

# Cover Sheet: Request 12116

## PHA5XXC Personal and Professional Development IV

### Info

Process	Course New Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Diane Beck beck@cop.ufl.edu
Created	11/23/2017 2:31:15 PM
Updated	11/24/2017 3:07:17 PM
Description of request	Alert: This request is for a 0.5 Cr Hr course and this option was not available in the electronic submission. The option of a 0.5 cr hr course has been discussed with registrars office who agreed with submission of this request.  This is the fourth of 9 courses that focus on personal and professional development. This course occurs in Semester 4.

### Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	COP - Interdisciplinary Studies	Diane Beck		11/24/2017
Syllabus PPD4 Spring 2018-2019 2017-11-22.docx					11/23/2017
PPD Courses 1-6- Contact Hr Map.xlsx					11/23/2017
College	Approved	COP - College of Pharmacy	Diane Beck		11/24/2017
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			11/24/2017
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

# Course|New for request 12116

## Info

**Request:** PHA5XXXX Personal and Professional Development IV

**Description of request:** Alert: This request is for a 0.5 Cr Hr course and this option was not available in the electronic submission.

The option of a 0.5 cr hr course has been discussed with registrars office who agreed with submission of this request.

This is the fourth of 9 courses that focus on personal and professional development. This course occurs in Semester 4.

**Submitter:** Diane Beck beck@cop.ufl.edu

**Created:** 11/23/2017 2:10:40 PM

**Form version:** 1

## Responses

**Recommended Prefix**PHA

**Course Level** 5

**Number** XXX

**Category of Instruction** Intermediate

**Lab Code** C

**Course Title** Personal and Professional Development IV

**Transcript Title** Person & Prof Dev IV

**Degree Type** Professional

**Delivery Method(s)** 4637,4638,4639 On-Campus, Off-Campus, Online

**Co-Listing** No

**Co-Listing Explanation** Not Applicable

**Effective Term** Spring

**Effective Year** 2019

**Rotating Topic?** No

**Repeatable Credit?** No

**Amount of Credit** 0

**S/U Only?** Yes

**Contact Type** Regularly Scheduled

**Weekly Contact Hours** 0.5

**Course Description** Introduces the skills, attitudes, and values that are essential for achieving high performance in healthcare practice and in achieving personal career success. This is the fourth of nine sequential courses that serve as an anchor for the co-curriculum and a home for tracking achievements of performance milestones.

**Prerequisites** Completion of all Year 2 Fall semester Pharm.D. program coursework.

**Co-requisites** All Year 2 Pharm.D. Spring semester program courses.

**Rationale and Placement in Curriculum** There are 9 courses in this course sequence with one in each of the 9 semesters of the curriculum. This is the fourth course and occurs in the fourth semester.

**Course Objectives** Upon completion of this course, the student will be able to:

1. Identify your personal leadership style.
2. Select appropriate approaches to provide feedback to peers in common scenarios encountered as a pharmacist in a workplace setting.
3. Summarize a process to follow when leading change initiatives.
4. Collaborate as an interprofessional team member.
5. Demonstrate self-awareness in reflecting on personal development needs and then establishing goals for continuing professional development.
6. Apply professional attitudes, values, and behaviors that are expected of a pharmacist in daily practice, in the community, and within the pharmacy profession.

7. Demonstrate professional attitudes, values, and behaviors during co-curricular activities.
8. Document personal and professional development by maintaining an electronic portfolio.
9. Demonstrate ability to successfully complete 10 hours of co-curricular activities that contribute to achieving personal and professional development.
10. Demonstrate, through completion of milestone assessments, the expected knowledge, skills, attitudes, and values that exemplify readiness for coursework during year 3 of the Pharm.D. curriculum.

