

# Pharmacy Residency Information Session

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Dallas Campus Regional Dean

**AND**

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Professor and Associate Dean for Career Development



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER™

*School of Pharmacy*

# Topics to Cover

- General information about residencies
- Review the important websites
- Discuss the PHORCAS system for residency applications
- Writing a meaningful letter of intent
- Review contents and clinical pearls about creating your Curriculum Vitae
- How to select letter of recommendation writers

# Questions

- **What is a residency?**
- **What do you do in a residency?**
- **How do I get a residency?**
- **What's in it for me?**

# **PGY-1 Residency Purpose Statement**

- **PGY1 pharmacy residency programs build on Doctor of Pharmacy education and outcomes to contribute to the development of clinical pharmacists responsible for medication-related care of patients with a wide range of conditions, eligible for board certification, and eligible for postgraduate year two (PGY2) pharmacy residency training.**

# PGY-1 Residency Purpose Statement

*development of clinical  
pharmacists medication-  
related care patients wide range of  
conditions board certification*

# PGY2

# Types of PGY-1 Residencies

- **Post Graduate Year 1 (PGY-1)**
  - **Pharmacy Practice**
    - With emphasis
  - **Community**
  - **Managed Care**
- **24 month programs**
  - **Combined PGY-1 and PGY-2**
    - Pharmacotherapy
    - Drug information
    - Informatics
    - Administration (typically include MS or MBA degree)

# **PGY-2 Residency Purpose Statement**

- **Build on Doctor of Pharmacy (PharmD) education and PGY1 pharmacy residency programs to contribute to the development of clinical pharmacists in advanced or specialized practice.**
- **Provide residents with opportunities to function independently as practitioners by conceptualizing and integrating accumulated experience and knowledge and incorporating both into the provision of patient care that improves medication therapy.**
- **Residents who successfully complete an accredited PGY2 pharmacy residency should possess competencies that qualify them for**

# PGY-2 Residency Purpose Statement

*clinical  
pharmacists in advanced or specialized  
practice*

*function  
independently as practitioners*



# Types of PGY-2 Programs

- Critical care

# Types of PGY-2 Programs

- Ambulatory care
- Cardiology
- Clinical Pharmacogenetics
- Critical care
- Emergency medicine
- Geriatrics
- Health-System Administration and Leadership
  - Community
  - Specialty
- Infectious diseases
- Informatics
- Internal Medicine
- Investigational Drugs and Research
- Medication Use Safety and Policy
- Neurology
- Oncology
- Palliative Care / Pain management
- Pediatrics
- Pharmacotherapy
- Pharmacy Outcomes and Healthcare Analytics
- Population Health Management and Healthcare Analytics
- Psychiatry
- Solid Organ Transplantation

# Questions

**What is residency accreditation?**

**How do I find if programs are accredited?**

**Should I avoid programs that are not  
accredited by ASHP?**

# Residency Accreditation

- **ASHP Commission on Credentialing**
  - Formal peer-review process
  - Based on accreditation standards
  - Involvement from other pharmacy organizations
    - AACP
    - ACCP
    - AMCP
    - APhA

# Why should I do a residency?

- **Advantages in the job market**
  - Pre-requisite
  - Preference over non-residency trained applicants
- **Developing a professional network**
  - Co-residents
  - Preceptors
  - Administrators
- **Professional development**
  - Experience multiple practice setting at one location
  - <https://www.asbp.org/Professional-Development/Residency-Information/Student-Residency-Guide>

# What will I do in a residency?

- **Direct patient care**
  - Inpatient care
  - Primary / Ambulatory care
- **Advancing Practice and Improving Patient Care**
  - Drug information, MUEs, projects
- **Leadership and management**
  - Departmental, self-evaluation
- **Teaching, Education, and Dissemination of Knowledge**
  - Presentations, CE program, in-services,

# How will I complete the competencies?

- Learning experiences
  - Similar to P4 rotation schedule
  - Longitudinal (year long) experiences
- Residency project
- Drug information responses
- Administration
- Formal presentations and in-services
- Teaching
- Professional meetings

# Other Residency Activities

- **Staffing**
  - 1-2 weekends a month is typical
- **Teaching**
  - Precepting students on rotation
  - Participation in small group discussions (i.e. case studies)
- **In-services, journal clubs, formal presentations**
  - Pharmacy, nursing, and medical staff
- **Code Blue Team participation**
- **On-call program participation**
  - 24-hour in-house or off-site pager



# Question

**What is the average annual salary of a pharmacy resident?**

- a) \$0**
- b) \$15,000**
- c) \$30,000**
- d) \$45,000**

# Residency Benefits

- **Stipend \$40,000 to \$50,000 annually**
- **Plus benefits:**
  - **Health insurance**
  - **Retirement investment opportunities**
  - **Vacation & sick leave**
  - **Lab coats, business cards, discounts to bookstores or athletic events, parking**
  - **Malpractice insurance**
  - **Computer / printer access**
  - **Travel money for meetings**

# Question

**What GPA is required to apply for a pharmacy residency?**

- a) 100**
- b) 95**
- c) 90**
- d) 85**
- e) 80**

# Frequently Asked Questions

- What are some key qualifications?
- How important are grades?
- Can I only do a residency immediately upon graduation?
- How many residencies should I apply to?

