

T8. Field Experience Specification

For direction on the completion of this template, refer NCAAA guidebooks.

Institution	Najran University	Date of Report	22/8/1438 H
College	Pharmacy	Department	-----
Program	Pharmaceutical Sciences	Track	-----

A. Field Experience Course Identification and General Information

1. Field experience course title and code PHTR 501			
2. Credit hours (if any) 960 Contact training hours			
3. Name and title of faculty or teaching staff member responsible for the field experience.			
	Name	Title of faculty staff member	Contact Information (email address or mobile)
1	Dr. Saad El-Kahtany	Dean of the faculty	Saad.rkh@gmail.com
2	Prof. Ashraf M.M. Mahmoud	Program coordinator	a.mahmoud2007@yahoo.com
3	Dr. Hany Gouda Attia	Field experience coordinator	Cognozawy@yahoo.com
4. Dates and times allocation of field experience activities.			
It will be done on the semester that comes after the tenth level, when students have been passed all courses of the B. Pharm. Sc. Plan. Training period includes 960 hours training (8 hours/day/6 months). Training must be done in Pharmacies of Governmental Hospitals and accepted by the collage. During the training period, students are supervised and evaluated by the collage staff members in collaboration with the pharmacy supervisor, in addition to an exit exam to evaluate the domains of learning outcomes in the program and learning experience.			
B. Pharm. Sc. Degree will be awarded only after the acceptance of the student training report.			
a. Dates: The semester that comes after completing the tenth level			
b. Times: From 8:00 am to 16:00 pm each day for 6 months			
5. Level or year of the field experience. After passing all the program courses (after completing the tenth level)			
6. List names, addresses, and contact information for all field experience locations.			
	Name and Address of the organization	Name of Contact Person	Contact Information (email address or mobile)
a.	King Khaled Hospital in Najran	Abdallah Ankees	0534058884
b.	Hospital of Obstetrics and Gynecology		

c.	Najran Puplic Hospital	Manea Saleh Al Bahry	0543616174
d	Psychiatric Hospital in Najran		

B. Learning Outcomes

Learning Outcomes for field experience in Domains of Learning, Assessment Methods and Teaching Strategy. Knowledge:

Program Learning Outcomes, Assessment Methods, and Teaching Strategy work together and are aligned. They are joined together as one, coherent, unity that collectively articulate a consistent agreement between student learning and teaching.

The **National Qualification Framework** provides five learning domains. Learning outcomes are required in the first four domains and sometimes are also required in the Psychomotor Domain.

On the table below are the five NQF Learning Domains, numbered in the left column

First, insert the suitable and measurable learning outcomes required in each of the learning domains (see suggestions below the table). **Second**, insert supporting teaching strategies that fit and align with the assessment methods and intended learning outcomes. **Third**, insert appropriate assessment methods that accurately measure and evaluate the learning outcome. Each program learning outcomes, assessment method, and teaching strategy ought to reasonably fit and flow together as an integrated learning and teaching process.

	NQF Learning Domains and Learning Outcomes	Teaching Strategies	Assessment Methods
1.0	Knowledge		
1.1	Outline fundamentals of therapeutics, drug distribution, drug monitoring, adverse effects, contraindications, patient counseling, dose adjustment, disease prevention, health promotion, safe use and disposal of medicine..	1. Group discussion, 2. Group debates 3. Role-playing.	1. Self-evaluation, report 2. Hospital supervisor assessment (through an observation card). 3. Academic supervisor assessment (through an observation card). 4. Exit exam 5. Final and Periodical exams
1.2	State the laws that govern and affect pharmacy practice, ethical principles and moral rules of pharmacy profession.		
2.0	Cognitive Skills		
2.1	Compose chemical and pharmaceutical materials safely.	1. Group Debates, 2. Role- playing 3. Case study.	1. Self-evaluation, report 2. Hospital supervisor assessment (through an observation card). 3. Academic supervisor assessment (through an observation card). 4. Exit exam 5. Final and Periodical exams
2.2	Select OTC medicines in accordance with understanding of disease etiology and pathophysiology as well as hazards of drug abuse and misuse.		

