



Meeting Name: Pharmacy Technology Advisory Board

Date & Time: 3/26/2013 6:00pm

Campus & Room # EGF room 234

### **Committee Minutes**

Attendees: Ross Nygaard, Mark Dick, Savannah Miller, Coleen Brown, Kari Renfrow, Judy Swisher, Greta Strom, Joe Farrell, and Danika Braaten

Absent: Jeff Theige, Jeff Zak, Emily Vonasek, Kris Fulton

Topic	Responsible Party	Discussion/Outcome
Call to order	Joe Farrell	Meeting was called to order at 6:36pm
1. Minutes from last meeting	Danika Braaten	The minutes were accepted with no changes.
2. Directors Report	Joe Farrell	Reminder of the ASHP 2014 site accreditation visit. At the last meeting the advisory board was updated on the progress report that was turned in to ASHP and went in front of its credentialing committee in March 2013. We are waiting results. Joe Farrell announced his resignation as program director of the Pharmacy Technology program, effective June 30, 2013.
3. Administration report	Dr. Brian Huschle	Dr. Brian Huschle, Dean of Academic Affairs, was present at the advisory board meeting to discuss a new model for the way the Pharmacy Technology program is run. The current model involves a full time seasonal clinical lab assistant, contracted program director, and contracted teaching service from Altru Health Systems in Grand Forks, ND. The advisory board was presented with a new model for the staffing of the Pharmacy Technology program that would mirror other like



		<p>health programs at Northland. The new model would consist of one full time faculty who would also be the program director. The position of clinical lab assistant would be eliminated. The academic dean shared with the committee the 2012 program data analysis. Reducing the instructional cost would increase the opportunity to reach certain benchmarks, with an estimated program savings of approximately \$40,000. Discussion centered on the possibility of retaining guest lecturers to teach selected topics during the school year. The expectation is that the program would be able to sustain a full time faculty member with the help of these guest lecturers. The program's quality retention and financial viability may be revisited in 3 years if the proposed changes are unsuccessful.</p> <p><u>Questions</u> brought forward by the advisory board and as answered by Brian:</p> <p><b><i>How would we assess the new model to compare it to the previous model?</i></b> Through employer surveys, PTCB pass rates, program data analysis, etc.</p> <p><b><i>Will there only be one person doing the job of three previous people from the current model?</i></b> Yes.</p> <p>Requirements for the new faculty/program director were discussed. Board members voiced concerns about the ability of one individual to deliver a quality product without the help of the pharmacist instructors as provided through the contract with Altru. Kari Renfrow made a motion that the advisory board strongly recommends that the college employ a part time clinical lab assistant to assist with the workload, make use of guest lecturers when needed, and increase the opportunities for offsite education. Coleen Brown seconded the motion. Motion passed.</p>
4. Lab Assistant report	Danika Braaten	There are 17 students that will be graduating this summer.
5. Student Representative report	Danika Braaten	The spring semester of the Rx club has started slow. In the fall, the students had an Advil vs. Tylenol booth in the commons. They had handout and brochures of when to choose the right medication. There are a few students who have indicated that they would like to participate in the upcoming NDPHA convention in Dickinson, ND.
6. Advisory Board :	Joe Farrell/Danika Braaten	There were two new sites for the advisory board to approve. Campbell County Memorial hospital in Gillette, Wyoming and Walgreen pharmacy in Gillette



		Wyoming.
7. Old business	Danika Braaten	<p>There is a new form that will be sent to all preceptors during students clinical rotations. This will give anyone who works with the student an opportunity to fill out a student data input sheet and turn it into the Pharmacy Technology program upon completion of the rotation.</p> <p>A discussion about a time off request form for students, it was decided that this would bring the assumption that is ok for students to request time off. The students are required to complete 160 hours of retail and 160 hours of hospital experience. The expectation is that they complete those hours without absences. When absences come arise it is the student's responsibility to make the program director or designee aware as outlined in the Pharmacy Technology student handbook.</p>
8. New business	Danika Braaten	<p>1. PTCB will require all nationally certified technicians to have 1 ce of law and 1 ce of medication safety, as 2014. In 2020 the PTCB will require that all students eligible to sit for the exam must be a graduate of an ASHP accredited program.</p> <p>2. The board reviewed 2 separate applications requesting they be allowed to complete their internship at the place where they currently work. The board voted that this would not be in the best interest of the student. They should be exposed to different systems, policies and daily functions. Both of these requests were denied. The board would like a statement added to the program handbook that students are not allowed to do rotations at their worksite.</p> <p>3. In the fall semester the advisory board will revisit the possible implementation of the HOBET test, which includes an English language proficiency test, due to the new ASHP standards.</p>
9. Adjourned	Joe Farrell	<p>The advisory board plans to hold a follow-up meeting in the coming weeks, prior to the completion of the spring semester, to discuss the upcoming changes to the program.</p> <p>Meeting adjourned 9:00pm</p>