**Course Textbook(s) and/or Other Assigned Reading**1. [Harvard Business Review Press: Difficult Conversions - HBR 20-minute Manager Series. (2016). ISBN-13: 978-1633690783

- Not Available via HSC Library

2. Harvard Business Review press: Giving Effective Feedback – HBNR 20-minute Manager Series. (2014). ISBN- 13: 978-1625275244

- Not Available via HSC Library

Use UF VPN to access UF Libraries Resources when off-campus. The UF HSC library staff can assist you with questions or issues related to accessing online library materials. For assistance contact your College of Pharmacy librarian or visit the HSC Library Website at this URL:  
<http://www.library.health.ufl.edu/>

Suggested Textbooks/Readings

1. Kouzes JM, Posner BZ. The Student Leadership Challenge Deluxe Student Set 2nd Edition, 2014, Jossey-Bass

**Weekly Schedule of Topics** Week 1:

Module 1: Introduction to PPD4

Week 2:

Module 2: Team Debriefing 2

Weeks 3-4:

Interprofessional Activities (IPLH in GNV and JAX; UCF in ORL)

Week 5:

Assignment: Meet with Career Coach

Assignment: Complete Career Coach Evaluation

Week 6-7:

Interprofessional Activities (IPLH in GNV and JAX; UCF in ORL)

Week 8:

Assignment: Team Evaluations (CATME)

Assignment: Career Planning - CPD Assignment - Submit Cycle 2 Revision-Completed Reflection, Revised Plan, Brainstormed Learning Activities

Week 9-10:

Module 3: Team Debriefing 3

Assignment: Team Debriefing 3 (Individual)

Assignment: Team Debriefing 3 (Team)

Assignment: Team Evaluations (CATME)

Week 11:

Assignment: Team Performance Scale

Weeks 12-5:

Assignment: Co-curricular Activity Participation log

**Links and Policies** Course Specific Policies

Professionalism Assessments:

Professionalism is an educational outcome of the Pharm.D. program and therefore, is continually assessed. Professional behaviors and attitudes are evaluated at each annual milestone to determine progression and eventual readiness for graduation.

Unprofessional behaviors and attitudes will result in a deduction of points in the overall course grade in which the event occurred. Unexcused absences are considered to be unprofessional behavior. Other forms of unprofessional behavior include: lateness to class resulting in missing the start of the application exercises/discussions unless permitted by instructor, classroom behaviors that are distracting or disruptive to others, use of cell/smart phones during class, reading emails/messages, use of social media, leaving class early without informing the faculty or staff member, disrespectful behaviors with faculty, staff, or other students, and inappropriate discussion board or social media postings. For incidents of lateness to class, an assessment will be made about the seriousness of the tardiness and this will be used to determine the course of action.

Nonadherence to the dress code policy is also considered unprofessional behavior. Students who do not comply with the dress code will be assessed as unprofessional and also asked to leave class as noted in the dress code policy.

Across the academic year, unprofessional behaviors will be tracked across all courses. Each offense will result in a grade deduction in the course the unprofessional behavior occurred in. The Personal and Professional Development courses are pass/fail, therefore those students who accumulate 3 or more professionalism offenses will not pass the course. Repeated unprofessional behaviors will also be evaluated as an end of year milestone and can negatively impact curricular progression.

Class attendance is required at all class session, including the interprofessional learning activities. All quizzes administered in the course are pass/fail. To pass the quiz you must earn 80% on the quiz. You will be provided with 2 attempts to complete the quiz to earn the passing score. If the passing score is not earned on the second attempt, additional assignments will be required for you to complete to demonstrate competence in the content area in order to earn a passing grade for the course.

#### Educational Technology Use

The following technology below will be used during the course and the student must have the appropriate technology and software.

