

Advisory Committee Minutes

PROGRAM COMMITTEE NAME:	Pharmacy Technology		
CHAIRPERSON:	Chad Simpson		
MEETING DATE:	6-13-19	MEETING TIME:	11:15 AM
RECORDER:	Janet Barton, Executive Secretary jlbarton@actx.edu	MEETING PLACE:	WC, AH Bldg Room 101
		PREVIOUS MEETING:	10-29-18

MEMBERS PRESENT

List all members of the committee, then place an X in the box left of name if present

	NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL
x	Chad Simpson	Pharmacist	BSA Hospital	212-4538	chad.simpson@bsahs.org
x	Brent Collier	Pharmacist	J.O. Wyatt Clinic	351-7241	brent.collier@nwths.com
x	Leena Patel		Walgreens		
x	Robert Medina	Pharmacist	VA Hospital	354-7898	robertmedinajr@va.gov
x	Todd Walls	Pharmacist	J.O. Wyatt	351-7244	todd.walls@nwths.com
x	Matt Simons	CPHT	NWTH Hospital		
x	Ike Oguejifer	Pharm. Resident	BSA		

EX-OFFICIO'S PRESENT

x	Shawna Lopez	Program Director	Amarillo College	356-3655	smlopez@actx.edu
x	Kim Crowley	Dean of Health Sciences	Amarillo College	354-6087	kacrowley@actx.edu
x	Judy Massie	MDS Director	Amarillo College	354-6068	jmassie@actx.edu
x	Sandra Dela Rosa	Advisor	Amarillo College	371-5456	smdelarosa@actx.edu
x	Javier Herrera	Advisor	Amarillo College	806-354-6007	jfherrera@actx.edu

AGENDA ITEM

ACTION DISCUSSION INFORMATION

RESPONSIBILITY

Call to Order	Introduction where made	Chad Simpson
Approval of Minutes	Call for approval of previous minutes, 1 st Matt, 2 nd Todd	Chad Simpson
Health Science Advisor Report	Javier – Currently registering students and making sure they have everything they need to start in fall. Also working with High School students. Javier stated Shawna sent him a list of students that needed to be enrolled so he is helping with this. Sandra stated she has been working with a lot of the High School students getting them registered. Has been talking to them about Health Sciences.	Javier, Sandra

Director's Report

Shawna – Shawna stated she appreciates all the help the committee has given her. Shawna mentioned the site visit and stated it went ok. Program changed to advanced level. Has increased hours and added practicums. Now have 200 hours in retail and have to be completed before clinicals. Fall Retail for 8 weeks. 2nd 8 weeks clinical rotation. Hospital have added simulation hours at Sim Central. Shawna will be hiring a retail person with at least an Associate Degree to help with the layout of the retail piece of her program. She welcomes any help with this. At Sim Central students will be fake patients. Spring semester is the same except for 8 weeks at Hospital will be sterile compounding.

Accreditation – Standard 8 AB Committee. Not adding new sites. Handbook page 15 Admission Criteria New AHSP requirement. Must be TSI complete College ready. Shawna talked about the Point System – Health Science Application on-line. She also mentioned that students need to have TB and Flu vaccine earlier because clinicals are starting earlier. Students must also complete the Criminal Background at the cost of \$50. Chad asked what other programs do and Shawna stated they complete the standard Health Sciences Pre-Check background. We use Pre-Check because that is what Hospitals are using. (Chad mentioned something about this and Kim stated maybe put in application process). Put on Website: If student ? has a federal offense, will not be approved to be a tech.

Dismissal – Shawna reviewed the dismissal process. She stated the clinical sites are good at letting her know if they have any student issues.

Step 1 – warning, Step 2 - Conference Step 3 – Probation Step 4 – Dismissal from Program. Information can be found in the Pharm Tech Handbook page 41.

Successful Completion – Completion goal is in our strategic plan. 70% overall by 2020. The College will no longer be offering developmental courses. To graduate must have completed all courses with a C or and capstone test at least grade of 75. Will have students take test as a real test here and will count as one of their test.

The Registrar's Office tracks graduation.

Strategic Plan – New Strategic Plan, ASHP reviewed and made the following recommendations:

- Expand the Who – Community add volunteer places. Heal the City is not available for Pharmacy.
- Update Progress – Currently track placement, Certification, Completers... Track by in various ways.

Shawna stated she is submitting report on Monday. 100% pass on National exam.

