

WATERLOO | PHARMACY

University of Waterloo School of Pharmacy CORE ELMS Manual for Preceptors



Updated October 2020

Table of Contents

Section 1: Logging In — Preceptor	3
Section 2: Your Profile — Preceptor	4
Evaluations	9
Section 3: Completing Student Assessments	11
3.1 Assessments 1 & 2: Midpoint/Final — Patient Care Rotations Clinical Practice Assessment	12
3.2 Assessment 3: Community of Practice Assignment	14
3.3 Assessment 5: Interprofessional Evaluator — Interprofessional Assessment	16
3.4 Preceptor feedback: Patient Care Rotations	17

Section 1: Logging In — Preceptor

Login page: <https://www.corehighered.com/login-elms>

Use your username and password to log in to CORE ELMS from this screen. You would have received this information in an automated e-mail from CORE ELMS — University of Waterloo when your preceptor profile was created. If you do not know your username or password, click “Forgot your password?” and follow the instructions.

CORE
HIGHER EDUCATION GROUP

SOLUTIONS ▾ FOR SCHOOLS ▾ FOR BUSINESS ▾ ABOUT US ▾ SUPPORT ▾ LOGINS ▾ REQUEST DEMO & PRICING

ELMS

Username
Erikamuti

Password
.....

Sign in

[Forgot Your Password?](#)

CONTACT
CORE Higher Education Group
1300 Division Road, Suite 303
West Warwick, RI 02893
Email
Call 844-681-2673

SOLUTIONS
ELMS
READINESS
CompMS
MyCred

FOR SCHOOLS
Experiential Ed/Clinicals Mgt
Content Mgt (LMS)
Assessment & Mapping
ePortfolios

FOR BUSINESS
Content Mgt (LMS)

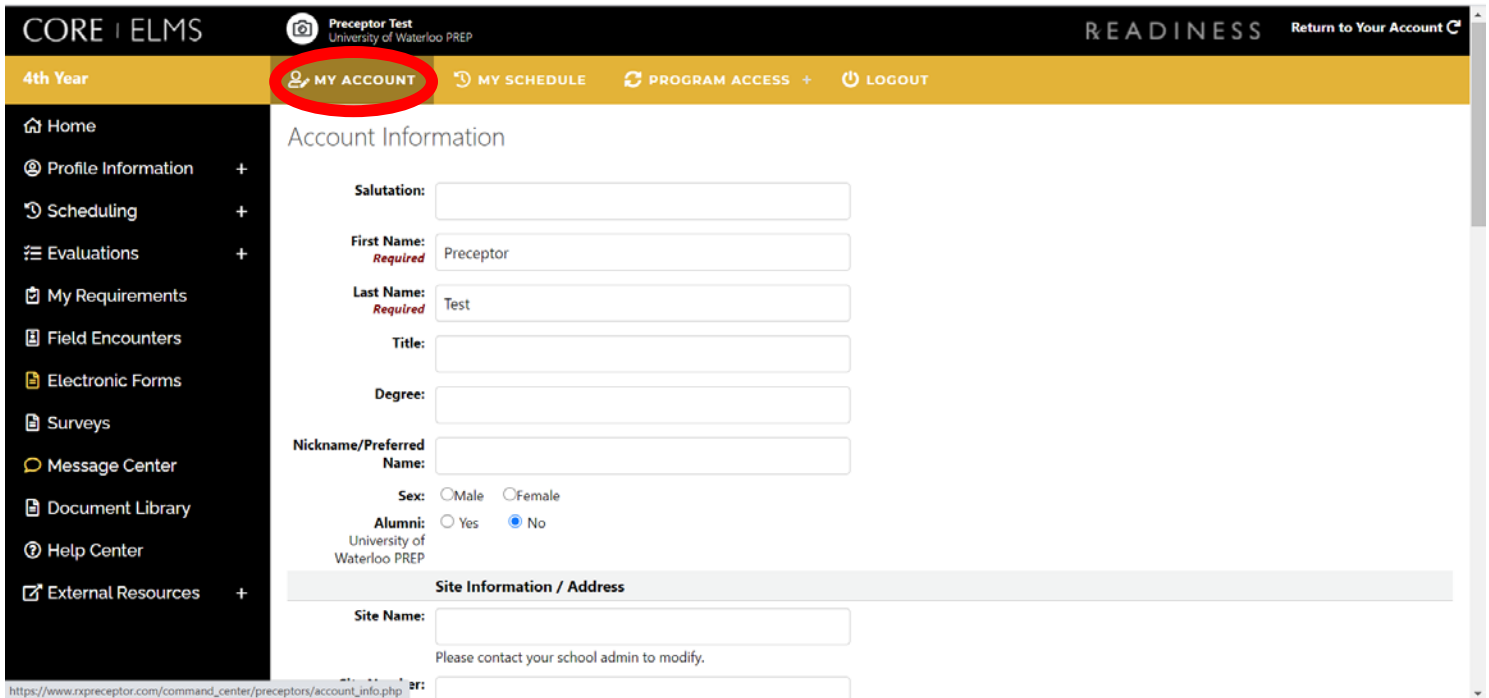
ABOUT US
About CORE
Resources
Events
Careers
Terms of Service