# Key qualification examples\*\*

- Grades
- Letters
  - Letter of Intent
  - Letter of recommendation
- Goals / interests
- Work experience
- Presentations
- Honors / awards
- Leadership
- Publications
- Volunteer work
- Community service

**\*\*in no particular order**

**<https://www.ashp.org/Professional-Development/Residency-Information/Residency-Program-Directors/Helpful-Tools>**

# Residency Search Considerations

- **Geographical considerations**
  - Are you willing to relocate?
- **Interest areas**
  - Does the program have specialists or specialty residencies in these areas?
- **Size of program**
  - How many residents?
- **Types of practitioners**
  - Faculty versus clinical pharmacists

# How to find programs

- On-line resources
  - SOP Office of Residency Programs website:
    - <https://www.ttuhschool.edu/pharmacy/residencies/studentlinks.aspx>
  - SOP Professional Affairs website:
    - <https://elearn.ttuhschool.edu/x/82kyQ7n>
  - ASHP residency directory
    - <https://accreditation.ashp.org/directory/#/program/residency>
  - ACCP residency and fellowship directory
    - <https://www.accp.com/resandfel/index.aspx>
- ASHP Midyear Clinical Meeting
  - Orlando, FL – more information to follow

# Residency Showcase Opportunities

Dates	Meeting
October 14-15	TTUHSC SOP Career Fair
October 16-19	<a href="#"><u>ACCP Annual Meeting</u></a> - <del>Phoenix, AZ</del> (Virtual)
November 4-7	<a href="#"><u>ASCP Residency Showcase</u></a> - San Diego, CA
November 5	<a href="#"><u>UHCOP Residency Showcase</u></a> – Houston, TX
November 15	DFW Area Residency Showcase – Dallas Methodist Hospital
December 6-10	<a href="#"><u>Midyear 2020 Clinical Meeting</u></a> - Orlando, FL



# Application process

- **Standardized application process**
  - Basic demographics
  - Verified transcripts
  - Letter of intent
  - CV
  - References
  - Extracurricular information
  - Program supplemental information (optional)
- **Opens November 3**
- **Fees: \$110 for first 4 programs**
  - Additional are \$43 each
- **<https://portal.phorcas.org/>**



# Application deadlines

- Late December to mid-January
- Most programs by January 15
- Pay close attention!
  - Programs may extend deadlines
  - Late applications will not be accepted



# On-site / virtual interview

- Programs will invite you to interview on-site
  - Prepare for possible virtual interviews in 2022
- *Little to no monetary support*
  - *May offer for you to stay with a current resident*
- Prepare for a long day
  - Read up on the program and institution
  - Professional dress
  - Professional behavior
    - Turn off cell phones
  - Take notes

# On-site / virtual interview

- **Prepare for common interview questions**
  - Make sure you know answers (esp. on CV)
  - Email presentation in advance and/or bring copies of slides as handouts
  - ALWAYS ask questions, even if already asked another person at the program
- **Send thank you letters after interview**
  - Program director
  - Also consider preceptors / residents

Sample Interview Day	
8:30 – 9:30 am	Breakfast with Residency Program Director
9:30 – 10:15 am	Interview with Director of Pharmacy
10:15 – 11:00 am	Interview with ICU Clinical Specialist
11:00 – 11:30 am	Interview with Drug Information Specialist
11:30 am – 1:00pm	Lunch and Tour with current residents
1:00 – 1:30 pm	Presentation
1:30 – 2:00 pm	Interview with Medicine Clinical Specialist
2:00 – 2:30 pm	Interview with Infectious Disease Clinical Specialist
2:30 – 3:00 pm	Interview with Pediatrics Clinical Specialist
3:00 – 3:45 pm	Panel interview
3:45 – 4:15 pm	Wrap up with Residency Program Director

# Residency Match Schedule of Dates

Date	Match step
November 3, 2021	Applicant registration opens
December 31, 2021	Recommended deadline for registration
February 14, 2022	Phase I rankings open
March 3, 2022	Applicant registration deadline for Phase I
March 4, 2022	Phase I rank order lists due
March 16, 2022	Phase I match day
March 28, 2022	Phase II rankings open
April 5, 2022	Applicant registration deadline for Phase II
April 6, 2022	Phase II rank order lists due
April 13, 2022	Phase II match day

