

PHA 5667 Practice Experiences Course II

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 apply evidence-based literature and outcomes data by writing a capstone paper on a pharmacotherapy topic of their choice.

Course Faculty and Office Hours

Course Coordinators

Karen Riley BScPhm, Pharm D, BCPS, CGP, BCACP, CDE
Clinical Assistant Professor
Co-Coordinator, Clinical Practice Assessments
Email: kriley@cop.ufl.edu
Office hours by appointment only; email to request.

Michele Weizer, PharmD, BCPS
Clinical Associate Professor
Co-Coordinator, Clinical Practice Assessments
Email: mweizer@cop.ufl.edu
Office hours by appointment only; email to request.

Susan Markowsky, PharmD
Clinical Associate Professor
Co-Coordinator, CPI and Capstone Papers
Regional Director, WPPD
Email: smarkowsky@cop.ufl.edu
Office hours by appointment; email to request

Place and Time of Class Sessions

All 6th semester students must enroll in this course. Seventh semester students not completing CPAs 2.1-2.4 in the second year of the program (a total of 8 CPAs) by the end of their 6th semester must enroll into this course. 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 WPPD Program Outcomes:

This course will promote the student's achievement of the following Student Learning Outcomes (SLOs) 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 the level of Competent in the following areas by completing CPAs 2.1 to 2.4:

1. Participate as a member of an Inter-professional, multidisciplinary team
2. Promote public health
3. Use the continuing professional development process to refine practice abilities
4. Develop a business plan

Course Objectives

Upon completion of this course and Practice Experiences course II, the student will:

1. Demonstrate the ability to implement and complete CPAs, CPI, and Capstone Paper requirements.
2. Demonstrate the ability to perform the following tasks at the level of Competent:
 - a. Participate as a member of an Inter-professional Team.
 - b. Review a minimum of 10 medication profiles and identify all medication-related problems.
 - c. Assimilate patient data and write at least 10 pharmaceutical care plans or SOAP notes.
 - d. Conduct medication and health history interview with several patients.
 - 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. Educate and counsel a patient about a new medication that is being started for a chronic disease.
 - h. Propose and implement a clinical preventative service.
 - 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. Develop a business plan for a patient-centered care service including the design, development, marketing, and reimbursement process.

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) and Capstone Paper requirements and expectations.

Course Structure & Outline

You will learn via a “blend” of experiential learning activities (multiple self-directed learning activities and learning activities in the actual practice setting). Acquisition of knowledge and skills are assessed with completion of CPAs 2.1 to 2.4 and the Practice Experience II course competency quiz.

Course Outline/Activities: See individual CPA documents for a list of CPAs, 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, 10th ed.** (ISBN: 0071703543)
 - a. This text is available via the UF library/ AccessPharmacy database. Although you can use the online version for study, most students find it essential to purchase a hardcopy of the Pharmacotherapy Text. . In addition, 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, 10th ed.** (ISBN: 0-071-488-359). This text is available via the UF library/AccessPharmacy database.
3. **Lee, Mary.** Basic Skills in Interpreting Laboratory Data, American Society of Health Systems Pharmacists, 2009, 5th ed. ISBN: 1-585-281-808
4. **Nemire, Ruth.** Pharmacy Student Survival Guide., 3rd edition, 2009 (ISBN: 0-071-603-875) (Electronic Version – ISBN: 0071603883)
 - a. This text is available via the UF library/AccessPharmacy.
5. **Murphy J.** Clinical Pharmacokinetics Pocket Reference, American Society of Health Systems Pharmacists, 2011, 5th 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 2.1 to 2.4.

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 5667 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.

CPA 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.

At the end of Semester 6, 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 CPAs 2.1-2.4 as required for completion in year 2 of the WPPD program for a total of 8 CPAs completed in Years 1 and 2.

CPAs 2.1 to 2.4 should be completed during Semesters 4-6. During these three semesters, a preceptor will evaluate each CPA completed by the student. To successfully complete a CPA, the student must achieve a grade of Competent. For each CPA, criteria and a rubric have been established for assigning a grade. The preceptor will use the criteria and rubric to assign a grade.

In order to provide students with guidance in completing CPAs 2.1 to 2.4 in semesters 4-6 of the WPPD program, the student will receive feedback from the facilitator in Semesters 4 and 5 about progress achieving a grade of S by the end of Semester 6.

