



Resident Name: _____

AMBULATORY CARE 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, and successful completion of all items is required before a residency certificate is awarded. Note: requirements for the teaching certificate are separate and should be completed and documented under the direction of the Education Preceptor.

☐ Credentials

Oklahoma Pharmacist License	
Oklahoma Preceptor License	
Basic Life Support (BLS) Certification	
Oklahoma Immunization Certification	

☐ Quarterly Documentation

	Q1 (July – Sept)	Q2 (Oct – Dec)	Q3 (Jan – Mar)	Q4 (Apr – June)
Residency Qtrly Training Plan with RPD				
Disease State Intervention Tracking				
Exit Survey	---	---	---	
Clearance Documentation	---	---	---	
Completed Portfolio	---	---	---	
PharmAcademic End of Residency Survey	---	---	---	

Successful completion of all Learning Experiences

- ☐ Longitudinal Pediatrics
- ☐ Longitudinal General Internal Medicine
- ☐ Concentrated General Internal Medicine
- ☐ Orientation
- ☐ Concentrated Pediatrics
- ☐ Practice Management
- ☐ Longitudinal Teaching
- ☐ Longitudinal Research
- ☐ Community Outreach
- ☐ Advanced GIM
- ☐ Electives

Program Objectives

- ☐ 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’.

General Program Documentation:

- ☐ Residency Portfolio in PharmAcademic (should include all documentation of activities in patient care (progress/clinical notes, team inservices, formal DI responses), practice management, teaching, and research/scholarship)
- ☐ Completion of baseline, 6 month, and final self-evaluation (Provided by RPD)
- ☐ Entering PharmAcademic Initial Training Plan
- ☐ PharmAcademic quarterly updates and quarterly self-evaluations
- ☐ Resident duty hour documentation (logged in PharmAcademic)
- ☐ PharmAcademic End of Residency Survey
- ☐ Summary checklist, exit survey and clearance documentation prior to final evaluation

Practice Management/Leadership/Professional Development

- ☐ Lead 2 discussions in preparation for a certification exam
- ☐ Complete new practice proposal (under Practice Management)
- ☐ Serve on OUCOP committee as assigned
- ☐ Conduct at least 1 educational in-service to non-pharmacist staff (e.g., GIM, FM)
- ☐ Participate in the recruitment and evaluation of PGY1 and PGY2 residency candidates

Teaching (including but not limited to; please see corresponding document for further details outlining other expectations for formal teaching certificate)

- ☐ Assume responsibility for P4 rotation students for one month
- ☐ Deliver at least 2 didactic lectures with case discussion within the Advanced Diabetes Elective
- ☐ Participate in PHAR 7773 Ambulatory Care elective during the fall
- ☐ Facilitate APPE Ambulatory Care topic discussions monthly throughout the academic year

Community Outreach (including but not limited to; please see corresponding learning experience for further details outlining other expectations for community outreach)

- ☐ Participate as preceptor at Unity Clinic (IPE Student Run Clinic) twice in the fall and twice in the spring
- ☐ Participate in the planning of and as preceptor for campus flu clinics and Asian Health Coalition Health Fair
- ☐ Optional. Attend Camp Blue Hawk as a medical preceptor (end of July/beginning of August)

Resident Rounds (including but not limited to; please see corresponding document for further details outlining other expectations for Resident Rounds)

- ☐ Complete all requirements of resident rounds series
- ☐ Deliver one resident grand rounds presentation to pharmacy residents/preceptors

Research/Scholarship

- ☐ Complete one IRB approved original research project
- ☐ Prepare a research project manuscript in a format suitable for submission for publication
- ☐ Complete two reviews of a manuscript in the peer-review process of publication
- ☐ Present research project at ASHP Midyear Conference and/or Vizient
- ☐ Present research project at regional residency conference