

PRECEPTOR NEWSLETTER

Official Newsletter for Pharmacy Preceptors at Manchester University College of Pharmacy, Natural and Health Sciences



ACPE Site Visit April 12th- 14th

Manchester University's Pharmacy Program will host the Accreditation Council for Pharmacy Education (ACPE) from April 12th – April 14th, 2022 for a virtual site visit. ACPE sets standards for the education of pharmacists, and is the national agency responsible for the accreditation of professional degree programs in pharmacy.

We are very much looking forward to the opportunity to discuss our program, including the growth of our experiential education opportunities and diverse groups of pharmacy preceptors. As part of the preparation for this visit, our faculty, staff, students and the Experiential Education Advisory Council have been working on a self-study report that will be shared with site visitors in March in preparation for the visit.

As part of this virtual visit, site visitors will be meeting with different stakeholders in the pharmacy program, and one of those groups are preceptors. If you are actively engaged as a preceptor, would like to discuss your experiences with our pharmacy program, and are interested and available to participate in a virtual breakfast and meeting on Thursday, April 14th, please reach out to Celia Elder (CElder@manchester.edu) directly. We are excited to show off our experiential program and impress ACPE!

2022 Indiana Pharmacist Association Meeting March 3rd- 4th

The Indiana Pharmacists Association (IPA) is hosting its 141st annual meeting on Thursday March 3rd and Friday March 4th, 2022. This is a great opportunity for preceptors to network with other pharmacists in Indiana, gain continuing education from content experts, and discuss the pressing issues currently affecting pharmacy practice. This is also a great opportunity for student pharmacists to prepare for a success within the pharmacy profession and develop tools for financial planning.

Registration and additional information for the meeting is available at [2022 Annual Meeting - IPA \(indianapharmacists.org\)](https://www.indianapharmacists.org). We encourage you to consider this opportunity and to discuss it with students as well. Early bird pricing ends February 15th!

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APPE Schedule Release

Karen Failor has been hard at work preparing the 2022-2023 APPE student schedules, as students (and preceptors) are chomping at the bit to see their schedules and begin preparing for the 2022-2023 academic year. Schedules are being finalized this month, and will be released to preceptors in early March. As the Class of 2022 finishes their collegiate career over the coming months, we are gearing up to introduce the Class of 2023 and send them out into the APPE universe!

Changes to Manchester Campus Fort Wayne

Earlier this week, we received news from Manchester University's Board of Trustees and President Dave McFadden that the board has approved expanding the Fort Wayne campus by 55,000-60,000 square feet to accommodate the growth of new programs and better serve existing programs. Though plans are not finalized, this likely means a second building will be erected in the parking lot next to the current Fort Wayne building. This signals the continued growth of our Pharmacy, Graduate and Life Sciences programs and a commitment to growing the Health Professions programs. Renovation and construction is expected to continue through the Spring of 2024.

Students and faculty showed support for Women's Pharmacist Day 2022!



Student Absence Policy

Between last week's winter storm, COVID-19, student job/residency interviews, and the professional meeting opportunities students are encouraged to attend, you have likely had to contend with student absences at your rotation site at some point in the past 24 months. Please keep in mind the following:

1. All student absences, excused and unexcused, must be documented in [CORE ELMS](#) by the student. This documentation alerts the Office of Experiential Education (OEE) to follow up with students and preceptors accordingly. Preceptors are not required to submit or approve absences in [CORE ELMS](#).
2. Unexpected absences of the following nature are considered excused so long as appropriate documentation is provided to OEE:
 - Illness
 - Family death
 - Legal proceedings
 - Weather travel warnings
3. Expected absences of the following nature are also considered excused so long as the preceptor is consulted at least 2 weeks prior to the absence, and not more than 3 months before starting the rotation:
 - Professional meetings
 - Job/residency interviews
 - Participant in wedding party