SUPPORT
Contact Us
CORE ACADEMY
Users Conference
Future Leaders Award
Client Referral Program

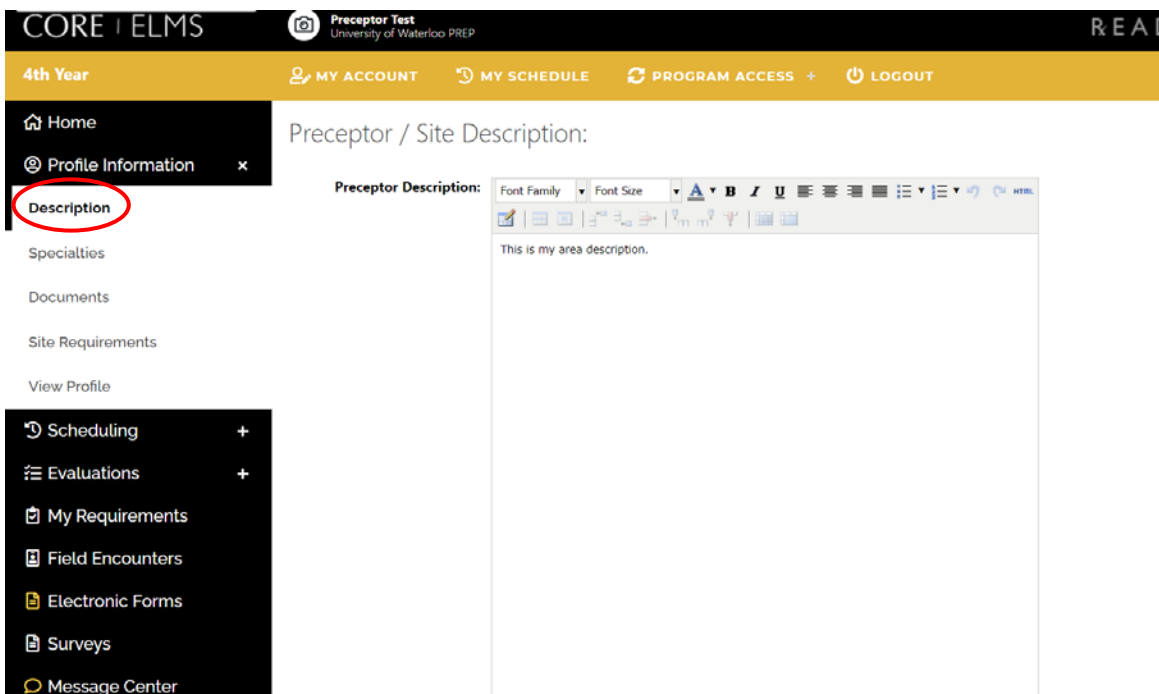
LOGIN

Section 2: Your Profile — Preceptor

When you first login, please complete your profile. Clicking “**Account Information**” will allow you to update your information. You can also change your password. When you are finished, click “**Update Information**” at the end.



Clicking “**Description**” in the Profile Information menu on the left will allow you to add a description about yourself or your site, as well as add a URL to a website and to select “Yes” or “No” to indicate if housing is available.



Click “Specialties” under Profile Information to select a specific specialty. More options can be added if needed.

If you would like to have a specialty added, please contact the School of Pharmacy at pharmacy.rotations@uwaterloo.ca

The screenshot shows the CORE | ELMS Preceptor Test interface. The user is logged in as a 4th Year student. The navigation menu on the left includes Home, Profile Information, Documents, Site Requirements, View Profile, Scheduling, and Evaluations. The 'Specialties' option under Profile Information is circled in red. The main content area is titled 'Preceptor / Site Specialties:' and contains a grid of checkboxes for various medical specialties. The checked specialties are 'Out patient pain management' and 'Surgery'. An 'Enter Specialties' button is located below the grid.

