

APhA2022

APhA Academy of Student Pharmacists

Patient Care Vice Presidents Workshop

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San Antonio, TX

WELCOME!



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APhA2022

CONGRATULATIONS!!!

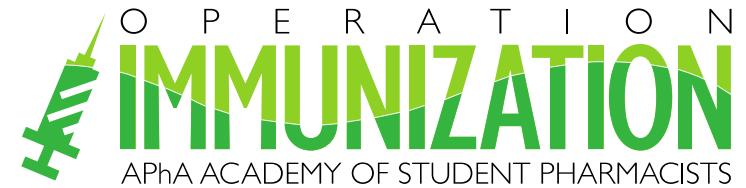
Today's Agenda

1. Purpose
2. Responsibilities
3. Committee Structure
4. Communication
5. Timeline of Events
6. Resources
7. Diversity, Equity, Inclusion, and Accessibility (DEIA)
8. Social Determinants of Health

Purpose and Responsibilities

Purpose

- Implement the national patient care projects (PCP) and community outreach programs and mentor the patient care project chairs
- Oversee all PCPs and community outreach events at the chapter level
- Lead all individual initiatives, such as health fairs



Responsibilities

General

Team Leadership
and Development

External
Relations

Chapter
Programming and
Operations

General Responsibilities

- Ensure patient care activities conform with university, state, and federal regulations
- Attend majority of PCP events
- Collaborate with members of Executive Committee to advertise PCPs
- Collaborate with advisor and faculty who will help with PCPs

Team Leadership and Development Responsibilities

- Mentor PCP chairs in their efforts to implement each project
- Help coordinate volunteer recruitment for community outreach events
- Oversee PCP position transition to ensure information about committee operations is passed to incoming leader

External Relations Responsibilities

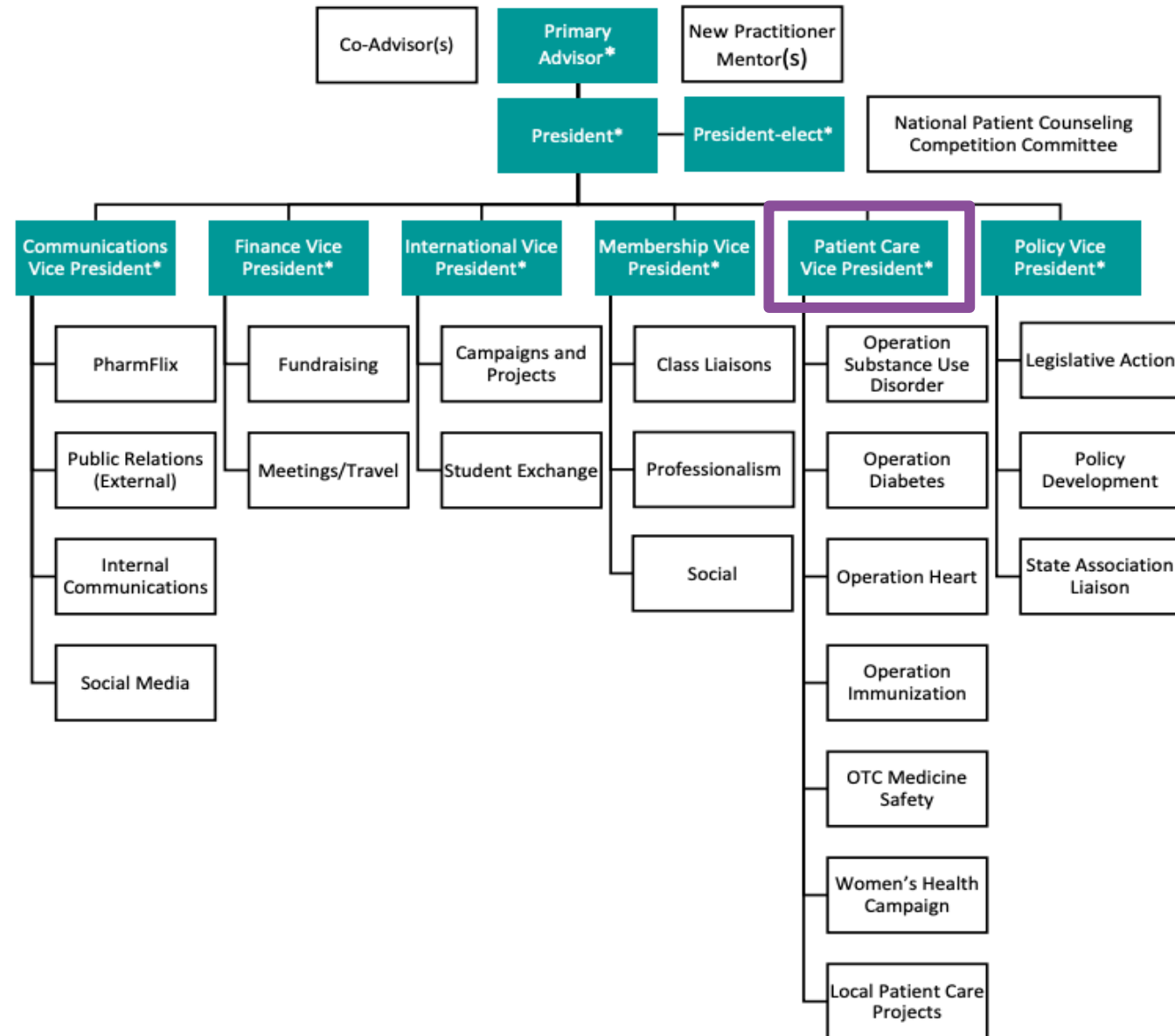
- Work with chapter president, chapter president-elect, and communications vice president to coordinate external relationship efforts
- Build connections in the community with local health groups, Department of Health Services, city council, schools, etc., to facilitate PCP implementation

