Tampa General’s longitudinal 4-year internship program begins during the first year of pharmacy school and is completed upon graduation. Interns will be assigned to one of two tracks based on preference – the hospital/inpatient track or outpatient/ambulatory track. In both tracks, interns are expected to work during summer breaks and throughout the school year to help reinforce and integrate knowledge into practice.

All inpatient and outpatient interns may be trained in the **Emergency Department** (or other patient care locations) functioning as a **Pharmacy Care Transition** **Intern** and/or **Transitions of Care Intern** and/or various new roles at any point during the internship program. All learning experiences are tentative to change and is subject to restructuring to align with both the hospital and pharmacy department’s mission and goals.

**OUTPATIENT/AMBULATORY TRACK:**

All interns assigned to the community/ambulatory track will start out as **Operational Interns** and then after completion of the second year of pharmacy school will move into an **Outpatient** **Ambulatory Clinical Intern** role.

**Operational Interns** will start the first summer to gain experiences to understand the operations of the outpatient pharmacy. Interns will assist in processing, filling, and dispensing prescriptions. In addition, interns will support the role of the outpatient pharmacist with transferring prescriptions, receiving verbal prescription orders, and counseling patients receiving prescriptions. Interns will float to different positions throughout the pharmacy including data entry, filling, prescription pick-up, and outpatient transplant services. They will be further trained to work in the Meds to Beds service as well as the Specialty Outpatient Pharmacy services.

Operational Interns will progress to an **Outpatient** **Ambulatory Clinical Intern** the following summer. They will develop clinical experiences to support the Specialty Solid Organ Transplant Meds to Beds service, Hepatology clinic, and rotate through our ambulatory care clinics to develop an understanding of the transition of care from the inpatient to outpatient setting. Ambulatory care pharmacy specialists practice within a collaborative practice agreements (CPAs) with providers to provide the patient with ongoing care for chronic disease states such as Diabetes Mellitus, Hypertension, Hyperlipidemia, and Warfarin management. Ambulatory care pharmacy specialists meet with patients individually. They optimize medication regimen(s), provide patient education, and schedule follow-up appointments as needed.

**HOSPITAL/INPATIENT TRACK:**

All interns assigned to the hospital/inpatient track will start out as a **Transitions of Care/ED Medication History Intern** and then upon completion of the second year of pharmacy school will move into a **Unit-Based Intern** role.

**Transitions of Care/ED Medication History Interns** will start working in the Emergency Department and be trained on obtaining accurate medication histories from high-risk patients with intent to admit into the hospital.

Transitions of Care/ED Medication History Interns will progress to a **Unit-Based Intern** the following summer to develop clinical experience to further understand and support the role of the unit-based pharmacist as a member of the health care team. Interns will be assigned to various patient care areas and responsible for services to include, but not limited to, medication reconciliation, pharmacokinetic consults, anticoagulation monitoring, TPN initiation/continuation, and monitoring drug therapy alerts.

In addition to the day-to-day job responsibilities, interns may have opportunities to work on research and/or quality improvement projects to present to the pharmacy staff and will be provided opportunities to engage in educational programming. At the end of the longitudinal internship program, the intern will have gained invaluable experiences to better understand hospital or community pharmacy practice, both operationally and clinically.

**Internship Commitment:**Commitment to work during the following time periods:

* Summer 1 (post PY1) – fulltime
  + Inpatient and Outpatient Operational – 36 to 40 hours/week with every other weekend
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Academic PY2– 16 weekend hours per 4-week scheduling period
  + Inpatient and Outpatient Operational – weekend shifts
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Pharmacy PY2 winter break – fulltime
  + Inpatient and Ambulatory Operational – 36 to 40 hours/wk with every other weekend
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Summer 2 (post PY2) – fulltime
  + Inpatient and Ambulatory Clinical Intern – 36 to 40 hours/week with every other weekend
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Academic PY3– 16 weekend hours per 4-week scheduling period
  + Inpatient and Ambulatory Clinical Intern – weekend shifts
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Pharmacy PY3 winter break – fulltime
  + Inpatient and Ambulatory Clinical Intern – 36 to 40 hours/wk with every other weekend
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)
* Academic PY4– 16 weekend hours per 4-week scheduling period
  + Inpatient and Ambulatory Clinical Intern – weekend shifts
    - 8 hour shifts with 30 min lunch break (8.5 total hours)
    - 12 hour shifts with 30 min lunch break (12.5 total hours)

Both Inpatient and Ambulatory Operational Interns work fulltime summer breaks (PY1 and PY2). Fulltime for Inpatient AND Ambulatory Operational Intern is defined as 36 hrs per week (12 hr shifts with 30 min lunch break, totaling 12.5 hrs) OR 40 hrs per week (8 hr shifts with 30 min lunch break, totaling 8.5 hrs).

Upon advancement in the program, your duties will shift from operations to clinical services as either an Inpatient Unit-Based Intern (UBI) or Ambulatory Clinical Intern during the second summer as a PY2. As an Inpatient Unit-Based Intern (UBI) or Ambulatory Clinical Intern, you are committed to work full-time defined as 36 hrs per week (12 hr shifts with 30 min lunch break, totaling 12.5 hrs) OR 40 hrs per week (8 hr shifts with 30 min lunch break, totaling 8.5 hrs).

**To maximize the interns learning experience, no more than 5 total days off may be approved during the summer intern program.** At the end of the summer, interns must be committed to continue to work at least 16-24 weekend hours per 4-week scheduling period throughout the academic year. Interns are assigned to one weekend per 4-week pay period, and that weekend continues rolling every 4 weeks. [For example, if your weekend is Jan 2-3, count 4 weeks and the next scheduled weekend will be Jan 30-31]. Keep in mind it will not always fall on the same weekend because it’s a rolling every 4 weeks and not monthly (i.e. won't always be the first weekend of the month, etc.).

**Pharmacy Scheduling System:**Inpatient Interns and TOC/MH Interns: Lindsay Patel manages the schedule which will be sent out via email prior to the scheduled weekend. For scheduling changes, we encourage you to work amongst yourselves to manage conflicts and scheduling changes. While it is appropriate to make switches, you are always expected to maintain the hours worked required as above. For switches, both parties involved must use the “Intern Scheduling Request Form.” Submit the completed form to Lindsay Patel (lbock@tgh.org). When picking up extra shifts, it is important to keep track of your hours.

**Interns are not approved for overtime (OT).** OT is defined as working more than 40 hours per week or 80 hours per biweekly pay period. Administration approval is required for OT.

**In the event that you have to call out for your shift due to an emergency or unforeseen event,** you must notify the Pharmacy Supervisor as soon as possible at: (813)310-0432 **followed by** an e-mail to Lindsay Patel and the Pharmacy Supervisor. While emergencies and unforeseen events occur, you are always expected to maintain the 16-24 hours per 4 weeks intern requirement. You will be required to make up the missed shift(s) within 3 weeks of the missed shift.

Interns will refer to the Student and Intern Programs Code of Conduct and Professional Responsibility for disciplinary action regarding failure to meet any of the above requirements.