

## PHA 5666 Practice Experiences I Course

3 Credit Hours

### Course Purpose

Enables the WPPD student to refine clinical practice and patient care skills and demonstrate competency in 4 student learning outcome domains; cultivate their lifelong learning skills and demonstrate competency in performing continuing practice development (CPD); and develop and implement strategies to improve pharmacy practice by completing the clinical practice improvement (CPI) learning activity.

### Course Faculty and Office Hours

#### Course Coordinators

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Office hours by appointment; email to request

### Place and Time of Class Sessions

All 3<sup>rd</sup> semester WPPD students must enroll in this course. Fourth semester WPPD students who do not complete 4 CPAs and/or CPI requirements by the end of their 3<sup>rd</sup> semester must enroll into this course to complete any remaining Practice Experience course I requirements. All students enrolled in this course must attend a **mandatory** orientation session within 2 weeks of the course start date in order to pass the course.

### Relation of Course to 2013 WPPD Program Outcomes:

This course will promote the student's achievement of some the following Student Learning Outcomes (SLOs), all of which must be demonstrated upon graduation from the WPPD Program:

#### Domain 1 – Foundational Knowledge

1.1. *Learner (Learner)* - Develop, integrate, and apply knowledge from the foundational disciplines (i.e., pharmaceutical, social/behavioral/administrative, and clinical sciences) to evaluate the scientific literature, explain drug action, assess and solve therapeutic problems, and advance population health and patient-centered care.

#### Domain 2 – Essentials for Practice and Care

2.1. *Patient-centered care (Caregiver)* - Provide patient-centered care as the medication expert (collect and interpret evidence, prioritize patient needs, formulate assessments and recommendations, implement, monitor and adjust plans, and document activities).

2.2. *Medication use systems management (Manager)* - Manage patient healthcare needs using human, financial, technological, and physical resources to optimize the safety and efficacy of medication use systems.

2.3. *Health and wellness (Promoter)* - Design prevention, intervention, and educational strategies for individuals and communities to manage chronic disease and improve health and wellness.

2.4. *Population-based care (Provider)* - Discuss how population-based care influences patient-centered care and influences the development of practice guidelines and evidence-based best practices.

### Domain 3 - Approach to Practice and Care

3.1. *Problem Solving (Problem Solver)* – Identify and assess problems; explore and prioritize potential strategies; and design, implement, and evaluate the most viable solution.

3.2. *Educator (Educator)* – Educate all audiences by determining the most effective and enduring ways to impart information and assess understanding.

3.3. *Patient Advocacy (Advocate)* - Assure that patients' best interests are represented.

3.4. *Interprofessional collaboration (Collaborator)* – Actively participate and engage as a healthcare team member by demonstrating mutual respect, understanding, and values to meet patient care needs.

3.5. *Social & Cultural Sensitivity (Includer)* - Recognize social determinants of health in order to diminish disparities and inequities in access to quality care.

3.6. *Communication (Communicator)* – Effectively communicate verbally and nonverbally when interacting with an individual, group, or organization.

### Domain 4 – Personal and Professional Development

4.1. *Self-awareness (Self-aware)* – Examine and reflect on personal knowledge, skills, abilities, attitudes, beliefs, biases, motivation, and emotions that could enhance or limit personal and professional growth.

4.2. *Leadership (Leader)* - Demonstrate responsibility for creating and achieving shared goals, regardless of position.

4.3. *Innovation and Entrepreneurship (Innovator)* - Engage in innovative activities by using creative thinking to envision better ways of accomplishing professional goals.

4.4. *Professionalism (Professional)* - Exhibit behaviors and values (e.g., UF PHARM D CORES) that are consistent with the trust given to the profession by patients, other healthcare providers, and society.

### **Course Competencies**

Upon completion of this course, the student will demonstrate minimum competency in the following areas by completing CPAs 1.1-1.4 and CPI requirements:

1. Patient-Centered Care: Formulating Care Plans
2. Public Health: Promoting Health & Wellness
3. Continuous Professional Development: Based on Self-Assessment Elective1
4. Continuous Professional Development: Professional Organizations & Advocacy Elective 2

### **Course Objectives**

Upon completion of this course, the student will:

1. Demonstrate the ability to implement and complete CPAs and CPI requirements.
2. Demonstrate the ability to perform the following tasks with accuracy and proficiency:
  - a. Assess a patient's vital signs by measuring blood pressure, temperature, pulse, respiration, and by assessing drug efficacy and toxicity.
  - b. Review a minimum of five medication profiles and identify all medication-related problems.
  - c. Assimilate patient data and write at least 5 pharmaceutical care plan or SOAP notes.
  - d. Conduct a medication and health history interview with a patient.
  - e. Assimilate patient data and establish drug therapy endpoints for the patient (e.g., the therapeutic goal).
  - f. Evaluate a patient and individualize a dosage regimen of a drug which has a narrow therapeutic range.
  - g. Counsel patients about medications for a chronic disease.
  - h. Participate in a public health activity and outline the role of the pharmacist in public health.
  - i. Demonstrate the ability to identify an area for personal improvement by self-assessment, and then develop, implement, and successfully complete a personal learning plan that enables this personal improvement.

- j. Attend a pharmacy organization meeting, learn about advocacy issues related to the practice of pharmacy, and apply this knowledge to their practice.

### Pre-Requisite Knowledge and Skills

Through either coursework in a B.S. pharmacy degree program or work experience, the student is expected to have the following knowledge and skills:

1. Time management skills
2. Technical skills as outlined in the requirements for admission to the WPPD program.
3. Knowledge of medical abbreviations and common medical terminology
4. Familiarity with basic pharmacokinetic concepts: half-life, volume of distribution, time to steady state
5. Ability to perform calculations using natural logarithms and exponential equations
6. Ability to perform calculations that require use of basic algebra
7. Ability to collaborate with pharmacists and other healthcare professionals
8. Ability to work with an approved preceptor and find a UFL affiliated site to complete CPAs.
9. Understanding of the CPA program, requirements for completion of CPAs, and expectations for CPA competency.
10. Understanding of the CPI (Clinical Practice Improvement) requirements and expectations.

### Course Structure & Outline

Students are required to attend CPA 1.1 in Gainesville, FL and successfully complete CPAs 1.1-1.4. You will learn via a “blend” of experiential learning activities (multiple self-directed learning activities and learning activities in the simulated practice setting). Acquisition of knowledge and skills are assessed with completion of CPAs 1.2-1.4, CPI outline / plan, and the Practice Experiences competency quiz.

**Course Outline/Activities:** See individual CPA and CPA policy and procedures documents for CPA-specific goals and objectives and required activities.

### Textbooks

The following textbooks will be used throughout your course of study in the WPPD program. No other textbooks will be required. Textbooks can be purchased via various internet sites; however, make sure you buy the latest editions.

1. **DiPiro et al.** Pharmacotherapy: A Pathophysiological Approach, **2017, 10<sup>th</sup> ed.** (ISBN: 0071800530)
  - a. This text is available via the UF library/ Access Pharmacy database. Although you can use the online version for study, most students find it essential to purchase a hardcopy of the Pharmacotherapy Text. Online access to the Pharmacotherapy text may not be available during exams.
  - b. (Caution: Old editions are sold on the internet and should not be purchased. Watch carefully what edition you purchase. A Pharmacotherapy Handbook is also available with the current edition. This handbook is a useful reference in daily practice but should not be purchased in lieu of the text listed above.)
2. **Schwinghammer et al.** Pharmacotherapy Casebook: A Patient Focused Approach, **2017, 10<sup>th</sup> ed.** (ISBN-13: 9780071830133). Currently, only 8<sup>th</sup> edition cases are available via the UF library/AccessPharmacy database.
3. **Abate MA, Blommel ML.** Remington Education: Drug Information and Literature Evaluation, 2013, 1st Ed, Pharmaceutical Press. ISBN-10: 0857110667 ISBN-13: 978-0857110667.
4. **Lee, Mary.** Basic Skills in Interpreting Laboratory Data, American Society of Health Systems Pharmacists, 2013, 5<sup>th</sup> ed.
5. **Murphy J.** Clinical Pharmacokinetics Pocket Reference, American Society of Health Systems Pharmacists, 2011, 5<sup>th</sup> ed., (ISBN-10: 1585282545 / ISBN-13 978-1585282548)

Additional textbooks, handbooks, or drug information resources may be needed depending on the student’s previous clinical expertise and CPA activities.

### Active Learning Requirements

Active learning requires students to actively participate in synchronous learning activities and complete assignments/activities that require application of what is learned from lectures or independent study. Active learning will occur with successful completion of CPAs 1.1-1.4, CPI outline, and CPI plan.

### Technology Requirements

The WPPD program requires that students have the following hardware and software resources:

<http://it.pharmacy.ufl.edu/student/requirements/> .