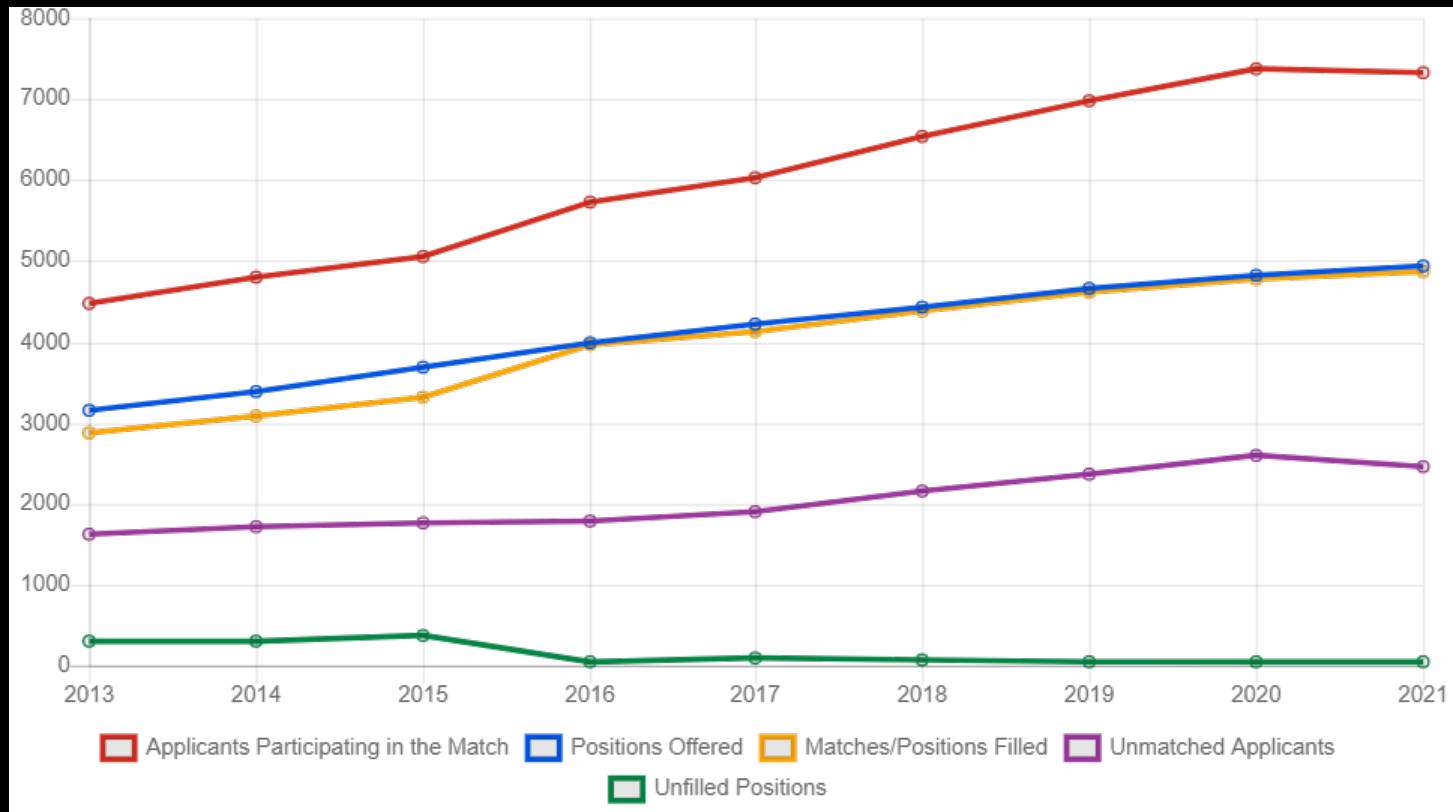
<https://natmatch.com/ashprmp/schedule.html>

# Residency Match Key Dates

Date	Match step
March 3, 2022	Applicant registration deadline for Phase I
March 4, 2022	Phase I rank order lists due
March 16, 2022	Phase I match day
April 5, 2022	Applicant registration deadline for Phase II
April 6, 2022	Phase II rank order lists due
April 13, 2022	Phase II match day

<https://natmatch.com/ashprmp/schedule.html>

# Match Statistics



<https://natmatch.com/ashprmp/stats.html>



# 2021 Phase I Match Statistics:

## PGY-1

Number of applicants in the match = 5895

Positions offered = 4023

Positions filled = 3741  
(63%)

- The good news:
  - 94% of matched applicants got their 1<sup>st</sup> or 2<sup>nd</sup> choice

<https://matmatch.com/ashgump/stats.html>

# What if you don't match

- Phase II match
- Residency scramble process
- Consider working for 1-2 years, and then reapply
  - 203 (5%) matched applicants were pre-2021 graduates

# Letters of Intent

HOW TO SELL YOURSELF ON PAPER  
– PART 1

# Letter of Intent (LOI)

- Written to sell yourself to a program
- The purpose is a “sales pitch”
  - Marketing yourself and your abilities
  - Highlights for the program:
    - Qualifications
    - Interests
    - Goals
  - Explaining how you:
    - Match the program
    - What you can contribute to the program