1. ExamSoft™ Testing Platform
2. Canvas™ Learning Management System
3. Salesforce©
4. Qualtrics®
5. CATME©
6. PharmAcademic™

For technical support, navigate to Educational Technology and IT Support Contact Information at this URL: <http://curriculum.pharmacy.ufl.edu/current-students/technical-help/>

#### Pharm.D. Course Policies

The Policies in the following link apply to this course. Review the Pharm.D. Course Policies carefully, at this URL: <http://curriculum.pharmacy.ufl.edu/current-students/course-policies/>

**Grading Scheme** A grade of satisfactory requires successful completion of each of the following:

1. Submit syllabus agreement
2. Attendance at all Active Learning Sessions/Workshops scheduled in the course
3. Interprofessional Learning in Healthcare (IPLH)/ UCF in ORL
4. Submit Team Debriefing: Individual Assignment (pre-class)
5. Submit Team Debriefing: Team Assignment (post-class)
6. Meet with Career Coach
7. Complete Team Evaluations in CATME
8. Submit Continuing Professional Development cycle 2 Revision
9. Submit Co-Curricular Activity Participation Log
10. Submit Team Performance Scale Evaluation

11. Complete Year 2 Milestone Evaluations (Completed in other courses and tracked in this course)

**Instructor(s)** Priti N. Patel, Pharm.D., BCPS

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# PHA 5XXXC

## Personal and Professional Development IV

Spring 2019

*0.5 Credit Hour – [Satisfactory/Unsatisfactory]*

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*The purpose of this course is to track the personal and professional growth of individual students. The course is the fourth of nine sequential courses that serve as an anchor for the co-curriculum and a home for tracking achievements of performance milestones. This course continues to expand on the 10 pharmacist attributes (problem solving/critical thinking, education, patient advocacy, cultural awareness, interprofessional collaboration, communication, self-awareness, leadership, innovation and entrepreneurship, and professionalism). This course focuses on development of leadership, self-awareness, professionalism and innovative mindset.*

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### Teaching Partnership Leader

Priti N. Patel, Pharm.D., BCPS

- Email: [ppatel@cop.ufl.edu](mailto:ppatel@cop.ufl.edu)
- Office: St. Petersburg Campus
- Phone: 727-394-6213
- Office Hours: By appointment ONLY.

See Appendix A. for Course Directory of Faculty and Staff Contact Information.

### Entrustable Professional Activities

This course will prepare you to perform the following activities which the public entrusts a Pharmacist to perform:

1. EPA D1. Demonstrate soft-skills in daily practice including interprofessional team collaboration (e.g., interpersonal communication, professionalism, cultural sensitivity, innovativemindset).
2. EPA D2. Exhibit commitment to patients and the community by serving as an advocate and leader.
3. EPA D3. Demonstrate responsibility for personal and professional development.

### Course-Level Objectives

Upon completion of this course, the student will be able to:

1. Identify your personal leadership style.
2. Select appropriate approaches to provide feedback to peers in common scenarios encountered as a pharmacist in a workplace setting.
3. Summarize a process to follow when leading change initiatives.

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4. Collaborate as an interprofessional team member.
5. Demonstrate self-awareness in reflecting on personal development needs and then establishing goals for continuing professional development.
6. Apply professional attitudes, values, and behaviors that are expected of a pharmacist in daily practice, in the community, and within the pharmacy profession.
7. Demonstrate professional attitudes, values, and behaviors during co-curricular activities.
8. Document personal and professional development by maintaining an electronic portfolio.
9. Demonstrate ability to successfully complete 10 hours of co-curricular activities that contribute to achieving personal and professional development.
10. Demonstrate, through completion of milestone assessments, the expected knowledge, skills, attitudes, and values that exemplify readiness for coursework during year 3 of the Pharm.D. curriculum.

## Course Pre-requisites

1. Completion of all Year 2 Fall semester Pharm.D. program coursework.

## Course Co-requisites

1. All Year 2 Pharm.D. Spring semester program courses.

## Course Outline

Please routinely check your campus calendar and the Canvas course site for any messages about changes in the schedule including meeting dates/times, deadlines, and room changes.