CORE | ELMS Preceptor Test University of Waterloo PREP

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information x

Description

Specialties

Documents

Site Requirements

View Profile

Scheduling +

Evaluations +

Preceptor / Site Specialties:

- Allergy
- Cardiology
- Critical Care
- Diabetes
- HIV
- Infectious Disease
- Inpatient Pain and Symptom Management
- Medicine
- Oncology
- Out patient pain management
- Rheumatology
- Surgery

Enter Specialties

In the “Documents” heading under Profile Information, you can add a document including a title, description and attachment of the document. Adding the URL of the document can also be done instead. You can give “Viewing Access” to preceptors and school admins only or to students, preceptors and school admins.

The screenshot shows the CORE | ELMS Preceptor Test interface for adding a document. The user is logged in as a 4th Year student. The navigation menu on the left includes Home, Profile Information, Documents, Site Requirements, View Profile, Scheduling, Evaluations, My Requirements, Field Encounters, Electronic Forms, Surveys, and Message Center. The 'Documents' option under Profile Information is circled in red. The main content area is titled 'Preceptor / Site Documents:' and contains a form for adding a document. The 'Viewing Access' is set to 'Preceptor / School Admins Only'. The 'Preceptor Description Doc' is set to 'No'. The 'Document Title' field is required and empty. The 'Description' field is empty. The 'File Attachment / Document URL' section has an 'Attach New File' button and a 'No file chosen' message. The 'Upload file requirements' section specifies a maximum file size of 20MB and lists allowed extensions. The 'OR Add Document URL' field is empty. An 'Upload Document' button is located at the bottom.

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information x

Description

Specialties

Documents

Site Requirements

View Profile

Scheduling +

Evaluations +

My Requirements

Field Encounters

Electronic Forms

Surveys

Message Center

Preceptor / Site Documents:

Viewing Access: Preceptor / School Admins Only Students / Preceptors / School Admins

Preceptor Description Doc: Yes No

Document Title: *Required*

Description:

File Attachment / Document URL

Attach New File: No file chosen

Upload file requirements Max File Size allowed: 20MB
Extensions allowed: doc, docx, txt, pdf, rtf, gif, jpg, jpeg, png, ppt, pptx, swf, tif, tiff, xls, xlsx, mp3, mpeg, mp4

OR Add Document URL:
(Entering a URL will override an uploaded file)

Upload Document

In the Site Requirements heading under the “Profile”, you are able to see the flagged requirements that the students will be required to have completed prior to working at your site. More information can be added or removed if needed.

The screenshot shows the CORE | ELMS Preceptor Test interface. The top navigation bar includes the logo, 'Preceptor Test University of Waterloo PREP', and 'READI'. Below this is a yellow bar with '4th Year' and navigation links for 'MY ACCOUNT', 'MY SCHEDULE', 'PROGRAM ACCESS', and 'LOGOUT'. A dark sidebar on the left contains a menu with 'Home', 'Profile Information', 'Description', 'Specialties', 'Documents', 'Site Requirements' (circled in red), 'View Profile', 'Scheduling', and 'Evaluations'. The main content area is titled 'Preceptor / Site Requirements (4th Year):' and features a warning: 'The following requirements have been flagged for your Site, please contact your school administrator if you have questions.' Below this warning is a list of 18 requirements, each with an unchecked checkbox. The requirements include: Consent to Release Health Requirements, CPR/First Aid Certificate, Immunization Form (1st year), Immunization Form (1st year) Doc 2 if needed, N95 Mask Fit Certificate, Patient Care Rotations - Immunization Form, Patient Care Rotations - Supplemental immunization document if needed, Patient Care Rotations - Supplemental immunization document if needed, Police Check (if required by site), Resume, Site specific requirement (additional document if needed), Site specific requirement (additional document if needed), Site specific requirement (additional document if needed), Site specific requirement (additional document if needed), Student Profile, WSIB Safety Orientation Checklist - Modified Dates, WSIB Safety Orientation Checklist - Rotation 1, WSIB Safety Orientation Checklist - Rotation 2, WSIB Safety Orientation Checklist - Rotation 3, and WSIB Student Declaration of Understanding.

The “View Profile” heading under Profile Information shows you how your profile appears to students.