# LOI – Should Answer

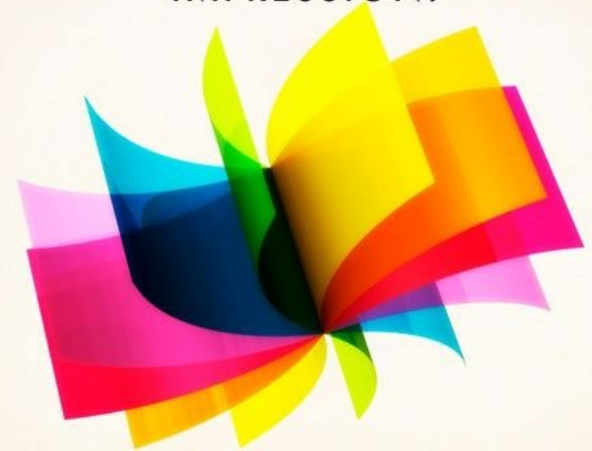
1. Why are you pursuing residency
2. Why their specific residency program is a top choice
3. Your goals during a residency
4. Which of your skills and experiences will help you be successful in the program
5. Your future plans after residency
  - How the training and experiences in this program will help you achieve those goals – i.e. how you match

# LOI – Rationale/Research

- Goal: get an onsite interview
- How: highlight aspects of your candidacy relative to the position and program
- Compliments and elaborates on your CV
- What is the program looking for:
  - Appropriate skills, abilities, and experiences for the residency program
  - Good communication skills
  - Your goals and interests match and complement what the program offers

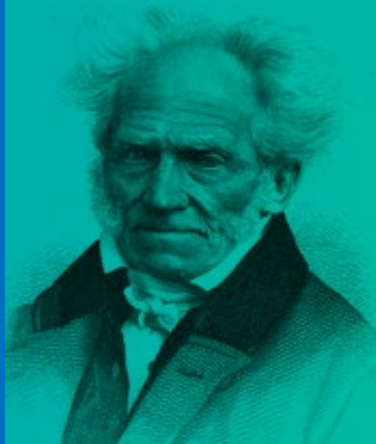
**YOUR FIRST  
IMPRESSION  
OPENS AND  
CLOSES  
DOORS OF  
OPPORTUNITIES**  
#ArikrishnanS

YOU WILL  
NEVER GET  
A SECOND  
CHANCE  
TO MAKE  
A FIRST  
IMPRESSION.



– WILL ROGERS

13-08-2023, Magister of Psychology



To find out your real opinion of someone,  
judge the impression you have when you  
first see a letter from them.

- Arthur Schopenhauer

# LOI - Content

- Motivation for the position
  - Career goals covered
  - Matches programs strengths
  - Builds up your weakness/goals
- Shows you did research for program
  - Program's goals and opportunities → specific facts and details
- Personalized to each program
- Flows logically and shows personal interest/insight



# LOI - Establishing Relationships

## YOU

My skills

My experience

My professional  
passions and goals



## EMPLOYER/ PROGRAM

Identified skills listed in  
posting

Experience requested

Organization/program's  
mission and goals

# LOI - Formatting

- Formal business letter
- Normal font
  - Style
  - Size
- Normal margins
- True signature (electronic upload acceptable)
- Not the time for 'creativity'
- Don't try to cram it onto 1 page with changing font and size → brevity w/specificity is key

# LOI - Format

(formal letter)

Date

Name of RPD (or coordinator)

Address

Dear Dr. \_\_\_\_\_,

LETTER CONTENT

Sincerely,

# LOI - Introduction

- It should be addressed to a particular individual – typically the Residency Program Director (RPD) or sometimes coordinator
  - Be sure you have the correct and full address
  - If you *really* don't know 'To whom it may concern'



# LOI - Content:

## Paragraph 1

- Introduce yourself, state position, explain how found and why applying (show effort for research into program)
  - “I am writing to express my interest in applying for the \_\_\_\_\_’s PGY-1 pharmacy practice residency. This program has a strong reputation in ... OR I am applying to this program because...”
  - If you learned specific details about the position during a preliminary discussion include the details of what drew you to this program or what made you apply specifically for this position in this paragraph.
    - at during a residency showcase or by email or phone discussion or from alumni/faculty

# LOI – Content

## Paragraphs 2 - 3

- Write about yourself
- Should be introspective
- What to cover:
  - Strengths
  - Achievements
  - Experiences
  - Goals

# LOI - Content:

## Paragraphs 2 - 3

- Highlight your strengths, achievements, and experiences that match the program
  - State what are your strengths (i.e. what can you bring to the program)
    - Specify exactly what strengths you have that would make this the optimal program for you (highlight accomplishments both in your CV and in addition to what is in your CV)
- Include brief description of career goals (short & long term)
  - Include PGY2 residency
  - Clinical Pharmacist in (specialty field and location)
  - Certifications (ex. BCPS, CDE, CGP, etc.)
  - Adjunct faculty or faculty member

- **Strengths:**
  - **Your clinical background experience**
    - Ex. interested in cardiology → had internal medicine rotation, ambulatory care with cardiology, took cardiology elective course, etc.
    - Will have completed 12 six-week rotations which have taken place over my third and fourth years of education
  - **Honor and awards**
    - Why these make you unique/different
  - **Work experiences**



- **Strengths:**
  - Leadership and overall organizational involvement
    - How this experience will help in residency
    - Explain if you want to continue to be involved in professional organizations and/or community service in the future (including during residency)
  - Research/scholarly activities
    - How this experience will help in residency
  - Look at rotation evaluations
  - Ask family/friends
  - Are there a specific examples to illustrate these?