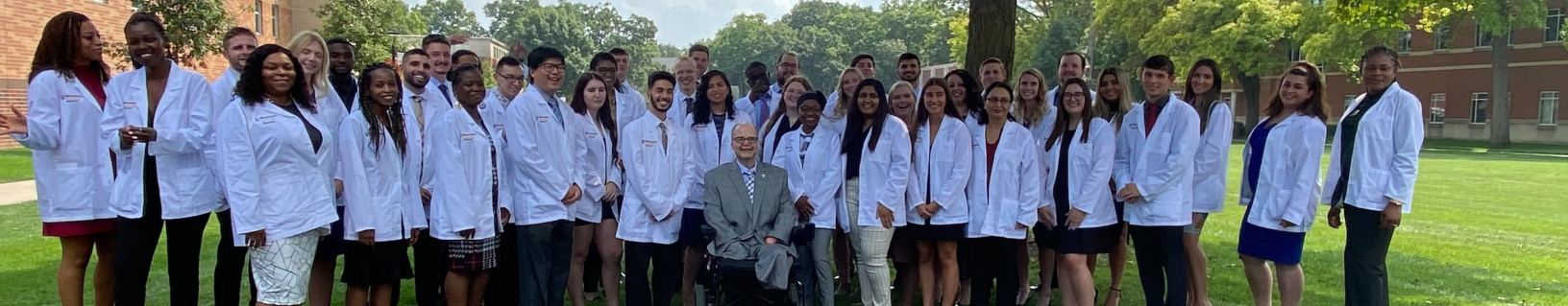
Other expected absences may be considered excused at the discretion of the preceptor. Students are expected to take the minimum time required away from their site for excused absences

4. Unexcused absences include the following
 - Student vacations
 - Non-participant wedding party attendance
 - Work
 - Routine medical and dental check-ups

Other absences may be considered unexcused. Unexcused absences should be reported directly to OEE, and may result in student repercussions up to and including failure of the experience.

5. Time missed by IPPE students must be made up in-person in every case to meet the minimum hours requirement for IPPEs. Time missed by APPE students may be made up in-person or virtually, at the discretion of the preceptor. Format and timing for make-up hours will be dictated by the preceptor and may include time on weekends, evenings, and/or additional projects.

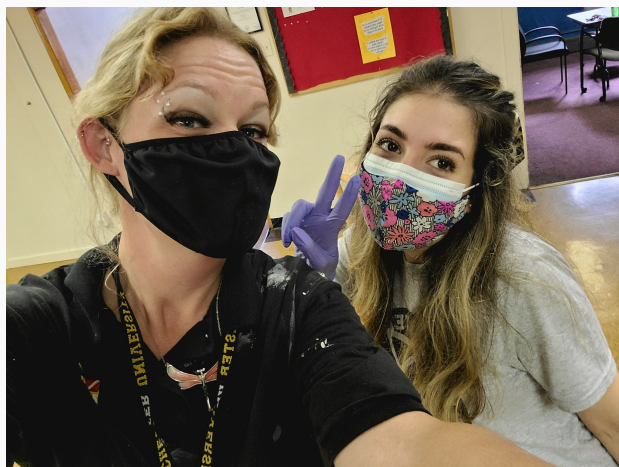
If you ever have a question about a student absence, do not hesitate to contact Ryan Ades (rades@manchester.edu) directly for the appropriate guidance. Thank you for all that you do for our students!



Experiential Education Advisory Council

Are you an engaged IPPE and/or APPE preceptor interested in the success of our students and our program? Would you like to provide meaningful input and drive impactful change within the experiential curriculum at Manchester? Can you commit to attending four 2 hour meetings each year?

If you answered yes to those questions, we would love to invite you to become a part of the Experiential Education Advisory Council. This is a great opportunity to serve on a council to shape Manchester's experiential education program and ensure it is engaging to preceptors and students alike. Council members sign up for a 3 year commitment, with meetings taking place in a hybrid format (on campus and virtually) in May, August, November, and February each year. Please contact Celia Elder (CElder@manchester.edu) directly if you are interested in joining this May!



Contact the Office of Experiential Education



DR. RYAN ADES

Director, Experiential Education
RAdes@manchester.edu
 260-470-4075



DR. RAYLENE ROSPOND

Associate Dean of Clinical Affairs and Outreach
 Professor of Pharmacy Practice
RMRospond@manchester.edu
 260-470-2653



KAREN FAILOR

Operations Specialist
KFailor@manchester.edu
 260-470-4064



CELIA ELDER

Communications Specialist
 International Services Coordinator
CElder@manchester.edu
 260-470-2715