### How to Access the Course Website

The course website is at the following URL: <https://lss.at.ufl.edu/>. This website contains pdf files, URLs, and other learning resources.

To begin the course, login into <https://lss.at.ufl.edu/> using your Gatorlink login and password. You will see the course 5666 on you schedule. You should also access the WPPD Resources Course site for additional information and resource documents on CPAs, CPI, and Capstone Paper requirements.

### Student Evaluation & Grading

**Evaluation Methods:** For adult learners who are already practicing pharmacists, the development of competency in the practice of pharmaceutical care is of utmost importance, not course grades. This is emphasized in the entire WPPD Program.

At the end of Semester 3, a grade of either S (Satisfactory) or U (Unsatisfactory) will be assigned for the course. A grade of S will be assigned when the student successfully completes the 4 CPAs and CPI outline/plan in year 1 of the WPPD program.

### CPA 1.1-1.4 Requirements:

CPAs 1.1-1.4 should be completed during Semesters 2-3. During these semesters, a preceptor will evaluate each CPA completed by the student. To successfully complete a CPA, the student must achieve a score of Advanced Beginner. For each CPA, criteria and a rubric have been established for assigning a score. The preceptor will use the criteria and rubric to assign a score. In order to provide students with guidance in completing 4 CPAs by the third session of the third semester of the WPPD program, the student will receive feedback from the facilitator after **Semester 2** to provide guidance for any edits needed to achieve a grade of Satisfactory by the third session of Semester 3 (final grading timeframe).

### Grading Scale

The following rubrics will be used to provide the student with feedback and used for course grading:

By Session 3 Date	Unsatisfactory Progress (U)	Satisfactory Progress (S)
<b>Semester 1</b>	<p>One or more of the following have not been completed:</p> <ol style="list-style-type: none"> <li>1. Self-assessment in PharmAcademic</li> <li>2. MyPortfolio profile</li> <li>3. Student has registered for CPA 1.1</li> <li>4. Submission of an Affiliation Agreement to the WPPD office, if needed.</li> </ol> <p>Student has not made any progress in completing CPAs.</p>	<p>The following have been completed:</p> <ol style="list-style-type: none"> <li>1. Self-assessment in PharmAcademic</li> <li>2. MyPortfolio profile</li> <li>3. Student has registered for CPA 1.1</li> <li>4. Submission of an Affiliation Agreement to the WPPD office, if needed.</li> </ol>
<b>Semester 2</b>	<p>Student has less than 2 CPAs completed</p>	<p>Student has completed 2 CPAs and registered for CPA 1.1 for next semester or student has completed CPA 1.1 and another CPA.</p>

By the end of Semester 3, the student's facilitator will evaluate the student's progress in successfully completing the 4 required CPAs using the rubric below. A grade of S will be assigned if the facilitator indicates the student has

accomplished either “Satisfactory Progress” or “Exceeds Expectations.” A grade of U will be assigned if the facilitator indicates the student has accomplished “Unsatisfactory Progress.”

**Semester 3**

Grade = U	Grade = S
<b>Unsatisfactory Progress</b>	<b>Satisfactory Progress</b>
Student has less than 4 CPAs completed.	CPAs 1.1-1.4 are completed.

**CPI Requirements:**

During Year 1, students will review the Foundations CPI\* video and outline, reflect on practice ideas, and plan a strategy to improve Pharmaceutical Care. Clinical Practice Improvement (CPI) strategies should be designed to improve pharmaceutical care in some way within the student's realm of influence. Examples include giving in-services to the community, counseling patients, implementing drug delivery systems to reduce medication errors, or implementing clinical pharmacy services. The strategy may be one that is expected to have either a direct or indirect impact on drug therapy outcome of patients. See the WPPD Resources E-Learning Website for Clinical Practice Improvement (CPI) overview and requirements. Students submit and present the CPI outline and plan during Session 1 (or remote weekend). The facilitator reviews the CPI outline and plan for approval during the in-class updates during the 2<sup>nd</sup> and 3<sup>rd</sup> semester body system courses, respectively. By Session 2, students will need to upload evidence of faculty approval for their final CPI outline and plan, incorporating suggestions for improvement from their facilitator. The final CPI Plan will be uploaded to PHA5666 and PharmAcademic under CPI Year 1 (evidence, accomplishment). Upon satisfactory completion, Dr. Markowsky will assign a grade of 100% to the gradebook for the 3<sup>rd</sup> Semester CPI assignment.