- **Goals:**
  - **Short term**
    - PGY2?
    - Practice site/Job
  - **Long term**
    - Management?
    - Certifications?
    - Teaching or precepting?

# LOI - Content:

## Paragraph 4

- Why you think you match their program?
  - What did you like about their program?
    - Specific rotations or broad experience of rotations and/or opportunities for electives
    - Teaching opportunities
    - Presentations
    - Research
    - Affiliations with schools, hospitals, clinics, etc.

# LOI - Content:

## Paragraph 4

- Why you think you match their program?
  - How will you improve or benefit the company or organization
    - Consider their unique mission, vision, goals you could further
      - Patient population served?
      - Patient care initiatives?
  - If possible explain how each of these you highlighted will help you meet your goals and improve you

# LOI - Content:

## Paragraph 5

- Closing – reinforce interest in position, indicate why you are a good fit, and thanks reader
  - Thank you for your time and efforts in reviewing my application materials. I appreciate your consideration for this PGY1 residency position at \_\_\_\_\_ as I feel I would contribute a high degree of commitment and motivation to the program. I am a strong leader with good clinical skills and feel I am great fit for your program. I look forward to hearing from you soon.

# LOI - Overview

Beginning

What are you applying for?

What do you know about the position or company?

Middle

Strengths

Achievements

Experiences

Career Goals

MATCH THEM

End

Reinforce the mutual benefit of your hiring

Thank reader

**Make it as personable and individualized as possible!!**

# LOI - PERSONALIZE

- After you write one, you basically have a template which should only need about 1-2 paragraphs which will need to be re-written per letter
- Make sure to tailor the letter to the specific program
  - You do not want to send a generic letter!!
  - Should be writing something different for each place depending on what interests you
  - Make sure information to check names of programs and person/address it is to if use same format for each

# LOI – DO's

- **Proofread**
  - Ask others to read for clarity and content
- **Don't be too verbose; keep concise**
- **Sell yourself**
- **List information about yourself that meets the requirements of the position**
- **Use action words to highlight your qualifications**
- **One page**



# LOI - AVOID

- DO NOT:
  - Be generic
  - Use bullets, lists, graphics, etc.
  - Use “buzz words”
  - Repeat CV (*compliments & expands upon*)
  - Be unprofessional with tone or style
  - Include long/detailed childhood, personal, and pre-pharmacy school experiences/information
  - Overuse “I” and “my” statements

# Curriculum Vitae

**HOW TO SELL YOURSELF ON PAPER ...**

**– PART 2**

# CV Basics

- This is a representation of your professional career
- Highlights you!
- Make sure you know what's on it
- Order of contents of CV should reflect individuals strengths and take into consideration experiences necessary for each position applying for
  - Not identical to each others'
- Use action words when describing experiences
- Reverse chronological order

# Set Up

- PDF – review for appropriateness when convert
- Maintain a one-inch margin at the top and bottom of each page
- Font: Black ink only
  - Conservative, 11-12 size font throughout (except name may be larger to stand out - 14-16)
  - Calibri
  - Georgia
  - Arial
  - Helvetica
  - Times New Roman

**Verdana**

**Cambria**

**Avenir Next**

**Muna**

# Contents of CV

- Name as title
- Contact information
- Education
- Specialized Training / Professional Licensure / Certification
- Work experience
- Clinical rotation experiences
- Teaching experiences
- Publications / Posters
- Research experience / Scholarly activities
- Presentations
- Awards and Honors
- Professional activities
- Professional memberships and leadership
- Community service

# Education

- Degree completion dates or anticipated completion date
- Major
- Institution attended
- *GPA (personal preference and not required)*

## EDUCATION

Doctor of Pharmacy - *Anticipated May 2020*

8/17-present

Texas Tech University Health Sciences Center (TTUHSC)

Jerry H Hodge School of Pharmacy (SOP)

Dallas, TX

Bachelors of Science in Chemistry

8/13-5/17

Texas Tech University

Department of Biochemistry & Chemistry

Lubbock, TX

# Professional Licensure and Certifications

- Include licensure and certification numbers
- Date of certification and Expiration if applicable
- Who sponsored certification/licensure

Texas Pharmacy Intern Certification (license # 25552) -Certified by Texas State Board of Pharmacy (TSBP)	9/18 - Present
CPR/AED Certification -American Heart Association	8/17 - Present
Student Pharmacist Immunizer - Anticipated May 2019 -Texas Tech University HSC JHH SOP	8/17 - Present

# Professional (Work) Experience

- Title of position
- Dates of employment
- Name of organization, location
- **Supervisor (*optional, but may be a good reference*)**
- Description of experience, responsibilities, and achievements



Pharmacy Intern – Sam’s Club Pharmacy #363

9/18-present

Dallas, TX

Supervisor: Susan Preceptor, Pharm.D.

- Counsel patients on new medications
- Call physicians and accept new phone prescriptions
- Obtain manager training for community retail pharmacy

Pharmacy Technician – CVS Pharmacy #1234

5/16-8/18

Abilene, TX

Supervisor: Brent Value, Pharm.D.