Chapter Programming and Operations Responsibilities

- Ensure details are properly documented at each event to create accurate and complete chronological lists for the Chapter Achievement Reports
- Work with finance vice president to manage funding
- Maintain a calendar of chapter's PCP events

Communication and Role

Committee Structure



Communications

Outgoing PCVP

Chapter President

Patient Care Project
Chairs

Communications &
Finance Vice
President

Chapter Advisor

Experiential
Learning
Coordinator

Community
Connections/Local
Organizations

PCVPs Nationwide

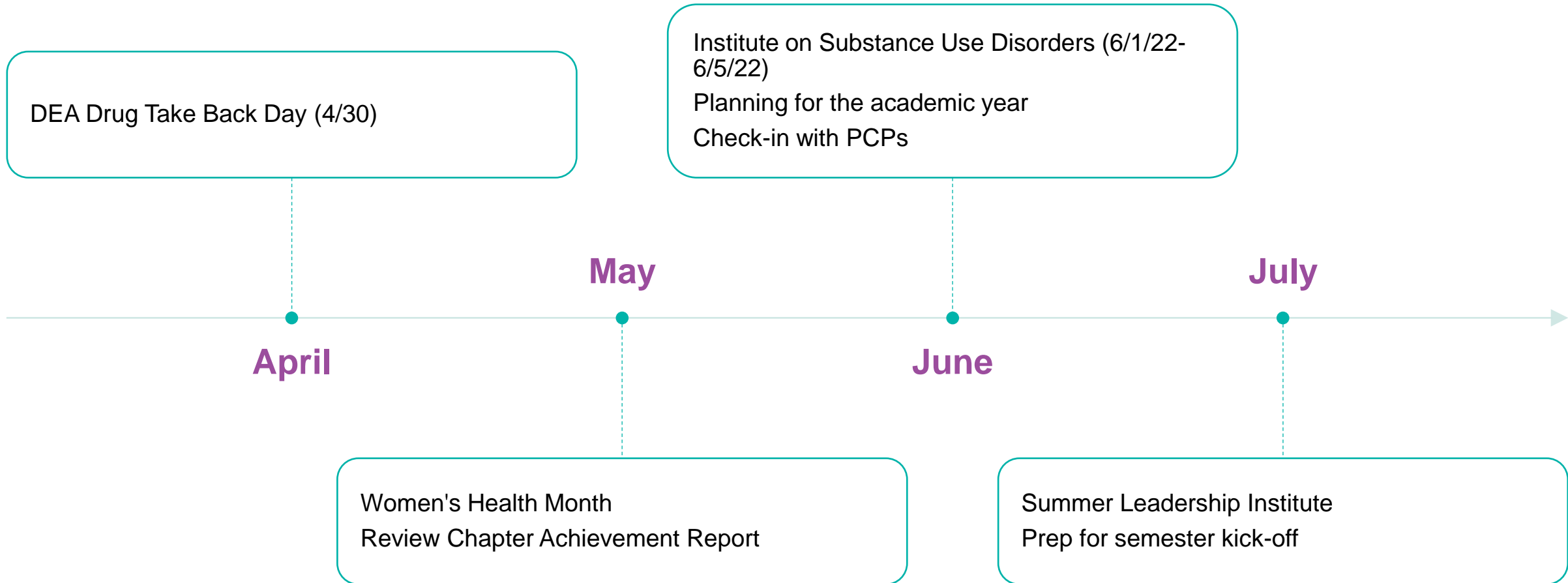
National
Membership
Engagement
Standing Committee