The screenshot shows the CORE | ELMS Preceptor Test interface. The top navigation bar includes the logo, 'Preceptor Test University of Waterloo PREP', and 'REA'. Below this is a yellow bar with '4th Year' and navigation links for 'MY ACCOUNT', 'MY SCHEDULE', 'PROGRAM ACCESS', and 'LOGOUT'. A dark sidebar on the left contains a menu with 'Home', 'Profile Information', 'Description', 'Specialties', 'Documents', 'Site Requirements', and 'View Profile' (circled in red). The main content area is titled 'Preceptor Test' and features a sub-menu with 'Contact Info/Map', 'Specifics', 'Site Requirements', and 'Site Tree w/Descriptions & Docs'. Below the sub-menu is a light blue box containing the text 'Preceptor Test'.

“**Document Library**” at the bottom of the menu on the left shows various files that are a good source of reference. It includes copies of the assessment tools, forms, timelines, etc. It will be updated periodically with useful tools.

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + Evaluations + My Requirements Field Encounters Electronic Forms Surveys Message Center **Document Library** Help Center External Resources +

Document Library (4th Year)

Expand All | Collapse All

Patient Care Rotations - Forms & Instructions (3 Files)

View	Title
VIEW	Rotation Orientation Checklist
VIEW	Setting Personal Learning Objectives
VIEW	WSIB Safety Orientation Checklist

Patient Care Rotations - Assessment Tools (4 Files)

View	Title
VIEW	Glossary Patient Care Rotations Clinical Practice Assessment
VIEW	Patient Care Rotations - Clinical Practice Assessment
VIEW	Patient Care Rotations Community of Practice Assessment
VIEW	Patient Care Rotations- Interprofessional Assessment

The “**My Requirements**” heading in the menu along the left shows the document(s) that are required by the preceptor. If you have not get completed your Preceptor & Site Approval Form, click on the blue “Form” button and complete the online form. You are able to edit the form by clicking “Edit Current” if your site or information has changed. For any current preceptors, this has been completed by your Regional Clinical Coordinator (RCC)

CORE | ELMS Preceptor Test University of Waterloo PREP READINESS Return to Yo

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + Evaluations + **My Requirements** Field Encounters Electronic Forms

Requirements (4th Year)

Preceptor Requirements (Documentation to be uploaded under "Preceptor")

Requirements	File	Mandatory	Added	Completed	Expiration	Doc	View	Edit / Replace
Preceptor and Site Approval Form (Online Form) Preceptor completes form online, and RCC to review the form before confirming it in RXpreceptor.		Yes	09-04-16	Yes			FORM	View Edit Current

The “**Message Centre**” is where updates from the School of Pharmacy can be found about scheduling, assessment tools, etc. Below that is the “**Help Center**” with contact info in case you have questions for the School.

CORE | ELMS Preceptor Test University of Waterloo PREP READINESS

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + Evaluations + My Requirements Field Encounters Electronic Forms Surveys **Message Center** Document Library Help Center External Resources +

Message Center

Show 50 entries Search:

Subject	Received	Read	View
Happy Holidays from Waterloo School of Pharmacy!	12-20-19	NEW	View
Admin Password Reset	10-10-19	NEW	View
Free Public Lecture - Waterloo Pharmacy - Wed. Nov. 7, 2018 at 7PM	11-05-18	NEW	View
Join us for a Women's Health Education Event - Tues. Nov. 13, 2018 at 7:00PM	10-19-18	NEW	View

Showing 1 to 4 of 4 entries

Under “**Evaluations**” tab you can find student evaluations of preceptors once they have been finalized. A minimum of 10 evaluations must be completed before viewing access is available.

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + **Evaluations** x

Student Evaluations of Preceptor

A minimum of 10 evaluations must be completed before viewing access will be available.

Evaluation of Student

Evaluation of Preceptor/Site

Student Self Evaluations

Evaluations

“Student Self-Assessment” is found under the “Evaluations” section in the menu on the left. To view the student’s self-assessment, please click on any student’s self-assessment and then you are able to print it or view it online.

CORE | ELMS Preceptor Test University of Waterloo PREP READINESS Return to Your Account

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + Evaluations x

Evaluation of Student Evaluation of Preceptor/Site **Student Self Evaluations** My Requirements Field Encounters

Student Self Evaluations

Students	Rotation Dates	Rotation Types	Evaluations
Test Student 2020	01/01/14	Region Preference PHARM 440	
Stacey TEST 2018 2018	01/03/18 - 04/24/18	Test Evaluations	
Stacey TEST 2018 2018	03/04/19 - 04/26/19	Patient Care Rotation - Institutional	
Stacey TEST 2018 2018	03/04/19 - 04/26/19	Elective PHARM 450 (do not select)	Student Self-Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment Student Self-Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment
Test Student 2020	09/25/19 - 12/31/19	Test Evaluations	

“Evaluation of Student” lists all the assessments that have to be completed on the student over the rotation.

