident is expected to complete the following list of activities within the residency year. Progress with completion of these activities is reviewed quarterly by the Residency Program Director (RPD), and successful completion of all items is required before a residency certificate is awarded.

Credentials

- ☐ Documentation of completed PGY1 Pharmacy Residency
- ☐ Oklahoma Pharmacist License
- ☐ Oklahoma Pharmacist Preceptor License
- ☐ Basic Life Support (BLS) Certification
- ☐ Advanced Cardiac Life Support (ACLS) Certification
- ☐ Oklahoma Immunization Certification (optional, discuss with RPD)

General Documentation

- ☐ PharmAcademic Initial Training Plan
- ☐ Quarterly Updates and Quarterly Self-Evaluations in PharmAcademic training plans
- ☐ PharmAcademic learning experience, preceptor, and self-evaluations
- ☐ Resident Duty Hours (logged in PharmAcademic)
- ☐ Internal Medicine Disease State Appendix Completion (see separate tracking document)
- ☐ Residency Portfolio in PharmAcademic
Portfolio should include documentation of activities in patient care (progress/clinical notes, team inservices, formal DI responses), practice management, teaching, and research/scholarship.
- ☐ Successful completion of goals and objectives selected for residency
80% of objectives must be assessed as 'Achieved for Residency.' Of that 80%, all of the objectives pertaining to patient care must be achieved for the residency (competency area R1). The remaining 20% must be assessed at a minimum of 'Satisfactory Progress'.
- ☐ Exit Survey
- ☐ End of Residency Survey in PharmAcademic

Learning Experiences

- ☐ Successfully complete all rotation assignments and evaluation documentation:
 - ☐ Orientation activities (concentrated experience, up to 1 month)
 - ☐ Internal medicine (4 months, rotation)
 - ☐ Internal medicine subspecialties (2 months, rotation)
 - ☐ Ambulatory care (1 month rotation or 6-month longitudinal)
 - ☐ Research & Scholarship (1 month, rotation)
 - ☐ Electives (2 months)
 - ☐ Leadership & Practice Management (longitudinal)
 - ☐ Research & Scholarship (longitudinal)
 - ☐ Teaching (longitudinal)
 - ☐ Clinical Staffing (longitudinal) [average of one weekend staffing shift (Saturday and Sunday) every 3 weeks from July-June]

Practice Management/Leadership/Professional Development

- ☐ Complete one medication use evaluation (MUE) and present findings to the relevant institutional committee
- ☐ Complete one of the following activities:
 - Develop a drug monograph and present findings to the relevant institutional committee
 - Prepare or revise a treatment guideline or protocol and present to the relevant institutional committee

- ☐ Participate in monthly medication error reporting as assigned
- ☐ Join and contribute to an institutional committee, if available (e.g., medication safety)
- ☐ Serve on an educational committee at the College of Pharmacy (e.g., assessment committee)
- ☐ Participate in the recruitment and evaluation of PGY1 and PGY2 residency candidates
- ☐ Attendance and participation at all required resident rounds sessions

Teaching/Professional Presentations

- ☐ Lead 2 pharmacotherapy review sessions for IM preceptors (one each half of the residency year)
- ☐ Present one topic or journal club at an internal medicine (or subspecialty) session (e.g., ACCP PRN; Infectious Diseases Conference)
- ☐ Deliver one resident grand rounds presentation to pharmacy residents and preceptors
- ☐ Successfully complete the minimum required teaching activities for PGY2 residents (see teaching policy) OR the OUCOP Advanced Teaching Skills for Residents certificate program

Research & Scholarship

- ☐ Present one poster/abstract of original research at a national meeting
- ☐ Present original research at a regional residency conference
- ☐ Complete one original research project
- ☐ Prepare a research project manuscript in a format suitable for submission for publication
- ☐ Complete one review of a manuscript in the peer-review process of publication
- ☐ Optional: prepare at least one article (in addition to preparing a research manuscript) for publication (e.g., case report, review article, newsletter)