Local

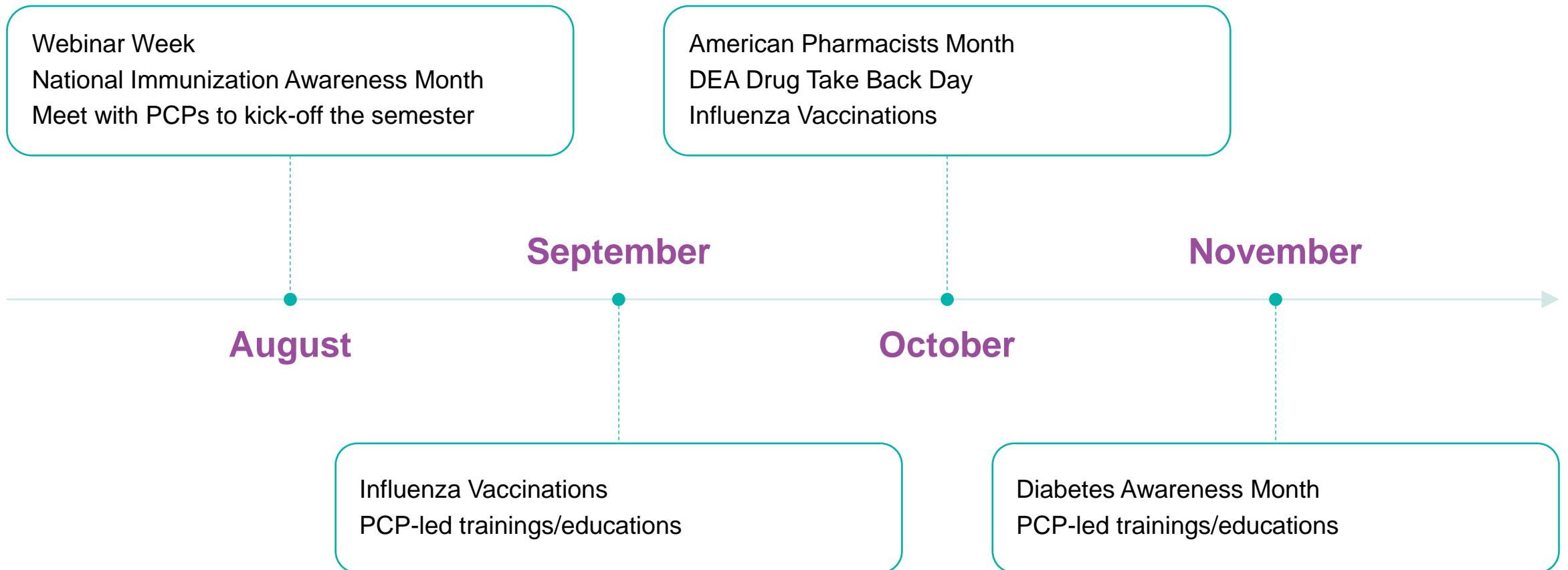
National

Local, Regional, or National

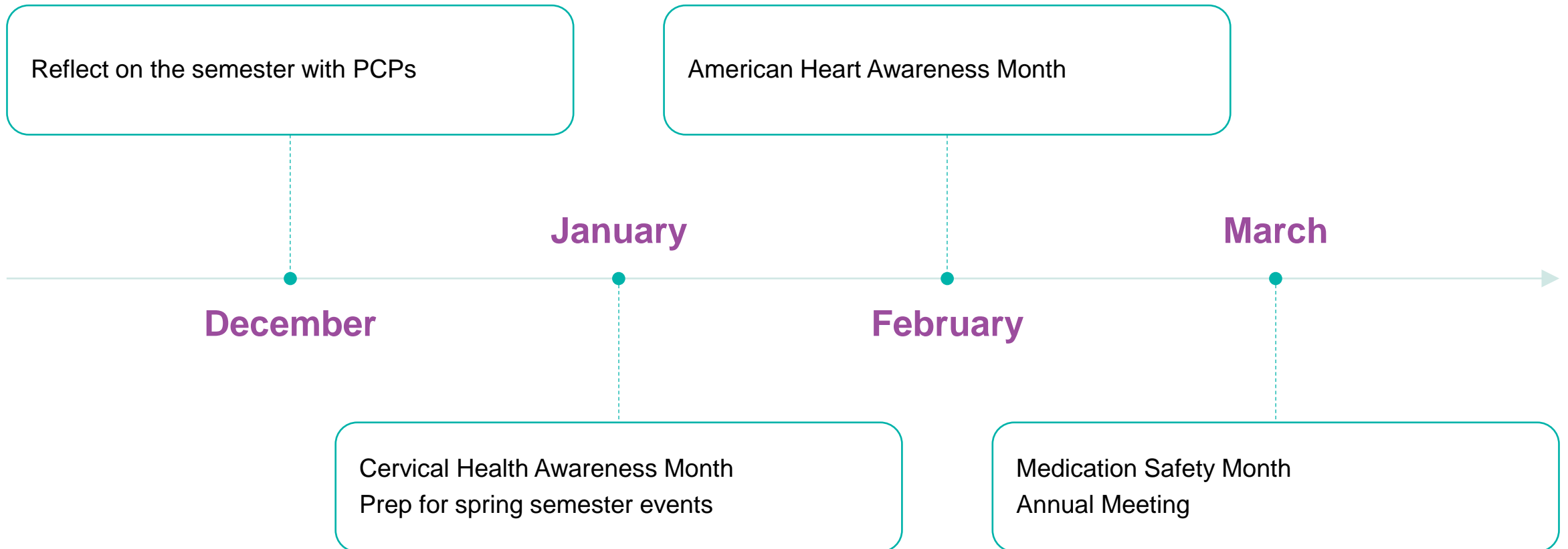
Timeline of Events 2022-23



Timeline of Events 2022-23



Timeline of Events 2022-23



Leading a Team

- Establish a strong communication strategy and relationship with PCPs
 - Determine SMART goals
 - Set expectations
 - Identify skillsets
 - Foster a sense of collaboration, mentorship, and trust
 - Provide clear instructions and resources
 - Value appreciation
- Understand the roles and responsibilities of each PCP

Chapter Achievement Report (CAR)

Serves 3 purposes for your chapter:

1. Allows the APhA staff and the APhA–ASP National Executive Committee to stay up to date on chapter activities
2. Provides the information used to recognize outstanding chapter accomplishments through the APhA–ASP Chapter Achievement Awards (CAA) Program
3. Provides a historical record for your chapter

Chapter Achievement Report (CAR)

- Ensure all details are properly documented at every PCP or community outreach event
 - Consider virtual platform to house documentation (ex: Google Forms)
- Maintain a comprehensive calendar of chapter's PCP events for chronological lists
- Use collect information to develop chronological list and fill out CAR

Resources

Resources

Pharmacist.com

Chapter
Operations
Manual (COM)

Transition Guide

Event Check List

PCVPs

Chapter
Advisors

APhA-ASP Social
Media

New
Practitioner
Network

Email
Communications
from SPC & CEU

Resources

Pharmacist.com

Step One



Step Two



Resources

Pharmacist.com

[LOGIN](#)
[JOIN / RENEW](#)

ASP Projects & Programs

A_{Ph}A-ASP has opportunities for student pharmacists to become involved through patient care projects, community outreach, international organizations, career programming, professional development and more.

A_{Ph}A-ASP national patient care and community service projects



- Operation Diabetes
- Operation Heart
- Operation Immunization
- Operation Reproductive Health
- Operation Substance Use Disorders
- OTC Medicine Safety
- Women's Health Campaign

A_{Ph}A-ASP international opportunities



▪ A_{Ph}A-ASP IPSF

A_{Ph}A-ASP professional development programs



- National Patient Counseling Competition
- PharmFlix Video Contest
- Professional Development Series
- Virtual Learning

A_{Ph}A-ASP career development programs



- A_{Ph}A Experiential Program
- A_{Ph}A Career Pathway Evaluation Program for Pharmacy Professionals

Step Three →

Resources

Transition Guide

Purpose

- Aids in leadership transition between incoming and outgoing VPs and chairs
- Provides essential tools and resources to understand position

Content

- Position specifics including roles and responsibilities
- Proposed timeline for the position
- Expansion on key events

Considerations

- Essential discussion points
- Ideas for the next year
- References and links including specific community resources

Resources

Event Checklist and Timeline



APhA-ASP Event Planning Checklist & Timeline

Proposed Event Title:	
Proposed Event Date:	
Proposed Event Description:	

8 weeks before the event: Determine the goals

Event Type	<ul style="list-style-type: none"> • Patient-care project • Educational • Fundraiser • Professional/Leadership training • Social gathering (networking)
Main goals	
Target Audience	<ul style="list-style-type: none"> • Student pharmacists on-campus • Student pharmacists outside of campus

7 weeks before the event: Determine the details

Site Selection	<input type="checkbox"/> On-campus: <input type="checkbox"/> Off-campus:
Who are some potential partners?	Potential Collaborators:
Are you contracting with a performer or a speaker for the event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Expenses	<input type="checkbox"/> Performer/Speaker Fee: <input type="checkbox"/> Food: <input type="checkbox"/> Decorations and set-up supplies: <input type="checkbox"/> Transportation: <input type="checkbox"/> Advertisement:
Funding Sources	• Are you selling tickets? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much are you going to bring in? \$ _____

	• Do you have fundraised dollars? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how much are you contributing? \$ _____ • Are you asking for funds from the Student Government Association (SGA) on-campus? <input type="checkbox"/> Yes <input type="checkbox"/> No
Total budget	Expenses: \$ _____ - Ticket Sales: \$ _____ - Previously Fundraised Dollars: \$ _____ = Amount needed to ask from SGA