**Table 1. Recommended Timelines and Requirements for Practice Experiences Courses I (grey highlighting)**

Semester	Requirements
2	<ul style="list-style-type: none"> <li><b>Submit and Present CPI Outline:</b> Decide on project idea for Clinical Practice Improvement (CPI) strategy. Complete a CPI outline form (Resources tab). Include a literature search relevant to topic. Submit CPI outline to the concurrent body system course and present to facilitator during Session 1 (body system course).</li> </ul>
3	<ul style="list-style-type: none"> <li><b>Write CPI plan:</b> Write a CPI plan (1-2 page, full sentence, full paragraph written plan with references). Include a reference list after conducting a literature search relevant to the topic.</li> <li><b>Submit the CPI Plan to PHA5666 to Pass the Practice Experiences I Course and Move forward to next course.</b></li> </ul>

After Semester 2, the student’s progress in successfully completing the CPI plan as Satisfactory (S) or Unsatisfactory (U) will be evaluated by review of the CPI Plan submission in PHA5666. A grade of S will be assigned if the student has completed the CPI outline and CPA plan by Session 2 of the third semester.

Grade = U	Grade = S
<b>Unsatisfactory Progress</b>	<b>Satisfactory Progress</b>
One or more of the following have not been completed: <ol style="list-style-type: none"> <li>Final CPI plan is submitted to PHA5666 by Session 2.</li> <li>CPI submission includes a 1-2 page written plan (full sentence, full paragraph).</li> <li>CPI plan describes a way to improve Pharmaceutical Care within the student’s realm of influence.</li> </ol>	CPI Plan is completed by Session 2. The written CPI Plan is a 1-2 page, full sentence, full paragraph paper detailing plans to improve Pharmaceutical Care within the student’s realm of influence.

### **Remediation**

If a student receives a grade of Unsatisfactory for PHA 5666, the Practice Experiences I course, the student must register for the course again in Semester 4. In order to be eligible to continue taking WPPD coursework that semester, the student must have approval of the Assigned coordinator, CPAs. If the 4 CPAs are not completed by the session 3 of their 4th semester, the student may not go on to their 5th semester until CPAs 1.1-1.4 are completed. Students who fail any UFL course more than twice will be dismissed from the program.

### **Class Attendance Policy**

All students enrolled in this course must attend a **mandatory** orientation session within 2 weeks of the course start date in order to pass the course.

Students are required to attend CPA 1.1 in Gainesville, FL and successfully complete CPA 1.1-1.4. See individual CPA and CPA policy and procedures documents for CPA-specific goals and objectives and required activities.

### **Quiz Policy**

The student may contact the instructor to obtain details about why points were deducted. The student is allowed unlimited opportunities to pass the quiz.

### **Assignment Deadlines**

All students enrolled in this course must attend a **mandatory** orientation session and complete the orientation assignment within 2 weeks of the course start date in order to pass the course. The student must obtain a 100% on the Practice Experiences I competency quiz to pass the course; the student has unlimited number of attempts and until the end of the semester to pass the quiz.

The student must have 4 CPAs and CPI plan/outline completed by the date of session 2 in their 3<sup>rd</sup> semester to pass the Practice Experiences I course. The student must submit documentation to their facilitator by the second session to ensure that all CPAs are completed satisfactorily.

The student is requested to complete an evaluation of Practice Experiences course I. The link to the evaluation tool will be available in the Practice Experiences I course site at the end of the semester.

### **General College of Pharmacy Course Policies**

The College of Pharmacy has a website that lists course policies that are common to all courses. This website covers the following:

1. University Grading Policies
2. Academic Integrity Policy
3. How to request learning accommodations
4. Faculty and course evaluations
5. Student expectations in class
6. Discussion board policy
7. Email communications
8. Religious holidays
9. Counseling & student health
10. How to access services for student success
11. Faculty Lectures/Presentations Download Policy

Please see the following URL for this information:

<http://www.cop.ufl.edu/wp-content/uploads/dept/studaff/policies/General%20COP%20Course%20Policies.pdf>

### **Complaints**

Should you have any complaints with your experience in this course please contact your course coordinator. If unresolved, contact the COP Senior Associate Dean-Professional Affairs. For unresolved issues, see:

<http://www.distancelearning.ufl.edu/student-complaints> to submit a complaint.

## Appendix A

### Course Faculty

#### Course Coordinators

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#### Coordinator (CPI / Captone Paper)

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#### Facilitators

See course website for list of regional and remote facilitators.

