

AMCP/Managed Care Pharmacy Roundtable Discussion

Touro University College of Pharmacy

Project Description & Implementation Overview

Touro University hosts a roundtable discussion featuring 7 managed care pharmacists and 4 managed care residents. The AMCP Chapter at Touro University is fairly new, and the careers available in managed care pharmacy are not well known to first and second year pharmacy students. The goal of the Roundtable Discussion was to use October, “The American Pharmacists’ Month” to inform students about the many career opportunities available in the field.

Purpose of the Project

The purpose of the roundtable discussion was:

- To enhance the student pharmacists understanding of the Academy of Managed Care Pharmacy.
- To make the student pharmacists more aware of the career opportunities available in Managed Care.

Project Budget: Expenses and Revenues

The event was sponsored by the student government on campus. A proposed budget was sent to the SGA committee for consideration. The entire budget was approved for \$1500, however only \$1352.00 was spent.

Food and Catering: \$1242.00

- Pizza
- Coffee
- Hot and cold beverages
- Salad
- Dessert

Materials for event: \$80.00

- Folders
- Pens

Signage for event: \$30.00

- Balloons
- Signs for directions

Revenues: None

Who and How Many Chapter Members are Involved?

At Touro University all student organizations are under an umbrella organization, Touro Pharmacy Alliance (TPA). The president of each respective organization serves on the the executive board committee of TPA. The president and board members of AMCP were responsible for organizing and putting on the event, however, the VP of Internal Affairs and VP of Finance of TPA played important roles. The VP of Internal affairs designed flyers, while VP of finance managed the budget for the event.

Who Should be Targeted? Audience or Involvement? How Do You Find Them? How Do You Contact Them?

The target audience was first and second year pharmacy school students, however, all pharmacy students were invited to attend. The students were contacted using multiple means of communication, including class email list serv, event flyers and class announcements. All of the students from the College of Pharmacy were sent an online registration form (developed using Google Docs) to register and select dinner preferences.

What Materials are Needed? Outside Resources, Ordering, etc?

- Large banquet hall (Touro University – Farragut Inn)
- Tables and chairs (Provided by Campus Services)
- Projection and audio system (Provided by IT services)
- Food and refreshments (Provided by Campus Food Services)
- Folders (To provide information sheets to attendees)
- Pens (To provide to the attendees to take notes)
- Name tags for presenters (Students were instructed to bring their white coat name badges)

Timeline for Implementation and Execution

- To months prior to the event, begin preparations for putting together the event two months ahead of time
- Two months prior to the event, work with the faculty and industry advisers to gather presenters. Most speakers prefer that they be contacted 1.5 to 2 months in advance due to scheduling issues.
- Once availability of the presenters is verified, reserve the room, tables and chairs, audio and video equipment, and food.

Follow-up with Faculty Members/Volunteers/Participants

Personal thank you letters were sent to all guest speakers for taking the time to come provide insight and information to the students. Similarly, all of the students and faculty involved were also sent thank you letters for their hard work and time.

Project Evaluation:

What Went Well? What Didn't? How Would You Improve for the Next Year?

The event went very well. There were over seventy student pharmacists and more than ten industry professionals. Students and presenters were provided with an event survey, which were reviewed and filed for improving next year's event.

List Each “To Do” for Project

- Meet with the Dean of Student Services to receive approval for the event
- Work with faculty and industry advisers to obtain speakers
- Develop and submit budget for funding for the event through Student Government Association (SGA)
- Advertise extensively and early to College of Pharmacy students

Project Checklist:

- Receive approval for event from Dean of Student Services
- Pick a specific date or week for the event
- Work with faculty and industry adviser to obtain speakers
- Confirm availability of speakers and finalize date
- Reserve room
- Reserve tables and chairs
- Reserve audio and video equipment
- Purchase folders and pens
- Develop and survey and handouts
- Meet with AMCP board members to finalize event details
- Contact guest speakers with event agenda

AMCP

Academy of
Managed Care
Pharmacy®



TOURO UNIVERSITY

CALIFORNIA

COLLEGE OF PHARMACY



Date: Oct 05, 2011

Time: 6:00pm - 8:00pm

Location: Farragut Inn

For More Info: Sukhpal Cheema, AMCP Chapter President, sukhpal.cheema@tu.edu
Touro University California, 1310 Johnson Lane, Vallejo, CA 94592

TOURO UNIVERSITY CALIFORNIA, 1310 JOHNSON LANE, VALLEJO, CA 94592

AMCP Roundtable Discussion



Please help us evaluate our event by completing this short questionnaire. Indicate your level of satisfaction in each category. Please answer each question honestly and to the best of your ability. We will use your feedback to determine how we can improve our future events.

	Very Satisfied	Satisfied	Neither Satisfied nor Unsatisfied	Unsatisfied	Very Unsatisfied
Overall experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organization of the event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Presenters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Materials and Handouts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facilities or Venue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What were the strengths of the event? What did you find most useful or enjoyable?

Which parts were the least useful or enjoyable?

Comments and recommendations:

How did you hear about this event?

Would you like to hear about similar events in the future? If so, please provide your email address here: _____@_____

If you have any other questions or comments please email: Sukhpal.Cheema@tu.edu