<b>Date Recommended Dates for Independent Study</b>	<b>Mod#</b>	<b>Unit Topic</b>	<b>Contact Hours [hr.]a</b>	<b>Faculty Author</b>	<b>Learning Objectives Covered</b>
January 2019	1	Module 1: Introduction to PPD4	1 hr	Patel	
		Watch: Introduction to PPD4	1 hr	Patel	
January 2019		Assignment: Syllabus Agreement (Canvas)			
	2	Module 2: Team Debriefing 2			
<b>TBD</b> (due 1 hour prior to class session)		Assignment: Team Debriefing <u>Individual</u> Assignment 2			

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<b>Date Recommended Dates for Independent Study</b>	<b>Mod#</b>	<b>Unit Topic</b>	<b>Contact Hours [hr.]a</b>	<b>Faculty Author</b>	<b>Learning Objectives Covered</b>
<i>Class Session</i> <b>TBD</b>		Team Debriefing 2	1.0hr	Patel	
<b>TBD</b> (due 1 hour following class session)		Assignment: Team Debriefing <u>Team</u> Assignment 2			
<b>Jan 2019</b>		Interprofessional: IPLH (GNV & JAX)	3hrs		
<b>Jan 2019</b>		Interprofessional: UCF (ORL only)	3 hrs		
<b>2/15/19</b> <b>11:59PM</b>		Assignment: Meet face-to-face or via video chat with Career Coach by this date.			
<b>2/15/19</b> <b>11:59PM</b>		Assignment: Complete Career Coach Evaluation (Salesforce)			
<b>Feb 2019</b>		Interprofessional: IPLH (GNV & JAX)	3 hrs		
<b>Feb 2019</b>		Interprofessional: UCF (ORL only)	3 hrs		
<b>March 2019</b>		Assignment: Team Evaluations (CATME)			
<b>3/1/19</b> <b>11:59PM</b>		Assignment: Assignment: Career Planning; CPD Assignment: Submit Cycle 2 Revision-Completed Reflection, Revised Plan, Brainstormed Learning Activities (Canvas AND Salesforce)			
<b>TBD</b>	3	Module 3: Team Debriefing 3			
<b>TBD</b> (due 1 hour prior to class session)		Assignment: Team Debriefing <u>Individual</u> Assignment 3			
<i>Class Session</i> <b>TBD</b>		Team Debriefing 3	1.0hr		



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<b>Date Recommended Dates for Independent Study</b>	<b>Mod#</b>	<b>Unit Topic</b>	<b>Contact Hours [hr.]a</b>	<b>Faculty Author</b>	<b>Learning Objectives Covered</b>
<b>TBD</b> (due 1 hour following class session)		Assignment: Team Debriefing <u>Team</u> Assignment 3			
<b>4/20/19</b> <b>11:59pm</b>		Assignment: Team Evaluations (CATME)			
<b>4/20/19</b> <b>11:59pm</b>		Assignment: Team Performance Scale (Qualtrics)			
<b>4/20/19</b> <b>11:59pm</b>		Assignment: Co-Curricular Activity Participation log [10.0hr] (Canvas)			
<b>TBD</b>	All	Milestones			
		Total Instructor Contact Hours with consideration of "C" designation	Fall course has 15 contact hrs (C-Course) and 21 hrs of individual/ outside study = 36 hrs total  This 0.5 cr hr course is 4.5 contact hrs and 9.25 hrs of individual/outside study = 13.75 hrs total. Total across both courses is 49.75 hrs with the majority of hrs being individual/outside study.		

## Required Textbooks/Readings

- [Harvard Business Review Press: Difficult Conversions - HBR 20-minute Manager Series. (2016). ISBN-13: 978-1633690783
  - Not Available via HSC Library
- Harvard Business Review press: Giving Effective Feedback – HBNR 20-minute Manager Series. (2014). ISBN-13: 978-1625275244
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## Suggested Textbooks/Readings

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1. Kouzes JM, Posner BZ. The Student Leadership Challenge Deluxe Student Set 2<sup>nd</sup> Edition, 2014, Jossey-Bass (Wiley), San Francisco, CA. ISBN-13:978-1-119-87265-9

## Other Required Learning Resources

None

## Materials & Supplies Fees

None

## Student Evaluation & Grading

Personal and Professional Development is a **pass/fail** course. Passing requires successful completion of all milestones and course requirements listed.