#### Program Director

Sven Normann, Pharm.D. , DABAT

Associate Dean, Distance, Continuing, and Executive Education

Director, Working Professional Doctor of Pharmacy Program

#### Program Coordinator

Rayshawn Engram

Email: [r.engram@distancelearning.cop.ufl.edu](mailto:r.engram@distancelearning.cop.ufl.edu)

1-866-226-7228 ext. 5032

#### **Whom Do You Contact?**

##### **Course Coordinator will address:**

1. Course specific issues (e.g., course content, clarification of assignments, can't find grades, and questions about quiz)
2. Any exceptions made for student emergencies affecting course participation or completion
3. Late or missed quiz

##### **Facilitator will address:**

1. Submission and review of CPA and CPI documentation
2. Final grades received

##### **WPPD Office will address:**

1. Faculty and program evaluation
2. Course credit
3. Facilitators and student/facilitator assignments and relationships
4. Student Records
5. Tuition
6. Affiliation Agreements (Tracie Cooper at [tracie@cop.ufl.edu](mailto:tracie@cop.ufl.edu))
7. Preceptor approvals (Dr. Weizer at [mweizer@cop.ufl.edu](mailto:mweizer@cop.ufl.edu))
8. PharmAcademic requests (Jackie Lavinder at [lavinder@cop.ufl.edu](mailto:lavinder@cop.ufl.edu))



**Program Manager will address:**

1. Registration

**Technical Support:**

University of Florida Computing Help Desk  
(352)-392-4357

Addresses issues related to:

1. e-Learning
2. Gatorlink accounts
3. Gatorlink email
4. myUFL
5. ISIS.

**Assistance in Completing Online Assignments/Quizzes**

If you are having a technical problem that is preventing you from completing an assignment or quiz on time, please inform your facilitator immediately. If you cannot reach your facilitator, please contact your course coordinator.

## Appendix B

### Practice Experiences Course I Policies and Procedures for Clinical Practice Experiences

#### General Policies and Procedures

1. Students are responsible for routinely checking the E-Learning Resources and Practice Resources site for updates related to the following: 1) Policies and Procedures for Practice Experiences, 2) Clinical Practice Assessments, 3) CPI and 4) Other experiential program requirements such as case presentations.
2. All work related to practice experiences (e.g., CPAs, CPI outline/plan, case presentations) submitted must be the work of the student. Plagiarism and other forms of academic dishonesty will be monitored by use of Turnitin© (available in E-Learning) and audits by faculty. Any submitted work that is suspected not to be created/accomplished by the student will be turned over to the Office of Student Judicial Affairs

#### CPAs - General Policies:

1. The student is limited to completing a maximum of **3 CPAs per semester** unless the student has an individual CPA Plan that has been approved by the Assigned coordinator, CPAs.
2. The student must complete all CPA self-assessments and evaluations in PharmAcademic and upload all required evidences to MyPortfolio as instructed in the individual CPA documents.
3. Students must not use patient cases or other clinical activities that are used for Course/Session presentations/assignments for CPA credit.
4. CPA credit will not be given for any activities required of the CPI. All learning activities completed as a CPA (especially a CPD CPA) must be distinct from the CPI activities. The CPI and the CPA topic may be related, but the CPA must involve acquisition of new abilities and skills that have not been/will not be learned during the project.
5. The student is responsible for the following:
  - a. **Identification of One or More Practice Sites.** A practice site is the patient-care setting where the student will complete a CPA. The student must identify one or more practice sites that meet the criteria outlined in the CPA documentation. In addition, the student must provide the site with the UF affiliation agreement and have the site submit a signed copy to the WPPD Office, if the site does not already have a signed affiliation agreement with UFL WPPD.
  - b. **Identification of Preceptors:** A preceptor is a practitioner who can supervise the student's completion of a CPA. Once a potential preceptor is identified, the student must request the preceptor in PharmAcademic (see CPA Quick Scan for details). Students can check to see if the preceptor is approved for the respective CPA by looking under that CPA in PharmAcademic. All preceptor applicants will be reviewed and approved by the Assigned coordinator, CPAs. Students may utilize their facilitator as their preceptor, however, the facilitator must agree to be the preceptor beforehand. Students are encouraged to use local preceptors. Up to three (3) weeks may be required for approval. CPAs that are started before this approval step will not be certified as completed by the facilitator and Assigned coordinator, CPAs.
  - c. **Submission of a request for preceptor to be approved:** Students must make a request for a preceptor to be approved. The request is made in PharmAcademic. If the site is affiliated and the preceptor approved for that CPA, the student will be matched and receive an email from PharmAcademic notifying him/her of the match. The start and stop dates that the student enters into the request are very important and drive the dates that students will receive the pre- and post CPA self-assessments, respectively. Also, the student should confirm with the preceptor that the end date is appropriate for the preceptor to complete the evaluation of the student.
  - d. **Completion of all pre-requisites required of the affiliated site (HIPAA, drug-screen and background check).** Some of the sites require students to complete prerequisite paperwork/background checks/drug screens that must be coordinated with the WPPD office. E-Learning contains a list of sites that have an affiliation agreement and if the site has these special requirements, it is noted in the list. Students who complete experiential activities (e.g., CPAs, obtaining patient data for presentations or other assignments, CPI) at one of these sites without completing these pre-requisites will not receive credit for the work and will have to re-do the work (e.g., CPA, presentation, CPI).