- Assisted with OTC medication selection
- Input and processed prescriptions

Teaching Assistant – Chemistry 101 Lab Instructor

9/15-12/15

- Taught weekly chemistry labs three days a week for 1 semester; 30 students per session
- Wrote exam questions and proctored weekly lab practicals
- Graded lab assessments

## Verbs – Past vs. Present

- If past job – use past tense verbs
- If current position – use present tense verbs

## Descriptions

- make them meaningful or don't include
- be consistent
- NMT 3-4 max

# Professional (Work) Experience

- Okay to include “past life”/non-pharmacy employment if shows:
  - Transferable skills
  - Leadership
  - Highlights unique abilities

# Clinical Rotations

- Rotation name
- Site (name and city/state)
- Preceptor (don't forget titles; ex. BCPS, FCCP, BCACP)
- Brief description, highlighting accomplishments
  - May bring out in interview
  - **No more than 3-4 bullet points per rotation**
- Include those completed and future
- Can include P1-P2 years but may not need significant description (*do not use SHADOW*)
- Recommend for dates - month/year with small notation
  - \*Rotations Conducted in 6 Week Intervals*

# Clinical Rotations

Advanced Ambulatory Care

8/21-9/21

Krystal Edwards, Pharm D, FCCP, BCACP

Veterans Affairs North Texas Health Care System - Fort Worth Outpatient Clinic: Fort Worth, Texas

- Provided chronic disease state management including documentation and development of pharmacologic and nonpharmacologic interventions
- Educated patients about their disease states, medications and non-pharmacological methods of management
- Presented a diabetes patient education session and created a patient education handout

Journal Clubs, Topic Discussions, and Drug Information Questions – *optional* as standard requirement of a rotation – THINK UNIQUE

# Clinical Rotations

Advanced Geriatric Pharmacotherapy

7/21-8/21

Kalin Clifford, Pharm D, BCPS, BCGP

Veterans Affairs North Texas Health Care System -  
Community Living Center: Dallas, Texas

- Performed monthly and new CMS admission medication reviews for rehabilitation patients
- Participated in interdisciplinary rounds to provide clinical pharmacy recommendations
- Counseled patients on medications, herbals, and immunizations
- Created monitoring tool to identify patients who qualified for varicella zoster vaccination

# Teaching Experience

(may be under professional experience)

- Title of instructor level
- Course name & School (address)
- Supervisor
- Brief description

Teaching Assistant – Anatomy Lab Instructor

8/20-11/20

Texas Tech University Health Sciences Center School of Pharmacy  
Amarillo, TX

Supervisor: Paul Lockman, Ph.D.

- Taught weekly cadaver anatomy labs to 150 first year pharmacy students
- Wrote assessment questions for 4 exams and 10 quizzes
- Proctored weekly anatomy lab practicals

# Publications / Posters

- List all publications in AMA style
- Include newsletters, case reports, original research

Ed  
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do Hilgemeier AT, Serna DM, Patel TP, et al. Pain perception and the opioid receptor delta 1. Cureus 10(2): e2149. doi:10.7759/cureus.2149. an

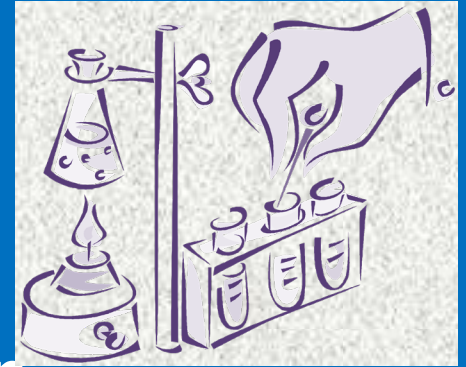
Poster presentations  
Gagnon Z, Weinberger N, Kellerman R, Margaret B, Edwards K, Payne K, Hines A. Evaluation of the perceptions and efficacy of a student leadership retreat themed around a values-based culture. 2019 American Society of Health-Systems Pharmacists (ASHP) Midyear Clinical Meeting, Las Vegas, NV.

\*\*\* These will set you apart!!!



# Research Experience

- List any research experiences
  - Ongoing projects
    - IRBs or QIs
  - Lab technician or project information
  - Data collection experience
  - Mentor (not required)
- Describe role on project
- Describe research skills developed
- Same as professional experience example



\*\*\* These will set you apart!!!

# Scholarly Activities

(similar to research and could be in either place)

- List involvement in special projects and activities

- 

## SCHOLARLY ACTIVITY

### **Isoproterenol – Medication Use Evaluation**

Aug 2019

Methodist Charlton Medical Center

### **Dalbavancin use in Osteomyelitis – Data Collection**

Aug 2019

Methodist Charlton Medical Center

### **Novolin 70/30 and NPH – Medication Use Evaluation**

Aug 2019

Methodist Charlton Medical Center

- Res

- Dev

sign

- Col

edited and submitted 2 abstracts and manuscripts for presentation and publication.

- Taught 4 other students and laboratory staff on how to use experimental devices and prepared 2 students for poster presentations.