Grading Scale

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

Semester 4

Unsatisfactory Progress (U)	Satisfactory Progress (S)	Exceeds Expectations (S)
Student has completed less than 1 second year CPA (numbered 2.1-2.4) or less than 5 CPAs completed total	Student has completed 1 second year CPA (numbered 2.1-2.4) for a total of 5 CPAs	Student has completed more than 1 second year CPA (numbered 2.1-2.4) for a total of more than 5 CPAs

Semester 5

Unsatisfactory Progress (U)	Satisfactory Progress (S)	Exceeds Expectations (S)
Student has less than 2 second year CPAs (numbered 2.1-2.4) completed or less than 6 CPAs completed total	Student has completed 2 second year CPAs (numbered 2.1-2.4) for a total of at least 6 CPAs completed	Student has more than 2 second year CPAs (numbered 2.1-2.4) completed for a total of more than 6 CPAs completed

At the end of semester 6, the student’s facilitator will evaluate the student’s progress in successfully completing CPAs 2.1-2.4 using the rubric below. A grade of S will be assigned if the facilitator indicates the student has accomplished “Satisfactory Progress.” A grade of U will be assigned if the facilitator indicates the student has accomplished “Unsatisfactory Progress.”

Semester 6

Grade = U	Grade = S
Unsatisfactory Progress	Satisfactory Progress
Student has less than 4 second year CPAs numbered 2.1-2.4 completed for less than a total of 8 CPAs completed for year 1 and 2.	Student has completed 4 second year CPAs (numbered 2.1-2.4) for a total of 8 CPAs completed for year 1 and 2.

PharmAcademic and MyPortfolio Requirements:

The student must complete all self-assessments and evaluations in PharmAcademic for CPAs 2.1 to 2.4. All CPA required CPA evidences must be uploaded to MyPortfolio. When required, original work for the CPA must be uploaded to Turnitin® for originality assessment.

Capstone Paper Requirements (previously referred to as PC Paper):

Students are required to submit an evidence-based Capstone Paper prior to completing the WPPD program. Sixth students are required to write and submit a preliminary outline of the paper which includes the purpose of the planned paper and tables detailing the design and results for at least 3 clinical studies relevant to purpose. See E-Learning Website for Capstone Paper overview, requirements, and deadlines. Facilitators evaluate student progress each semester during the body systems course updates. Facilitators will issue a grade of Satisfactory (S) or Unsatisfactory (U) for completion of the sixth semester requirement (purpose/table).

Table 1. Recommended Timelines and Requirements for Practice Experiences Course II (grey highlighting)

Semester	PHA5667 PE II Course Requirements
6	<p><u>Write a purpose statement for the Capstone Paper and draft tables outlining study design, methods and results for at least 3 clinical trials (relevant to purpose). Include reference list.</u></p> <p><u>Submit a document including purpose and study table(s) to PHA5667 by Session 2 in order to pass the Practice Experiences II Course.</u></p>

At the end of Semester 6, the student’s facilitator will evaluate the student’s progress in successfully completing the Capstone Paper purpose and study table(s) as Satisfactory (S) or Unsatisfactory (U). A grade of S will be assigned if the facilitator indicates the student has completed the Capstone Paper purpose and study table requirements and has incorporated suggested revisions based on facilitator feedback by Session 2. The first submission and presentation update are due prior to Session 1 (or remote weekend).

By Session 2, students will need to upload satisfactory Study Tables (and Purpose statement) to the PHA5667 E-learning website in order to pass the course.

Grade = U	Grade = S
Unsatisfactory Progress	Satisfactory Progress
Student has not submitted either the Capstone Paper purpose statement and/or relevant study tables which detail study design, methodology and results for at least 3 clinical studies.	Student has submitted a written purpose statement and detailed relevant study tables which outline the design, methodology and results for at least 3 clinical studies.

Remediation

If a student receives a grade of Unsatisfactory for the Practice Experiences II course, the student must register for the course again in Semester 7. In order to be eligible to continue taking WPPD coursework that semester, the student must have approval of the Assigned coordinator. If the second year CPAs 2.1-2.4 are not completed by the session 3 date of their 7th semester, student may not go on to their 8th semester until the second year CPAs 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.