At the Year 2 Milestone, students who have performed with excellence in both Personal and Professional Development I and II will be identified and will receive a Letter of Commendation for their Portfolio and College file.

Assessment Item	Deadline	Criteria
<b>Syllabus Agreement</b>	January 2019	Complete syllabus agreement in <b>Canvas</b> .
<b>Attendance at all Active Learning Sessions/Workshops scheduled in the course</b>	See workshop schedule above.	Class attendance is required at all class sessions, including the interprofessional learning activities and workshops.
<b>Interprofessional Learning In Health Care (IPLH) GNV and JAX only</b>	January 11, 2019 February 8, 2019	Satisfactory completion of all required activities that are part of IPLH with a score of 80% or greater. (iRAT and tRAT for each session will be weighted iRAT [40%]/tRAT [60%] to determine session score.)
<b>Interprofessional Session with UCF College of Medicine (ORL only)</b>	TBD	

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<b>Team Debriefing: Individual Assignment (pre-class)</b>	January 2019 March 2019	<ul style="list-style-type: none"> <li>As an individual, submit individual reflection assignment</li> <li>Must be uploaded to <b>Canvas 1 hour</b> prior to each scheduled Team Debriefing meeting.</li> </ul>
<b>Team Debriefing: Team Assignment (post class)</b>	January 2019 March 2019	<ul style="list-style-type: none"> <li>As a team, submit team reflection assignment</li> <li>Must be uploaded to <b>Canvas 1 hour</b> after the Team Debriefing session.</li> </ul>
<b>Career Coach</b>	February 15, 2019	<ul style="list-style-type: none"> <li>Complete <b>two</b> meetings with Career Coach by specified deadlines</li> <li>Complete Career Coach evaluation survey (Salesforce) after each meeting with your Career Coach</li> <li>Career Coach will complete an assessment to notify the course director the meeting has been completed</li> </ul> <p>See <b>Appendix B</b> for Career Coach Evaluation</p>
<b>Team Evaluations</b>	March 2019 April 20, 2019	<p>Complete an evaluation for your team in CATME.</p> <p>See <a href="http://info.catme.org/catme-word-documents/">http://info.catme.org/catme-word-documents/</a> for the Online Rubric</p> <p>Passing score for the course is determined at the final evaluation (April). The adjustment score (without self-evaluation) earned must be <math>\geq 0.85</math>.</p>
<b>Continuing Professional Development Cycle 2 Revision</b>	March 1, 2019	<p>Upload a copy of your <u>revised</u> CPD to <b>Canvas and Salesforce Portfolio</b></p> <p>(Complete Reflection, Revised Plan, Brainstormed Learning Activities )</p>
<b>Co-Curricular Activity Participation log</b>	April 20, 2019	<ul style="list-style-type: none"> <li>Complete 10 hours of co-curricular activities</li> <li>Submit completed activity participation log to <b>Canvas</b>.</li> </ul>

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<b>Team Performance Scale Evaluation</b>	April 20, 2019	Complete the team performance evaluation in <b>Canvas (There will be a URL link to a Qualtrics survey).</b>
<b>Year 2 Milestones</b>	May 2019	Satisfactory completion of the following milestones that denote readiness to progress to Year 3: <ol style="list-style-type: none"> <li>1. Calculation Exam</li> <li>2. Top 200 Drug Exam</li> <li>3. PPD II Course Requirements</li> <li>4. Foundational Knowledge Threads (medicinal chemistry, pharmacology, clinical therapeutics)</li> <li>5. Professionalism (longitudinal)</li> <li>6. Team Performance (Summative Peer evaluation)</li> <li>7. Infectious Disease Exam</li> </ol>

## Course Specific Policies

### Professionalism Assessments:

Professionalism is an educational outcome of the Pharm.D. program and therefore, is continually assessed. Professional behaviors and attitudes are evaluated at each annual milestone to determine progression and eventual readiness for graduation.