Resources

Event Checklist and Timeline

3-6 weeks before the event: Determine the agenda

Order and length of time for all events	
Event Logistics	<input type="checkbox"/> Fill out a required event proposal form or funding form to the Student Government Association (SGA) on-campus <input type="checkbox"/> Confirm a selected site is reserved <input type="checkbox"/> Confirm food is ordered <input type="checkbox"/> Confirm chapter advisors or other chaperone (licensed pharmacists) are available for the event
Advertisement	<input type="checkbox"/> Make flyers and table tents <input type="checkbox"/> Advertise on social media (Facebook event, Instagram post) <input type="checkbox"/> Contact target audiences
Collaborators and Performer/Speaker	<input type="checkbox"/> Meet and plan out the collaborative elements <input type="checkbox"/> Provide any resources/directions that they need

Ticket Sales and Tabling	<input type="checkbox"/> Reserve a table and tablecloth to sell tickets or to promote the event <input type="checkbox"/> Recruit volunteers to staff the table
Event Staff and Volunteers	<ul style="list-style-type: none"> • How many volunteers needed for the event set-up? _____ • At what time are volunteers needed for the event set-up? • How many volunteers needed during the event? _____
	<ul style="list-style-type: none"> • How many volunteers needed for the event clean-up? _____ • At what time are volunteers needed for the event clean-up? • What will the volunteers wear? Are white coats needed for student pharmacists?

Resources

Event Checklist and Timeline

1 week before the event: Confirm last minute tasks

- ☐ Finalize the event schedule. Do you have an event script?
- ☐ Purchase all supplies and decorations for the event. Create any signs needed for the event, such as welcome signs and directional signs.
- ☐ Ensure all event registration and financial paperwork have been submitted.
- ☐ Send an email reminder to all event volunteers with details, expected tasks, and required attire.
- ☐ Confirm with your collaborators and performer/speaker. Prepare a speaker bio and introduction.
- ☐ Confirm with your advisor/chaperone. If needed, get emergency contact information for your advisor/chaperone.
- ☐ Last push for marketing. Advertise again on social media, hang more flyers, and place table tents.

Day of the event

- ☐ Arrive early to set-up the room and give direction to volunteers.
- ☐ Secure cash-box for at door ticket sales or money collection.
- ☐ Pick up or greet performer/speaker.

Post-Event: Event evaluation

- ☐ Send thank you letters or emails to your collaborators, performer/speaker, advisor/chaperone, and all event volunteers.
- ☐ Evaluate within the chapter executive board or committee if you met the event goals. Discuss what went well and what can be improved.

Resources

Chapter Achievement Report (CAR)

Documents total number of:

- Events
- Hours planning
- Hours conducting
- Individuals educated
- Individuals reached through public relations
- Student pharmacist participants



Resources

Chapter Achievement Report (CAR)

Essays:

- Most innovative event
- How an event benefited your members
- An interaction with a patient
- Implementation, innovation, involvement, and impact for all PCP events



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DEAI & SDOH

DEAI

- Diversity: **Representation** of different backgrounds and identities, including but not limited to: race, ethnicity, sexual orientation, socioeconomic status, beliefs
- Equity: refers to **fairness and justice** in treating people individually according to their needs, recognizing differences in privilege and opportunity
- Accessibility: curating a **culture of belonging** by actively inviting the thoughts, contributions, and participation of diverse groups of individuals.
- Inclusion: refers to the intentional, ongoing effort to ensure that **diverse individuals fully participate** in all aspects of organizational work, including decision-making processes.

DEAI – Student Pharmacists' Roles

- Education
- Engagement with all people
 - Peers
 - Faculty
 - Patients
 - Co-workers
- Organizational leadership



Social Determinants of Health (SDOH)

“The conditions in the environments where people are born, live, work, play, worship, and age that affect a wide range of health functioning and quality of life outcomes and risks”

Social Determinants of Health



Social Determinants of Health (SDOH)

- Economic stability
- Education access and quality
- Health care access and quality
- Neighborhood and built environment
- Social and community context

Social Determinants of Health



SDOH – PCVPs

- Learn, learn, learn!
- Resource awareness
- Policy and advocacy
- Training for student pharmacists
- Provide patient-friendly education

Social Determinants of Health





Thank YOU for joining!

Patient Care Vice Presidents Workshop

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