See the individual CPA document for specific attendance requirements for each CPA.

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 PE II competency quiz to pass the course; the student has until the end of the semester to pass the quiz.

Students must complete and submit all CPA work in PharmAcademic and MyPortfolio by the **second session** to ensure that all CPAs are completed satisfactorily. The student must have a total of 8 CPAs approved by the third session of their 6th semester for final grading to pass the Practice Experiences Course II. Completion of a CPA means completing all self-assessments and all preceptor evaluations in PharmAcademic; all CPA work requirements; submitting original work to Turnitin® for originality assessment; and submitting all required evidences to MyPortfolio. A preceptor evaluation must be completed in PharmAcademic for each CPA.

The student is requested to complete an evaluation of Practice Experiences course II. The link to the evaluation tool will be available on the Practice Experiences II 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

Karen Riley BScPhm, Pharm D, BCPS, CGP, BCACP, CDE

Clinical Assistant Professor, Co-Coordinator, Clinical Practice Assessments, Working Professional PharmD Program, College of Pharmacy, University of Florida, Gainesville, FL,

Email: kriley@cop.ufl.edu

Michele Weizer, PharmD, BCPS

Clinical Associate Professor, Co-Coordinator, Clinical Practice Assessments, Working Professional PharmD Program, College of Pharmacy, University of Florida, Gainesville, FL,

Email: mweizer@cop.ufl.edu

Coordinator (CPI / Capstone Paper)

Sue Markowsky, PharmD

Assigned coordinator (WPPD) and Clinical Associate Professor, Working Professional PharmD Program, College of Pharmacy, University of Florida, Gainesville, FL,

Email: smarkowsky@cop.ufl.edu

Facilitators

See Practice Experiences 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

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 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)
7. Preceptor approvals (Dr. Weizer at mweizer@cop.ufl.edu)
8. PharmAcademic requests (Jackie Lavinder at 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. eLearning (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 II Policies and Procedures for Clinical Practice Experiences

General Policies and Procedures

1. Students are responsible for routinely checking the E-Learning WPPD 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., CPA documents, case presentations, Capstone paper) that is 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. CPA credit will not be given for any activities required of the CPI or Capstone paper. All learning activities completed as a CPA (especially a CPD CPA) must be distinct from the project 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.)
4. 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 2 CPAs.** Students will meet with their assigned CPA co-coordinator to review the WPPD Student and Faculty Resource assignment submissions, the assignments in the 5667 course and the portfolio with supporting evidences for CPA 2.1 to 2.4 for the final sign off for the 5667 course.

Appendix C

Requirements of 7th Semester Students Practice Experiences Course II

All 7th semester students enrolled in Practice Experiences course II need to have an introductory conference call with the Assigned coordinator, CPAs within the first 2 weeks of the semester. At that time, an individualized plan detailing the goals and objectives and outlining the activities for the semester will be discussed. All students must write up the plan discussed in the first conference call in a Word document and submit it to the Assigned coordinator, CPAs for approval.

The student is responsible for contacting the Assigned coordinator to set up the conference call. After the initial call, it is the expectation of the Assigned coordinator that the student will maintain e-mail or other contact to update the Director on CPA progress. This must all be documented electronically.

To pass Practice Experiences course II, 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 2 CPAs to work towards meeting 7th CPA semester expectations (see CPA rubric).

Karen Riley RPh, BScPhm, Pharm D, BCPS, CGP, BCACP, CDE
Clinical Assistant Professor
Co-Coordinator, Clinical Practice Assessments
Email: kriley@cop.ufl.edu
Office hours by appointment only; email to request.

Michele Weizer, PharmD, BCPS
Clinical Associate Professor
Co-Coordinator, Clinical Practice Assessments
Email: mweizer@cop.ufl.edu
Office hours by appointment only; email to request.

Appendix D

**Requirements of 7th Semester Students Enrolled in Practice Experiences Course II
Individualized 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 #

Indicate which CPAs you want to complete this semester:

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

Indicate what barriers you have to completing CPAs:

Within the first week of class:

E-mail Dr. Riley kriley@cop.ufl.edu or Dr. Weizer mweizer@cop.ufl.edu to set up a conference call to discuss your plan