3.0	Interpersonal Skills & Responsibility		
3.1	Solve problems concerning physical and chemical incompatibilities that may occur during drug dispensing.	1. Group Debates,	1. Hospital supervisor assessment (through an observation card).
3.2	Manage time as evidenced by the ability to plan and implement efficient mode of working.	2. Role- playing 3. Case study.	2. Academic supervisor assessment (through an observation card).
4.0	Communication, Information Technology, Numerical		
4.1	Communicate effectively with colleagues, patients and other health care professionals by verbal and written means, and simplify pharmaceutical and medical issues when addressing the public.	1. whole group and small group discussion, 2. Role playing	1. Hospital supervisor assessment (through an observation card). 2. Academic supervisor assessment (through an observation card).
4.2	Adopt ethical, legal and safety guidelines in pharmacy practice.		
5.0	Psychomotor		
5.1	Prepare pharmaceutical compounds	Carrying out Laboratory formulations	1. Hospital supervisor assessment (through an observation card). 2. Academic supervisor assessment (through an observation card).
5.2			

C. Description of Field Experience Activity

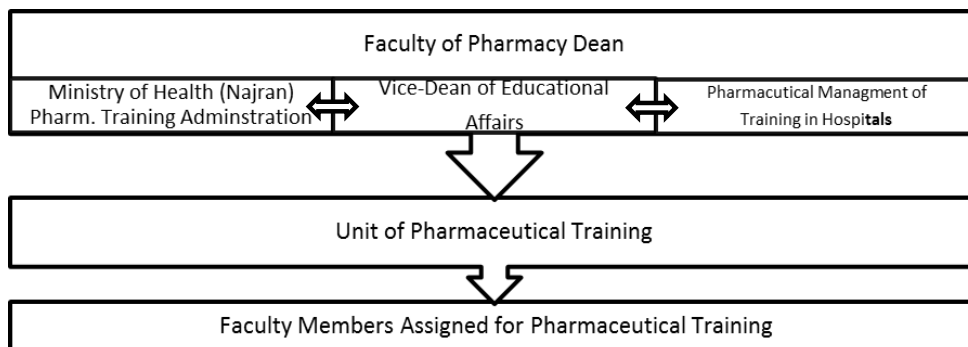
<p>1. Describe the major student activities taking place during the field experience. The whole or a part of the training can be accomplished in pharmaceutical drug companies and in institutional (hospital) pharmacies.</p> <p>Hospital Pharmacy Hospital pharmacy training will equip student with the skills of undertaking medication history interviews and detailed medication management reviews. It also prepare the trainee to provide medicines information (at discharge and all points of contact with the healthcare system), making recommendations on medicines and working in contact with specialized units e.g. emergency, intensive care, aged care, oncology, pediatrics working in multidisciplinary teams with doctors, nurses and other health professionals.</p>
<p>2. List required assignments, projects, and reports.</p> <p>a. Student self-evaluation report.</p> <p>b. External (hospital) supervisor assessment report (or observation card).</p> <p>c. Academic supervisor assessment report (or observation card).</p> <p>d. Exit exam.</p>

3. Follow up with students. What arrangements are made to collect student feedback

The student feedback is collected from continuous follow-up during the training period by the collage training committee and questionnaire.

Goal	Training location	Pharmacy in	Implementation mechanisms	Indicators of achievement	In charge of implementation	Time in hour
The training of students of the Faculty of Pharmacy – University of Najran	Hospital of Obstetrics and Gynecology	Department of Pediatrics	1- An agreement with the management of the hospital to train college students in the hospital pharmacies and various outpatient clinic. 2-Distribution of students to pharmacies by its absorptive capacity (interchangeably when needed).	1. Student self-assessment. 2- External (hospital) supervisor assessment. 3- Academic supervisor assessment. 4 - Reports of students include: - Trade Name - Scientific name - Chemical composition - Pharmacological action - Side reactions. 5- Exit exam.	1- Dean 2- Vice-Dean 3- Faculty member in charge of supervising. 4- Administrator of the hospital in charge of supervising.	106
		Department of Obstetrics and Gynecology				106
	King Khaled Hospital	Department of Public Internal Medicine				106
		Department of General Surgery				106
		Departments for Special Surgery				106
		Department of Gastroenterology and endemic diseases				106
		Department of Oncology				106
		Department of Neurosurgery				106
		Psychiatric Hospital				Hospital Pharmacy
	Total training hours					

Flow Chart for Decision Making in Pharm. Training



5. Supervisory Responsibilities.

	Student	Field Teaching Staff	Program Faculty and Teaching Staff
Student Activities			
a. transport to and from site	√		
b. demonstrate learning outcome performance	√		
c. completion of required tasks, assignments, reports, and projects	√		
Supervision Activities الأنشطة الإشرافية			
a. field site – safety		√	
b. student learning activities		√	√
c. learning resources		√	√
d. administrative (attendance)		√	
Planning Activities			
a. student activities			√
b. learning experiences			√
c. learning resources			√
d. field site preparations			√
e. student guidance and support			√
Assessment Activities			
a. student learning outcomes		√	√
b. field experience		√	√
c. field teaching staff		√	√
d. program faculty and teaching staff		√	√
e. field site		√	√
f. learning resources		√	√

b. Explain the student assessment process.