CORE | ELMS Preceptor Test University of Waterloo PREP READINESS Return to Your Account

4th Year MY ACCOUNT MY SCHEDULE PROGRAM ACCESS + LOGOUT

Home Profile Information + Scheduling + Evaluations x

Evaluation of Student Evaluation of Preceptor/Site Student Self Evaluations My Requirements Field Encounters

Student Evaluations - Incomplete (4th Year)

Completed Evaluations

Search:

Students	Rotation Dates	Rotation Types	Evaluations
Stacey TEST 2018 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment
Stacey TEST 2018 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment
Stacey TEST 2018 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 3: Community of Practice (CoP) Assignment Assessment

You can also search for a specific student (e.g., Stacey Test 2018), by clicking “Home” in the top left corner, then using the drop-down menu to find the student you are looking for.

The screenshot shows the CORE | ELMS Preceptor Test interface for a University of Waterloo PREP student. The top navigation bar includes "4th Year", "MY ACCOUNT", "MY SCHEDULE", "PROGRAM ACCESS +", and "LOGOUT". A left-hand menu is visible with "Home" highlighted by a red arrow. A dropdown menu is open, showing a list of students with their names and dates. "Stacey TEST 2018" is circled in red. Below the dropdown, there is a message: "Thank you for being a patient care rotations preceptor! Check out the left-hand menu **External Resources** section for important links including the CORE ELMS manual with videos. For new users, please complete the following two areas: 1. Ensure your account information is up-to-date by clicking on the text **Account Information** (located under your name on the left-hand side of the..."

To view a “snapshot” of a particular student, return to the “Home” page and use the drop-down menu to select a student. The “snapshot” will provide the student’s contact information and a list of five assessment tools that are to be completed throughout their rotation. Instructions on how to complete each assessment tool are provided below.

The screenshot shows the CORE | ELMS Preceptor Test interface for a University of Waterloo PREP student. The top navigation bar includes "4th Year", "MY ACCOUNT", "MY SCHEDULE", "PROGRAM ACCESS +", and "LOGOUT". A left-hand menu is visible with "Home" highlighted by a red arrow. A dropdown menu is open, showing a list of students with their names and dates. "Stacey TEST 2018" is circled in red. Below the dropdown, the "Student Information" page is displayed, showing the following details:

Student Name:	Stacey TEST 2018
Grad Year:	2018
Email:	stacey.verhaeghe@uwaterloo.ca
Region:	Windsor
Schedule:	Test Evaluations Winter 2018 01-03-18 - 04-24-18 Patient Care Rotation - Institutional 8 Week Patient Care Rotation (Mar 5 - Apr 27, 2018) 03-05-18 - 04-27-18 Patient Care Rotation - Institutional 8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19 <i>Elective</i> PHARM 450 (do not select) 8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19

Section 3: Completing Student Assessments

This includes the following assessments: the **Midpoint Patient Care Rotations — Clinical Practice Assessment** and the **Final Patient Care Rotations — Clinical Practice Assessment**, the **Community of Practice Assignment Assessment**, the **Preceptor — Interprofessional Assessment** and the **Interprofessional Evaluator — Interprofessional Assessment**.

Preceptors are required to review the **Midpoint — Patient Care Rotations Clinical Practice Assessment** with the student **two weeks** into the rotation to provide them an idea of expectations and goals for their rotation.

Notes about the midpoint and final clinical practice assessment tools.

- The midpoint and final assessment tools consist of the same competencies.
- Comments in each section are mandatory for completion.
- Both include a professionalism section at the end that simply asks you check whether the student “meets expectations” or “does not meet expectations.”

The **Preceptor — Interprofessional Assessment** is a tool used by the *preceptor* to assess a student’s performance regarding the interaction with other healthcare professionals and patients and their families. The **Interprofessional Evaluator — Interprofessional Assessment** is an evaluation completed by another *healthcare professional* and given back to the preceptor to enter the information into CORE ELMS.