Unprofessional behaviors and attitudes will result in a deduction of points in the overall course grade in which the event occurred. Unexcused absences are considered to be unprofessional behavior. Other forms of unprofessional behavior include: lateness to class resulting in missing the start of the application exercises/discussions unless permitted by instructor, classroom behaviors that are distracting or disruptive to others, use of cell/smart phones during class, reading emails/messages, use of social media, leaving class early without informing the faculty or staff member, disrespectful behaviors with faculty, staff, or other students, and inappropriate discussion board or social media postings. For incidents of lateness to class, an assessment will be made about the seriousness of the tardiness and this will be used to determine the course of action. Nonadherence to the dress code policy is also considered unprofessional behavior. Students who do not comply with the dress code will be assessed as unprofessional and also asked to leave class as noted in the dress code policy.

Across the academic year, unprofessional behaviors will be tracked across all courses. Each offense will result in a grade deduction in the course the unprofessional behavior occurred in. **The Personal and Professional Development courses are pass/fail, therefore those students who accumulate 3 or more professionalism offenses will not pass the course.** Repeated unprofessional behaviors will also be evaluated as an end of year milestone and can negatively impact curricular progression.

Class attendance is required at all class session, including the interprofessional learning activities. All quizzes

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administered in the course are pass/fail. To pass the quiz you must earn 80% on the quiz. You will be provided with 2 attempts to complete the quiz to earn the passing score. If the passing score is not earned on the second attempt, additional assignments will be required for you to complete to demonstrate competence in the content area in order to earn a passing grade for the course.

## Educational Technology Use

The following technology below will be used during the course and the student must have the appropriate technology and software.

1. ExamSoft™ Testing Platform
2. Canvas™ Learning Management System
3. Salesforce©
4. Qualtrics®
5. CATME©
6. PharmAcademic™

For technical support, navigate to [Educational Technology and IT Support Contact Information](http://curriculum.pharmacy.ufl.edu/current-students/technical-help/) at this URL:  
<http://curriculum.pharmacy.ufl.edu/current-students/technical-help/>

## Pharm.D. Course Policies

The Policies in the following link apply to this course. Review the [Pharm.D. Course Policies](http://curriculum.pharmacy.ufl.edu/current-students/course-policies/) carefully, at this URL:  
<http://curriculum.pharmacy.ufl.edu/current-students/course-policies/>

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## Appendix A. Course Directory

### Teaching Partnership Leader/Course Director:

Priti N. Patel, Pharm.D., BCPS

Email: [ppatel@cop.ufl.edu](mailto:ppatel@cop.ufl.edu)

Office: St. Petersburg Campus

Phone: 727-394-6213

#### Questions to Ask:

- Concerns about performance
- Guidance when there are performance problems (failing grades)
- General questions about content

### Co-Curriculum Program Specialist:

Sarah Mazorra

Email: [smazo@cop.ufl.edu](mailto:smazo@cop.ufl.edu)

Office: HPNP 3305/GNV

Phone: 352-273-8203

#### Questions to Ask:

- Anything related to co-curricular activities
- Anything related to the Career Coach program (issues contacting coach, Salesforce Portfolio, CPD, deadlines, etc.)
- Anything related to the interprofessional education component of the course.
- Issues related to course policies (make-up assignments)
- Questions about dates, deadlines, meeting place
- General questions about content and assignment directions
- Questions about grade entries gradebook (missing grades, incorrect grades)

### Academic/Education Coordinators:

Sarah A. Burgess, M.Ed.