- e. **Submission of learning plans to preceptors prior to beginning continuous professional development (CPD) activities.** For all CPD CPAs (electives), the preceptor must approve the student's learning plan before the student implements it.
- f. **Selection of patients without conflict of interest.** Students should avoid using family and friends as sources of patients for CPAs if the student cannot put oneself in a caregiver role with the individual.
- g. **Completion of a CPA.** A CPA is completed once the student has successfully completed all self-assessments, the preceptor's evaluation, the required activity, and submitted the required evidences to MyPortfolio. In addition, the student must receive his/her evaluation from the preceptor.
- h. **Final Sign off for year 1 CPAs.** Students will meet with their assigned CPA co-coordinator to review the WPPD Student and Faculty Resource assignment submissions, the assignments in the 5666 course and the portfolio with supporting evidences for CPA 1.1 to 1.4 for the final sign off for the 5666 course.

## Appendix C

### Requirements of 4<sup>th</sup> Semester Student Practice Experiences Course I

All 4<sup>th</sup> semester students enrolled in Practice Experiences I course need to attend at a minimum of 3 PE course conference calls this semester. The first call is to orient you to the course (group call), the second call is with the Assigned coordinator, CPAs individually to discuss your CPA plan and if needed, CPI/capstone paper plan, and the third to discuss your progress in meeting PE course requirements (also individual call).

**You must attend these calls to pass the course. You should check email regularly during this course!**

Purpose of the calls: During the first call, the goals and objectives of the course and outlining the activities for the semester will be discussed. All students must write up a draft plan prior to the second call (in Word) and email it to the Assigned coordinator, CPAs for approval. During the second call, a review and discussion of the student's individualized CPA plan will occur. Students must submit a revised draft after subsequent calls, if needed. During the third call, a discussion of student CPA progress and if/when CPA requirements will be met will occur.

The first call is a group call. Check email for this information. The student is responsible for contacting the Assigned coordinator to set up the second and third conference call. It is the expectation of the Assigned coordinator that the student will maintain e-mail contact to update the Director on CPA progress. If needed, the Assigned coordinator may act as the student's facilitator during this course. **This must all be documented electronically.**

To pass CPA component of the Practice Experiences course I, the student must complete the required CPAs as described in the CPA rubric and meet the expectations described in the individualized plan. In addition, it is the expectation that the student will also begin working on 1 CPA to meeting 4<sup>th</sup> CPA semester expectations (see CPA rubric).

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**Appendix D**

**Requirements of 4<sup>th</sup> Semester Students Enrolled in Practice Experiences Course I  
CPA Plan**

We will be working together to meet your CPA goals this semester.

Please fill out the information below and send it to the Assigned coordinator, CPAs as an attachment. From this information we will develop your goals and objectives for this course and a satisfactory grade will be given when these goals are met.

Name:

Contact phone:

E-mail address:

Indicate which CPAs you have already completed (signed off by your facilitator).

CPA #

CPA #	Preceptor/Describe activity in detail	Timeframe/ begin and end date	Expected completion date (submission to facilitator)

Indicate which CPAs you want to complete this semester:

Indicate what barriers you have to completing CPAs:


Within the first week of class:

E-mail Dr. Riley [kriley@cop.ufl.edu](mailto:kriley@cop.ufl.edu) or Dr. Weizer [mweizer@cop.ufl.edu](mailto:mweizer@cop.ufl.edu) to set up a conference call to discuss your plan