Unlike academic programs, no grade is added to the cumulative, although meetings are scheduled with students to assess progress and the structure of the experience through training reports to assure value for the pharmacy training.

There are steps for the students to pass the training period as follows:

- 1- A template (Checklist) for evaluation of the trainee by the field teaching staff in training sites.
- 2- A template (Checklist) for evaluation of the trainee by the academic supervisors in training sites
- 3- Reports of the students to the academic supervisor are taken into consideration.
- 4- In addition to the exit exam and final presentation of students

At the end decision is taken (pass the training) (or not pass the training)

- d. Explain the resolution of differences process (If the field teaching staff and the program faculty and teaching staff share responsibility for student assessment, what process is followed for resolving differences between them?

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D. Planning and Preparation by the Program

1. Identification of Field Locations

List Requirements for Field Site Locations (IT, equipment, labs, rooms, housing, learning resources, clinical)	List Safety Standards	List Specialized Criteria
a. Hospital Pharmacy.	A. Personal safety 1. Safety from physical harm (substances-chemicals, poisons ..etc. – equipment-improper body mechanics). 2. Employee responsibilities a. maintain a safe work place b. apply principles of proper body mechanics c. wear appropriate when indicated. d. follow proper procedures in handling pharmaceutical agents that may pose a hazard to the practitioner e. know where to locate the material safety data sheets. f. know and apply policies and procedures in case of emergency B. Environmental Safety 1. Clean work place 2. Proper ventilation 3. Proper lighting 4. Adequate set-up and layout of work place 5. Properly functioning equipment 6. Well trained employees aware of potential hazard	1- Rules and Regulations of Regulatory Agencies. 2- Safe Practices. 3- All schedule II drugs must be kept under lock and key.
b.IT		
c. Lab coat		
Explain the decision-making process used to determine appropriate field experience locations. The administration of the college undertakes to provide suitable training environment for each student. The college administration is keen to meet the regulations and conditions contained of Higher Education and the Saudi Commission for Health Specialties and operate under the standards achieved in the provision of quality training services in collaboration with General Directorate of Health Affairs in Najran (Department of training and scholarship).		

2. Identification of Field Staff and Supervisors

List Qualification	List Responsibilities	List Training Required
a. Ph. D staff members	Student guidance and support	Providing medicines information (at discharge and all points of contact with the healthcare system)
b. Hospital Pharmacy managers (High experienced Pharmacists)	1. Student learning activities 2. field site – safety 3. Attendance	Completion of required tasks in the specified time.
c.		laws govern and affect pharmacy practice, ethical principles and moral rules of pharmacy profession
d.....		drug distribution, adverse effects, contraindications, patient counseling, dose adjustment, safe use and disposal of medicine
Explain the decision- making process used to determine appropriate field staff and supervisors.		
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[T Comment 1]: هل يتم عمل تدريبات للمشرفين داخل البرنامج أو في مكان التدريب قبل إختيارهم

3. Identification of Students

List Pre-Requisite Requirements	List Testing Requirements	List Special Training Required
The students must pass all courses of the study plan after the 10 th level of the Pharm. Sc. Plan before training.	1. Self-evaluation, report	Providing medicines information (at discharge and all points of contact with the healthcare system)
b.	2. Hospital supervisor assessment (through an observation card).	laws govern and affect pharmacy practice, ethical principles and moral rules of pharmacy profession
c.	3. Academic supervisor assessment (through an observation card).	drug distribution, adverse effects, contraindications, patient counseling, dose adjustment, safe use and disposal of medicine in hospital pharmacies
d.	Exit exam	
Explain the decision-making process used to determine that a student is prepared to enroll in field experience activities.		
1- After the adoption of the students results of the tenth level by the Faculty Council, the Office of Academic Guidance prepare of lists of students who have passed all courses at all levels to address		

[T Comment 2]: هل يتم عمل اختبارات أو تدريبات للطلبة قبل اختيارهم للتدريب

the General Directorate of Health Affairs in Najran (Department of training and scholarship) for field experience training.

- 2- Field experience orientation will be made for this list of students concerning the time period, field experience learning outcomes, assessment method for the training period, reports and exit exam

4. Safety and Risk Management by the Program

List Insurance Requirements	List Potential Risks	List Safety Precautions Taken	List Safety Training Requirements
a. Adequate set-up and layout of work place	Microbial and physical harm	Lab coat	Lab coat
b. Well trained employees aware of potential hazard	Infectious diseases	Rules and Regulations of Regulatory Agencies.	Rules and Regulations of Regulatory Agencies.
c. Properly functioning equipment		All schedule II drugs must be kept under lock and key.	All schedule II drugs must be kept under lock and key.
d.		Proper ventilation	Proper ventilation
Explain the decision-making process used to protect and minimize safety risks. <ol style="list-style-type: none"> 1- Lab coat 2- Rules and regulations of regulatory agencies such as hospitals. 3- Proper ventilation 4- All schedule II drugs must be kept under lock and key 			

Comment [T3]: استكمل

Comment [T4]: وضح متى ومن يتخذ القرارات الخاصة بهذه الاحتياطات – الأطراف المسؤولة والتنسيق بينها بخصوص هذه الأمور.