# Presentations

- List:
  - Titles
  - \*Type, Audience , Location
  - Dates (similar to rest of CV)
- Include academic presentations to highlight communication skills
  - \*Grand Rounds, seminars, in-services, P&T presentations
    - Make sure you are familiar with these in case you are asked questions
    - If you include Journal Clubs – You must know them inside and out and be prepared to answer questions

# Presentations

Nov. 2019 | **“Let’s EXTEND the talk about TPA”**

ACPE quality 40-minute presentation

Presented to pharmacy faculty and pharmacy students

TTUHSC School of Pharmacy – Dallas, Texas

Oct. 2019 | **“Tug of War: Systemic Corticosteroids in Sickle Cell Disease and Asthma”**

Patient case presented to seven pharmacists

Children’s Medical Center – Dallas, Texas

Pharmacy Students at TTUHSC School of Pharmacy,  
Dallas, TX

# Awards and Honors

- Awards
- Competition placement
  - Ex. 1<sup>st</sup> Place in TTUHSC School of Pharmacy Clinical Skills Competition
- Scholarships
  - Include criteria
- Achievements (ex. Dean's List)
  - Include rationale (ex. maintained GPA>3.5)
- Recognitions (ex. Rho Chi Honor Society)



## HONORS & AWARDS

<b>Dean's List – Maintain GPA &gt; 94.5/100</b> TTUHSC Jerry H. Hodge School of Pharmacy	2016 – 2019
<b>Clinical Pharmacy Challenge Top 64 Finish</b> American College of Clinical Pharmacy (ACCP)	Sep 2019
<b>Clinical Pharmacy Challenge 1<sup>st</sup> Place</b> ACCP Texas Tech Student Chapter	Aug 2019
<b>Pharmacy Curriculum Outcomes Assessment (PCOA) Achievement Scholarship</b> TTUHSC Jerry H. Hodge School of Pharmacy	Apr 2019
<b>First Runner-Up Clinical Skills Competition</b> Texas Society of Health-System Pharmacists	Apr 2019
<b>School of Pharmacy Endowed Scholarship</b> TTUHSC Jerry H. Hodge School of Pharmacy	2018 – 2019
<b>Scholarship Honors – GPA &gt; 3.0 for P2 and P3 Year</b> Kappa Psi Pharmaceutical Fraternity Inc.	May 2018

Maintained GPA ≥ 3.5

# Professional Activities

- List/describe professional service activities
  - Things done with school/orgs that are extra and add value to student life and patient care (not health fairs/patient education only)
    - Leadership Retreat
    - Student Interviews
    - Mission trips
    - Medical camps
    - Committee service/volunteerism at School/University

# Professional Activities

Jun. 2019	<b>Camp New Horizons – American Diabetes Association</b> Dallas, TX Medically supervised type 1 diabetic children during camp Calculated insulin to carb ratio's and bolus doses Camp counselor for the five to eight-year-old group
Feb 2019	<b>Texas Pharmacy Day at the Capital</b> Texas Pharmacy Association – Austin, Texas Lobbied on current pharmacy issues with legislators and staff
Jun. 2018	<b>Medical Relief Trip</b> FIMRC – Restauración, Dominican Republic Provided medications to families living in remote villages Designed a health fair with manual blood pressure readings, glucose checks, and general health education
Sept. 2017	<b>Pharmacy School Interviews</b> TTUHSC School of Pharmacy – Amarillo, Texas Assisted faculty members in interviewing prospective P1 pharmacy candidates Collaborated with various faculty members to make decisions on scoring Hosted a Q&A session for students during interview



# Professional Memberships

- List membership in organizations
  - National, State, Local, Student/school
- Leadership positions held and committee involvement (dates)
  - Can list in a separate section to highlight these skills/achievements
  - If listed together be sure to highlight leadership and committee involvement

# Professional Membership and Leadership

Texas Tech Society of Health-System Pharmacists	8/16- present
Community Service Committee Chair	5/19- present
Texas Society of Health-System Pharmacists	8/16- present
American Society of Health-System Pharmacists	8/16– present
Panhandle Society of Health-System Pharmacists	8/16- present
University of Texas American Chemical Society	9/13-5/16
Treasurer	9/15-5/16
Acts of Kindness, University of Texas	10/13-5/16

Oct. 2017 – Present  
May 2019 – Present

**Phi Lambda Sigma Pharmacy Leadership Society (PLS) – Beta Pi**

***President***

- Oversee committee works and develop appropriate correspondence
- Conduct monthly meetings with faculty and students
- Coordinate multi-campus system events
- Managed membership rejections through personal one-on-one meetings and offered possible solutions for future membership

May 2018 – May 2019

***President-Elect***

- Led selection committee that reviewed pharmacy student applications
- Organized and delegated new member selection process and selection meeting
- Coordinated the annual 'Leadership Series'

May 2018 – Aug. 2019

***Leadership Committee***

- Coordinated with PLS members and faculty to plan the annual Leadership Retreat
- Collaborated and presented with faculty about humility in the work place

May 2018 – Oct. 2019

***Membership Committee***

- Delegated and organized the PLS selection meeting
- Compiled applicant information into a concise presentation for members to vote
- Coordinated information through applications and emails