Chad asked if Shawna pro-actively looks for students to attend program? Like students who are bad at taking test. Do we help them strategies. Kim, true of all of our programs. We have a lot of help for students who have anxiety. Shawna...can add a test taking course in fall. Have practice exams. Chad stated he can show Shawna how to do a mixed test. Goal is to have 70% completion 2020. Mandatory

tutoring when students fall below 75%. This in syllabus

	Shawna added feedback to Law exams. Working on expanding this. Will work on for certification exam. On-line math has been identified as a problem. Shawna stated she gives answers for math. Works the problem the night before and loads them in blackboard (need explanation on this please.) Aligning Degrees – Certificate with lab. Chemo in future. Attended success 360 Recruiting at Civic Center...a lot of fun. Have High School tours juniors and seniors. Palo Duro Hero's-this is a really good one. Career fairs at various facilities. Learning - High Impact Learning practices implemented by all instructors, Curriculum maps are under review, Currently working on Simulation Certificate. Equity – Connect Students with ARC, Financial – Finding ways to purchase needed equipment such as Perkins Grant or donations from pharmacies. Use Sim Central more. Shawna stated she needs donations of empty bottles that are in dated, cannot be expired. Need in date top 200 at all times. Budget – not approved at this time. Have requested several pieces of equipment. Shawna stated there will be changes to clinicals in the fall. Has been talking with Austin Community College to get ideas.	
Affiliation Reports	Brent Collier – J.O. Wyatt – Brent stated they had two students at JO Wyatt for clinicals. All positive, no issues. Chad Simpson – BSA – Implementing Camera Technology. Currently in Beta Testing. Ran into some issues. Looking at July 16th as the Go Date. This will allow them to take pictures during each step of the compounding process. Chad stated that they had four of our students in Clinicals. They hired two. Leena Patel – Walgreens – Leena mentioned she had two students in clinicals this semester and they were really good. Filled an average of 600 to 700 prescriptions. Leena stated that students need to understand they will have a lot of patient contact. Leena asked Shawna if she does testing... Shawna stated she does not. ??? Matt Simpson – NWTXH – Everything is good. Had two of our students in clinicals...they were good. Matt stated NW does not have a camera, they have Pixis. Matt asked why can't they scan patient information and show it in Pixis? Pixis is supposed to track the location of medicines. Bob Medina – VA Hospital - Bob Stated they had one student...normally take two. The student learned about compounding. Shawna asked if the student worked in outpatient side and Bob stated she did not. Shawna mentioned students need to be exposed to the insurance side of Pharmacy.	
Dean of Health Sciences Report	Kim mentioned Shawna is trying to expand to Commercial Pharmacy. Would appreciate the Committees help and support.	Kim Crowley

Adjournment	1 st Matt, 2 nd Brent at 12:20 PM	Chad Simpson
Date: 3-30-2020		Next Meeting: TBD

ADVISORY COMMITTEE MEMBERS

Program: Pharmacy Technology

Year: Summer 2019

Program Director: Shawna Lopez

Committee Chair:

Chad Simpson

Name	Title	Company	Phone	E-Mail
Judy Massie	mds Prog. Director	AC	354-6068	jemassie@actx.edu
Todd Walls	Pharmacy Mgr.	Hyatt Regency	351-7240	todd.walls@nuths.com
Javier Herrera	Advisor	AC	354-6007	jfherrera@actx.edu
Kim Crowley	Dean	AC	354-6087	
Chad Simpson	Rx mgr	BSA	212-4538	chad.simpson@bsahealth.org
Ike Ogueji	Pharm Resident	BSA		
Leena Patel	Pharmacy Manager	Walgreens	324-7281	leenajannapatel@gmail.com
Matt Simon	CPhT	NUTH	-	msimon@actx.edu
Sandra DeLaRosa	AC	advisor	351-5458	Smidelarosa@actx.edu
Robert Medina	Assoc. Chief	VA	354-7898	robert.medinajr@va.gov
Beart Collier	Director	CVG	354-1015	Beart.Collier@NUTHS.com

Pharmacy Technology Advisory Committee Meeting

Agenda June 13, 2019

1. Welcome and Introductions – Chad Simpson
2. Approval of Minutes
3. Health Sciences Advisor-Javier Herrera
4. Student Representative – *NA*
 - a. Tutoring
 - b. Social Services
 - c. Other matters
5. Affiliation Reports *Math*
 - a. Wyatt Clinic-Brent Collier ✓
 - b. BSA-Chad Simpson ✓
 - c. Walgreens – Leena Patel ✓
 - d. Northwest Texas Health systems –Todd Walls
 - e. VA-Bob Medina ✓
6. Dean of Health Sciences-Kim Crowley
7. Director's Report
 - a. Accreditation Report
ASHP Topics
 - b. AC Strategic Plan-Pharmacy Technology Efforts
 - i. IDS
 - ii. Completion
 - iii. Degree Alignment
 - iv. Learning
 - v. Equity
 - vi. Financial
8. Other business
9. Adjourn



AMARILLO COLLEGE

PHARMACY TECHNOLOGY ADVISORY
COMMITTEE MEETING

SPRING 2019
DIRECTOR'S REPORT

ACCREDITATION

- Site visit with ASHP was April 4th
- We submitted our re-accreditation as advanced-level
- Increased the hours in the practicum and simulation