Academic Coordinator

Email: [sburgess@cop.ufl.edu](mailto:sburgess@cop.ufl.edu)

Office: HPNP 4312/GNV

Phone: 352-273-5617

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Absent/Tardy Email: [absent2pd@cop.ufl.edu](mailto:absent2pd@cop.ufl.edu)

McKenzie Wallen  
Education Coordinator  
Email: [mwallen@cop.ufl.edu](mailto:mwallen@cop.ufl.edu)  
Office: Jacksonville Campus

Victoria Savosh  
Education Coordinator  
Email: [vsavosh@cop.ufl.edu](mailto:vsavosh@cop.ufl.edu)  
Office: Orlando Campus

### Questions to Ask:

- Issues related to course policies (absences, make up exams, missed attendance)
- Absence requests (Only the Co-Curricular Program Specialists handles absence requests)
- Questions about dates, deadlines, meeting place
- Availability of handouts and other course materials
- Assignment directions
- Questions about grade entries gradebook (missing grades, wrong grade)
- Assistance with ExamSoft® (Distant campus students may contact Education Coordinator for use of SofTest and assistance during exams. The Academic Coordinator is the contact person for issues related to grading and posting of ExamSoft grades.)

## Other Teaching Partnership Faculty Members:

Carol Motycka, Pharm.D., BCACP  
Jacksonville Course Facilitator & Co-curriculum Coordinator  
Email: [motycka@cop.ufl.edu](mailto:motycka@cop.ufl.edu)  
Office: JAX  
Phone: 904-244-9590

Lisa Vandervoort, Pharm.D.  
Orlando Course Facilitator & Co-curriculum Coordinator  
Email: [lvandervoort@cop.ufl.edu](mailto:lvandervoort@cop.ufl.edu)  
Office: ORL  
Phone: 407-313-7031

Michelle Farland, Pharm.D., BCPS, CDE  
Email: [mfarland@cop.ufl.edu](mailto:mfarland@cop.ufl.edu)  
Office: HPNP 3307/GNV  
Phone: 352-273-6293

Kathryn Smith, Pharm.D.  
Email: [ksmith@cop.ufl.edu](mailto:ksmith@cop.ufl.edu)  
Office: HPNP 2303/GNV  
Phone: 352-294-8287

Karen Whalen, Pharm.D., BCPS, CDE  
Email: [whalen@cop.ufl.edu](mailto:whalen@cop.ufl.edu)  
Office: HPNP-4321  
Phone: 352-273-9497



## Appendix B

### Career Coach Evaluation – Self-Awareness

**Self-Awareness:** How would you rate the student’s level of self-awareness? (We define self-awareness as being able to examine and reflect on personal knowledge, skills, abilities, beliefs, biases, motivation, and emotions that could enhance or limit personal and professional growth)

<b>Global Score</b>	
<b>Needs Improvement:</b> The student has not yet identified his/her strengths and areas for improvement	
<b>Meets Expectations:</b> The student has thoughtfully identified strengths and areas for improvement. During the current CPD cycle, the student has made effort to complete activities to work on areas needing improvement.	
<b>Exceeds Expectations:</b> The student has thoughtfully identified strengths and areas for improvement. For multiple CPD cycles, the student has completed activities to work on areas needing improvement.	

**Professionalism:** How would you rate the student’s level of professionalism? (We define professionalism as being able to exhibit behaviors and values that are consistent with the trust given to the profession by patients, other healthcare providers, and society.)

<b>Global Score (Elements of professionalism observable during Career Coach interactions)</b>	
<b>Needs Improvement:</b> More than 2 of the following need development: adherence to deadlines, professional verbal and written communication, respect, attentiveness, commitment to excellence, inquisitiveness.	
<b>Meets Expectations:</b> The student needs development in 1-2 of the following: adherence to deadlines, professional verbal and written communication, respect, attentiveness, commitment to excellence, inquisitiveness.	
<b>Exceeds Expectations:</b> The student displays all of the following characteristics and skills: adherence to deadlines, professional verbal and written communication, respect, attentiveness, commitment to excellence, inquisitiveness.	