Example Student: Assessments

2018	03-05-18 - 04-27-18		
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019)	Patient Care Rotation - Institutional	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment
2018	03-04-19 - 04-26-19		
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019)	Patient Care Rotation - Institutional	Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment
2018	03-04-19 - 04-26-19		
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019)	Patient Care Rotation - Institutional	Assessment 3: Community of Practice (CoP) Assignment Assessment
2018	03-04-19 - 04-26-19		
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019)	Patient Care Rotation - Institutional	Preceptor feedback: Patient Care Rotations
2018	03-04-19 - 04-26-19		

3.1 Assessments 1 & 2: Midpoint/Final — Patient Care Rotations Clinical Practice Assessment

Opening “Assessment 1: Midpoint — Patient Care Rotations Clinical Practice Assessment” and “Assessment 2: Final — Patient Care Rotations Clinical Practice Assessment”

In the **Assessment 1: Midpoint — Patient Care Rotations Clinical Practice Assessment** and the **“Assessment 2: Final — Patient Care Rotations Care Provider Assessment,”** many skills/tasks are evaluated and therefore having the glossary on hand while completing the assessment is helpful. The letters on the left-hand side are described in the chart beside for easier access. Note that the evaluated section title is above each chart. In the example below the preceptor is grading “1.1 Develops Patient Relationships”. After each section, comments are mandatory with further information. If students are having a challenge with a specific skill, it is advised that the preceptor attempt to find an opportunity for the student to gain experience in that at the midpoint.

How to apply scoring
For each element please select the rating that best reflects your observations. **Comments are required for each section.**

Section W

Patient Care [30%]

1.1 Develops Patient Relationships **Required**

A
 B
 C
 D
 E

A	B	C	D	E
Unable to form a professional relationship with patients; OR Adopts paternalistic or uncaring roles with patients; OR Places personal values over patient’s values.	With significant guidance, able to develop superficial professional, patient-centred relationships with patients.	With some guidance, effectively develops and maintains professional, patient-centred relationships with patients.	With minimal guidance, consistently and effectively develops and maintains professional, patient-centred relationships with patients.	Independently determines and develops the professional relationship appropriate for patients.

Midpoint Assessment

When you have completed the assessment, at the bottom of the page there is a “**Save Changes**” button and a “**Submit**” button. If you are not ready to submit yet and would like to return to it later, clicking “**Save Changes**” will save your progress. (If you do not click Save Changes you may have to start again.)

“**Submit**,” however, is a final version of the assessment and will calculate a final score at the bottom of the page. If not all questions have been answered and you click “Submit Final Score,” it will alert you to which questions need to be answered. When you are completely finished and have submitted, a message saying “The current evaluation grade has been calculated below” will appear.

Declaration

I declare that this clinical practice assessment, and the corresponding student self-assessment, has/will be discussed with the student prior to completion of the patient care rotation. **Required**
 Yes

Evaluation Score Summary

Title	Score	Weight	Adj. Score

↓
↓

Save Changes
Submit

Before completing the midterm assessment, please review the student's **self-assessment**. This can be done by clicking "Student Self Evaluations" under "Evaluations" in the menu on the left. From there, you are able to select any student and view their self-assessment.

CORE | ELMS
READINESS
Return to Your Account

4th Year
MY ACCOUNT
MY SCHEDULE
PROGRAM ACCESS
LOGOUT

- Home
- Profile Information +
- Scheduling +
- Evaluations x

Student Self Evaluations

Students	Rotation Dates	Rotation Types	Evaluations
Test Student 2020	01/01/14	Region Preference PHARM 440	
Stacey TEST 2018	01/03/18 - 04/24/18	Test Evaluations	
Stacey TEST 2018	03/04/19 - 04/26/19	Patient Care Rotation - Institutional	
Stacey TEST 2018	03/04/19 - 04/26/19	Elective PHARM 450 (do not see)	Student Self-Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment F
			Student Self-Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment F

Clicking on a student's midpoint evaluation will show how they ranked themselves on the same assessment rubric.

Patient Care

1.1 Develops Patient Relationships D

A	B	C	D	E
Unable to form a professional relationship with patients; OR Adopts paternalistic or uncaring roles with patients; OR Places personal values over patient's values.	With significant guidance, able to develop superficial professional, patient-centred relationships with patients.	With some guidance, effectively develops and maintains professional, patient-centred relationships with patients.	With minimal guidance, consistently and effectively develops and maintains professional, patient-centred relationships with patients.	Independently determines and develops the professional relationship appropriate for patients.

1.2 Conducts Patient Assessments D

A	B	C	D	E
Conducts patient assessments in a minimally flexible or unstructured manner resulting in ineffective or incomplete assessments.	With significant guidance, conducts patient assessments effectively and in a thorough manner.	With some guidance, conducts patient assessments effectively and in a thorough manner.	With minimal guidance, consistently conducts patient assessments effectively in a thorough and concise manner.	Independently adapts patient assessment approaches according to patient needs.