ACCREDITATION

- **Standard 8: Advisory Committee**
- **An advisory committee, comprised of a broad-based group of pharmacists, faculty, pharmacy technicians, and others as deemed appropriate, is established and meets at least twice a year.**
- **The advisory committee has specific authority for approving:**
 - 8.1 the curriculum;
 - 8.2 experiential training sites;
 - 8.3 criteria for admission and dismissal;
 - 8.4 criteria for successful completion of the program; and
 - 8.5 the training program's strategic plan

CRITERIA FOR ADMISSION AND DISMISSAL

- See handbook pg 15 for admission criteria
- See handbook pg 41 for dismissal policy

CRITERIA FOR SUCCESSFUL COMPLETION

• See pg 34 of handbook

STRATEGIC PLAN

- New strategic plan
- ASHP reviewed and made the following recommendations:
 - Expand the “who”
 - Update progress

AC STRATEGIC PLAN

- 6 areas:
- IDS Data
 - <http://iresearch.actx.edu:3838/IDS-Shiny-App/>
- Completion – 70% by 2020
- Pharmacy Technology efforts:
 - Mandatory Tutoring when GPA <75%
 - Added feedback to Law exams working on expanding
 - Added online textbook resources
 - Provide answers and work to Math problems online
- Align Degrees/certs with Labor Market
- Pharmacy Technology efforts:
 - 1 exit point (Certificate in Pharmacy Technology)
 - Involved in student recruitment opportunities to help fill the needs of area pharmacies

AC STRATEGIC PLAN

- 6 areas (con't):
 - Learning
 - Pharmacy Technology efforts:
 - High Impact Learning practice implementation by all instructors
 - Curriculum maps are under review.
 - Currently working on Simulation Certification
 - Equity
 - Pharmacy Technology efforts:
 - Connect students with the ARC
 - Financial
 - Pharmacy Technology efforts:
 - Moving to paperless
 - Instructional equipment purchases with Perkins grants or via donation from pharmacies
 - Program Budget held at minimums

AMARILLO COLLEGE ADVISORY BOARD APPROVAL OF PHARMACY TECHNOLOGY PROGRAM PLANS AND DOCUMENTS SPRING 2019

DOCUMENT	CRITERIA FOR			STRATEGIC PLAN	Signature
	ADMISSION CRITERIA	SUCCESSFUL COMPLETION			
Voted Action	Y/N	Y/N	Y/N		
Printed Name					
Robert Medina	(Y)	(Y)	(Y)		Robert Medina

Please provide any comments on voted actions:

1. Admission Criteria

Concur

2. Criteria for Successful Completion

Concur

3. Strategic Plan

Concur

AMARILLO COLLEGE ADVISORY BOARD APPROVAL OF PHARMACY TECHNOLOGY PROGRAM PLANS AND DOCUMENTS SPRING 2019

DOCUMENT	ADMISSION CRITERIA	CRITERIA FOR SUCCESSFUL COMPLETION	STRATEGIC PLAN
Voted Action	Y/N	Y/N	Y/N
Printed Name	Signature		
Baert Collier			

Please provide any comments on voted actions:

1. Admission Criteria
2. Criteria for Successful Completion
3. Strategic Plan

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DOCUMENT	ADMISSION CRITERIA	CRITERIA FOR SUCCESSFUL COMPLETION	STRATEGIC PLAN	
Voted Action	Y/N	Y/N	Y/N	
Printed Name				Signature
Todd Walls	Y	Y	Y	Todd Walls

Please provide any comments on voted actions:

1. Admission Criteria

2. Criteria for Successful Completion

3. Strategic Plan

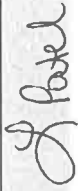
AMARILLO COLLEGE ADVISORY BOARD APPROVAL OF PHARMACY TECHNOLOGY PROGRAM PLANS AND DOCUMENTS SPRING 2019

DOCUMENT	ADMISSION CRITERIA	CRITERIA FOR SUCCESSFUL COMPLETION	STRATEGIC PLAN	
Voted Action	Y/N	Y/N	Y/N	
Printed Name				Signature
Chad Simpson	yes	yes	yes	

Please provide any comments on voted actions:

1. Admission Criteria
2. Criteria for Successful Completion
3. Strategic Plan

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DOCUMENT	ADMISSION CRITERIA	CRITERIA FOR SUCCESSFUL COMPLETION	STRATEGIC PLAN
Voted Action	☒ Y/N	☒ Y/N	☒ Y/N
Printed Name	Lucena Patel		Signature 

Please provide any comments on voted actions:

1. Admission Criteria

2. Criteria for Successful Completion

3. Strategic Plan

**AMARILLO COLLEGE ADVISORY BOARD APPROVAL OF PHARMACY TECHNOLOGY
PROGRAM PLANS AND DOCUMENTS SPRING 2019**

DOCUMENT	CRITERIA FOR SUCCESSFUL COMPLETION			STRATEGIC PLAN	Signature
	ADMISSION CRITERIA	Y/N	Y/N		
Voted Action					
Printed Name					

Please provide any comments on voted actions:

1. Admission Criteria
2. Criteria for Successful Completion
3. Strategic Plan