# Volunteer/Community Service Activities

- List/describe volunteer and community service activities
  - Activities with student organizations
  - Health Fairs or other screenings
  - Local, state, or national levels
    - May want to include a description of events as well

# Volunteer Activities

## Medication Cleanout

11/18

- Collected medications from participants
- Separated controlled medications from
- non-controlled medications
- Administered surveys and entered into system

## TTUHSC School of Pharmacy Health Fair

9/18

- Helped conduct free health screenings at TTUSOP – Blood pressure, BMI, cholesterol, and blood sugars

# References

- Usually do not put at the end but have as a separate page and available upon request



# More CV Basics

- List dates for each activity
  - Use similar format for dates throughout
    - All right or left hand column
- **Use consistent headers/footers throughout**
  - **Name and page #**
    - **Not on first page**
- Explain abbreviations or avoid using if too many
- Look at co-curricular (standards 3 & 4) for wording and “buzz phrases”

# CV - Clinical Pearls

- **Avoid** excessive lines, graphics, shading, etc.
- Spelling or grammatical errors
  - **Proof, proof, proof . . . . then proof again!!**
  - Have numerous people review
    - Peers, faculty members, preceptors
    - At least 2 people review



# CV - Clinical Pearls

- Ensure your curriculum vitae is easy to read (i.e., information is presented in a logical order and is easy to understand overall)
- Make sure you include correct and complete titles or all supervisors/preceptors (*potential references*)

# Examples

- Sakai – Professional Affairs – Helpful Docs and Links: CV, Resume, and Interview guidance

<https://elearn.ttuhscc.edu/x/82kyQ7>

# **Letters of Recommendation**

**WHO CAN HELP ME GET THE  
RESIDENCY I WANT?**

# Letters of Recommendation

- Who to ask
  - Does the program ask for specific people?
  - Who can best highlight how well-rounded you are?
  - Who can highlight your clinical abilities?
  - Who can highlight your leadership, community service, and overall professional involvement?
  - Who have you impressed?

# Letters of Recommendation

- Someone that can speak to your best capabilities/qualities in the program you are applying to.
  - P4 preceptor(s) → clinical skills, professionalism and work ethics
    - Faculty or residency preceptor usually preferred unless preceptor is involved in residency interviews/application process
  - Faculty advisor for organization you were leader in or highly involved → highlight leadership & professionalism
  - Mentor (someone identified early on in school) → overall experience/character

# Letters of Recommendation

- Faculty member (*needs to know you well and interacted professionally with along with knowing residencies*) → overall experience/character
- Direct supervisor on a project → character/work ethics
- Employer (*caution: may or may not be able to highlight skill set for residency program*) → character/work ethics

# Letters of Recommendation

- Ask if the person will write you a positive letter and if they have ample time to write it
  - Give at least 2-3 weeks to write
- What materials do they need?
- When do they need it by?
  - Be sure to ask early and give time, especially around the holidays

# Letters of Recommendation

- Standardized grid

Program	Residency Program Contact Information	Application Due Date
<p><b>Name of Institution</b>  <b>University of Colorado Hospital</b></p> <p><b>Type of Residency:</b>  <b>PGY-1</b>  <b>Pharmacotherapy</b></p> <p><b>Has opportunity for PGY-2 in:</b>  <b>Critical Care</b></p> <p><b>Number of residents: [4]</b></p>	<p>Holly Phillips, Pharm.D.  Residency Director  University of Colorado Hospital  Department of Pharmacy, Mail Stop F757  Leprino Building  12401 E. 17<sup>th</sup> Avenue  Aurora, CO 80045</p> <p>Telephone: 720-848-6974  Email: holly.phillips@uch.edu</p>	<p><b>01/02/2019</b></p>
<p><b>Notes:</b>  <b>Level of interest:</b></p>	<p><b>This part is key to individualization of letters</b></p>	



# Letters of Recommendation

- Remember to thank them after they submit
- Keep them up to date on your progress
  - Where did you get interviews
  - *How did the interview go (optional)*
  - *How are you ranking (optional)*
  - Where did you match

# Summary

# Sakai – Professional Affairs site

- Resources
  - Residency Information
    - Showcase Information
    - Programs
    - Letters of Intent
    - Letters of recommendation
  - CVs/Interviews/LOIs

# TTUHSC SOP Residency Site

## Timeline

- See “General Information Residency Applicant Month-By-Month Timeline”
  - Posted on site for “Tips for Obtaining Your Ideal Residency Position”

# Career Fair: Oct 14<sup>th</sup> & 15<sup>th</sup>

- Residency Prep Sessions
- Residency Showcase Prep session
- Residency Showcase
- LOI Workshop
- CV/LOI Reviews
- Interviewing Skills session
- Fellowships
  - CV, Midyear, etc. prep

# Conclusion

- Be prepared
  - Talk to everyone that will listen
  - Have fun with the process
  - GOOD LUCK!
- 
- Contact us anytime
    - [steven.pass@tthusc.edu](mailto:steven.pass@tthusc.edu)
    - [krystal.edwards@ttuhsc.edu](mailto:krystal.edwards@ttuhsc.edu)