5. Resolution of Differences in Assessments. If supervising staff in the field location and faculty from the institution share responsibility for student assessment, what process is followed for resolving any differences between them?

There is no any differences in the assessments between the supervising staff in the field location and faculty as both of them complete each other

E. Evaluation of the Field Experience

1. Describe the evaluation process and list recommendations for improvement of field experience activities by:

a. Students

Describe evaluation process

According to the students questionnaire about the training the following results were obtained.

- 1- Learning outcome 90%
- 2- Resources 90%
- 3- Fair assessment 90%

- 4- Opportunities to observe the pharmacist's interaction and communication. 90%.
- 5- The hospital supervisors (Pharmacists) are professional) 90%.
- 6- Time of the training 10%.
- 7- understanding of professionalism and ethics in pharmacy 100%
- 8- Applying good pharmacy practices. 100%.
- 9- Application of learning outcome 100%

List recommendations for improvement

- 1- The time of training must be shortened.

b. Supervising staff in the field setting

Describe evaluation process

- i- Evaluation is carried out with an evaluation sheet according to the following items:
 - 1- Practical Ability. 2- Theoretical background. 3- Cooperation with other colleagues
 - 4- Punctuality. 5- Organization. 6- Safety awareness
 - 7- Communication with patients. 8- Interest & enthusiasm. 9- Completion of tasks on time.
 - 10- Appearance.
- ii- The student must pass all the items in the evaluation sheet successfully (60% at least).

List recommendations for improvement

c. Supervising faculty from the institution

Describe evaluation process

-Academic supervisor assessment.

- i- Evaluation is carried out with an evaluation sheet according to the following items:
 - 1- Practical Ability. 2- Theoretical background. 3- Cooperation with other colleagues
 - 4- Punctuality. 5- Organization. 6- Safety awareness
 - 7- Communication with patients. 8- Interest & enthusiasm. 9- Completion of tasks on time.
 - 10- Appearance.
- ii- The student must pass all the items in the evaluation sheet successfully (60% at least).

List recommendations for improvement

The followings are recommended to improve the field experience of the graduates:

- 1- Training in industrial pharmaceutical companies.
- 2- Preparing a training guide for the students.

e. Others—(e.g. graduates, independent evaluator, etc.)

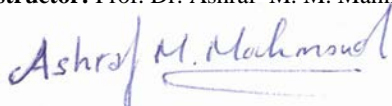
Describe evaluation process

List recommendations for improvement

Comment [T]: يمكن أن يتضمن استبيان الخريجين استفسارات عن جودة التدريب الميداني الذي تلقوه قبل التخرج

2. Action Plan for Improvement for Next Semester/Year				
Actions Recommended for further improvement (List from E.1 above)	Intended Action Points (should be measurable)	Start Date	Completion Date	Person Responsible
a. Training in industrial Pharmaceutical companies.	Agreements with national and international pharmaceutical companies for training students on the production lines and in promotion.	25/10/1438 H	25/10/1439 H	The Dean
b. Preparing a training guide for the students	Decree forming a committee of faculty members to prepare a directory	25/10/1438 H	25/12/1438 H	Program coordinator
c.
d.....
e.....

Name of Instructor: Prof. Dr. Ashraf M. M. Mahmoud

Signature:  **Date Report Completed:** 22/8/1438 H

Name of Field Experience Teaching Staff

- 1- Prof. Dr. Mohamed Abdel Motteleb
- 2- Prof. Dr. Ashraf M. M. Mahmoud
- 3- Dr. Saad El-Kahtany
- 4- Dr. Mohamed Saeed El-Kahtany
- 5- Dr. Basel Abdel-Naem
- 6- Dr. Ali Alshaaby
- 7- Dr. Hany Gouda

Program Coordinator: Prof. Dr. Ashraf M. M. Mahmoud

Signature:  **Date Received:** 22/8/1438

Internal Revision Committee

	Name	Signature
1	Dr. Mohamed S. Al Qahtani	
2	Prof. Ashraf M. Mohamed	
3	Prof. Mohamed Abdel Motaleb	Mohamed . Abd E L . Motaleb
4	Dr. Basel Abdel Naem	
5	Dr. Ali Al Shabby	