The “M” (Midpoint Complete) and “F” (Final Complete) symbols with the square around them refer to the stage (middle or end of the assessment, not necessarily the rotation) at which the assessment has been completed. The “Preceptor — Interprofessional Assessment” is the only assessment that will be completed midway through the assessment and at the end, hence there will be an “M” and “F” beside this tool. The rest will simply have an “F” beside them when they are complete.

PHARM 450 (do not select)
8 week Patient Care Rotation (Mar 4 - Apr 26, 2019)
03-04-19 - 04-26-19

Student Evaluations Midpoint Complete Final Complete

Student	Rotation Dates	Rotation Type	Evaluation
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Administration Rotation Evaluation Form
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Score Label Evaluation TEST
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Teaching Rotation Evaluation Form
Stacey TEST 2018	8 Week Patient Care Rotation (Mar 5 - Apr 27, 2018) 03-05-18 - 04-27-18	Patient Care Rotation - Institutional	Assessment 3: Community of Practice (CoP) Assignment Assessment F
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 3: Community of Practice (CoP) Assignment Assessment
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Preceptor feedback: Patient Care Rotations
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Elective PHARM 450 (do not select)	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment F

3.2 Assessment 3: Community of Practice Assignment

Student Evaluations Midpoint Complete Final Compl

Student	Rotation Dates	Rotation Type	Evaluation
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Administration Rotation Evaluation Form
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Score Label Evaluation TEST
Stacey TEST 2018	Winter 2018 01-03-18 - 04-24-18	Test Evaluations	Teaching Rotation Evaluation Form
Stacey TEST 2018	8 Week Patient Care Rotation (Mar 5 - Apr 27, 2018) 03-05-18 - 04-27-18	Patient Care Rotation - Institutional	Assessment 3: Community of Practice (CoP) Assignment Assessment F
Stacey TEST 2018	8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) 03-04-19 - 04-26-19	Patient Care Rotation - Institutional	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment

The **Project/Activity Description (question 1)** can be filled out by either the student or the preceptor. The **description of how this activity meets the needs of the CoP (question 2)** must be filled out by the student, either directly in the comment box or the preceptor can “cut and paste” from the student’s CoP Assignment self- assessment. The remainder of the assessment is about the content and impact of the project / activity to the CoP and / or audience using the rankings “Unsatisfactory,” “Developing,” “Good” and “Excellent.” Please note that if the audience and the CoP are the same group, the same ranking can be provided.

Opening Assessment 3 - Community of Practice Assignment Assessment

University of Waterloo PREP

Student: Stacey TEST 2018

Preceptor: Preceptor Test

Site:

Date: 8 week Patient Care Rotation (Mar 4 - Apr 26, 2019) (03/04/19 - 04/26/19)

Type: Patient Care Rotation - Institutional

Save Changes

Assessment 3: Community of Practice (CoP) Assignment Assessment

Project/Activity title (or topic)

Comments : *Comment Required

Enter comments

Briefly describe how this activity meets the needs of your CoP - i.e., how did the student's activity fill a gap in knowledge or practice within your CoP?

Comments : *Comment Required

Enter comments

Audience

Accuracy of content

Unsatisfactory	Developing	Good	Excellent
Content is inaccurate, inappropriate or not informative Significant guidance was required to complete the assignment	Some aspects of the content are inaccurate, inappropriate or not informative Significant guidance was required to complete the assignment	Content is accurate and appropriate for the intended audience Some guidance was required to complete the assignment	Content is accurate, appropriate and informative Minimal guidance was needed

Required

- Excellent
- Good
- Developing
- Unsatisfactory

Comment Required if a rating of "Unsatisfactory" or "Developing" given.

Question Comments :

Enter comments

3.3 Assessment 5: Interprofessional Evaluator — Interprofessional Assessment

Student Evaluations

Midpoint Complete Final Complete

Student	Rotation Dates	Rotation Type	Evaluation
	8 week Patient Care Rotation (Apr 27 - June 19, 2020) 04-27-20 - 06-19-20	Patient Care Rotation - Primary Care PHARM 430	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment <input type="checkbox"/>
	8 week Patient Care Rotation (Apr 27 - June 19, 2020) 04-27-20 - 06-19-20	Patient Care Rotation - Primary Care PHARM 430	Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment <input type="checkbox"/>
	8 week Patient Care Rotation (Apr 27 - June 19, 2020) 04-27-20 - 06-19-20	Patient Care Rotation - Primary Care PHARM 430	Assessment 3: Community of Practice (CoP) Assignment Assessment <input type="checkbox"/>
	8 week Patient Care Rotation (Apr 27 - June 19, 2020) 04-27-20 - 06-19-20	Patient Care Rotation - Primary Care PHARM 430	Assessment 4: Interprofessional Evaluator - Interprofessional Assessment <input type="checkbox"/>
	8 week Patient Care Rotation (Apr 27 - June 19, 2020) 04-27-20 - 06-19-20	Patient Care Rotation - Primary Care PHARM 430	Preceptor feedback: Patient Care Rotations <input type="checkbox"/>

This assessment is to be completed by week 8 of the rotation by another healthcare professional that interacts (in-person, by phone, or electronically) with the student in the provision of care. It is also to assess the student on his or her interaction with other healthcare professionals. It is advised that the preceptor print a copy for the interprofessional evaluator to complete manually. After completion, the preceptor can then enter it into CORE ELMS on behalf of the interprofessional evaluator.

Opening Assessment 5 — Interprofessional Assessment:

Assessment 4: Interprofessional Evaluator - Interprofessional Assessment

How to apply scoring

Instructions for completing this assessment:

- The preceptor should print/e-mail a copy of the assessment and have it completed by a member of another profession (e.g., physician, nurse, dietician, PT/OT, etc.) who has had an opportunity to collaborate (in-person, by phone, or electronically) with the student in the provision of care.
- The assessor will rate the student based on his or her observations of student performance based on the Canadian Interprofessional Health Collaborative (CIHC) competency framework.
- The assessor should refer to the [IPE Snapshot \(page 3\)](#) (link will open in the same tab) for guidance with respect to the student's experience and program expectations regarding Interprofessional Education.
- Once complete, this assessment should be discussed with the student and returned to the student's preceptor for input into RXpreceptor (CORE ELMS). **Preceptor - please input the interprofessional assessor's selections and comments below.**

The assessor is to assign a rating for each competency. If a rating of "does not meet expectations" or "exceeds expectations" is given for any competency, a comment is required.

Competency

Interprofessional Communication *Required*

Pharmacy student is able to communicate with practitioners from a different profession in a collaborative, responsive, and responsible manner. Exceeds Expectations

Comment Required if a rating of "does not meet expectations" or "exceeds expectations" is given Meets Expectations

Does Not Meet Expectations

Question Comments :

Enter comments

Collaborative Leadership *Required*

Pharmacy student is able to understand and apply leadership principles that support a collaborative practice model. Exceeds Expectations

Comment Required if a rating of "does not meet expectations" or "exceeds expectations" is given Meets Expectations

Does Not Meet Expectations

3.4 Preceptor feedback: Patient Care Rotations

This survey is to be completed at the end of each rotation and is used to provide feedback for assurance purposes.

Student Evaluations

Midpoint Complete Final

Student	Rotation Dates	Rotation Type	Evaluation
	8 week Patient Care Rotation (June 21- Aug 16, 2021) 06-21-21 - 08-16-21	Patient Care Rotation - Institutional PHARM 440	Assessment 1: Midpoint - Patient Care Rotations Clinical Practice Assessment
	8 week Patient Care Rotation (June 21- Aug 16, 2021) 06-21-21 - 08-16-21	Patient Care Rotation - Institutional PHARM 440	Assessment 2: Final - Patient Care Rotations Clinical Practice Assessment
	8 week Patient Care Rotation (June 21- Aug 16, 2021) 06-21-21 - 08-16-21	Patient Care Rotation - Institutional PHARM 440	Assessment 3: Community of Practice (CoP) Assignment Assessment
	8 week Patient Care Rotation (June 21- Aug 16, 2021) 06-21-21 - 08-16-21	Patient Care Rotation - Institutional PHARM 440	Assessment 4: Interprofessional Evaluator - Interprofessional Assessment
	8 week Patient Care Rotation (June 21- Aug 16, 2021) 06-21-21 - 08-16-21	Patient Care Rotation - Institutional PHARM 440	Preceptor feedback: Patient Care Rotations

Opening Preceptor feedback: Patient Care Rotations:

Preceptor feedback: Patient Care Rotations

Preceptor Feedback

The preceptor orientation workshop delivered by my Regional Clinical Coordinator (RCC) helped me gain a greater understanding of the assessment tools and student scope of practice.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The format of the Regional Clinical Coordinator lead / hosted preceptor orientation workshop was appropriate.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The online pre-workshop modules were helpful in preparation for the live preceptor orientation workshop.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree
The Preceptor Resources website was easy to follow.	<input type="radio"/> Strongly Agree <input type="radio"/> Agree <input type="radio"/> Neutral <input type="radio"/> Disagree <input type="radio"/> Strongly Disagree

