

## PGY1 RESIDENCY: CERTIFICATE ACHIEVEMENT

Date Effective: July 1, 2015

Date Revised: December 16, 2025

Revisions effective: July 1, 2026

### PURPOSE:

To outline the requirements needed to obtain a certificate of residency completion.

### POLICY:

Resident progress towards residency program certificate requirements will be tracked quarterly as part of the resident development plan process. The Residency Advisory Committee (RAC) will meet each year to review candidate progress and completion of program requirements and vote on the successful completion of the PGY1 Residency. Upon RAC approval of the successful completion of residency requirements, a certificate of completion will be issued to the resident.

Residents must meet the following requirements to receive a residency certificate:

- Complete a minimum of 52 weeks of full-time training
- Complete a minimum of two-thirds of the residency as a licensed pharmacist
- Comply with all institutional, departmental, and residency policies and be an employee in good standing at Aultman at the time of residency completion
- Achieve for Residency (ACHR) at least 80% of residency program learning objectives and obtain satisfactory progress on any remaining objectives as documented on learning experience evaluations
- Complete all assigned learning experiences (monthly and longitudinal) and all required residency activities. Remedial work equal in time and competency as part of a Performance Improvement Plan may be substituted as determined by the preceptors, program director, and Residency Advisory Committee.
- Complete a minimum of 26 licensed inpatient staffing shifts and a minimum of 8 decentralized staffing shifts for a total minimum of 272 licensed staffing hours as assigned through the Staffing Learning Experience
- Complete all assignments and projects assigned by the preceptors within monthly and longitudinal learning experiences as assessed by preceptor evaluations
- Complete all requirements of the residency project including presentation and manuscript
- Complete all assigned evaluations and surveys within PharmAcademic™

- Attend at least one professional state or regional meeting and a national pharmacy meeting. If the residency preferred meeting is not attended, it is the resident's responsibility to seek out, gain RAC and Residency Program Director approval of, and fund an alternate meeting.
- Participate in recruiting activities for the residency
- Complete all teaching certificate program requirements
- Complete a residency portfolio that includes the teaching certificate and all projects, evaluations, and research documents and submit to the Residency Program Director for RAC approval during the last month of the residency. At minimum the portfolio must include the teaching certificate and the following program Deliverables:
  - Formulary Drug Class Review
  - Either a Drug Monograph or a Powerplan (orderset)
  - 2 Formal Project Proposals
  - 2 Project Posters
  - 1 Project Platform Presentation Slides
  - 2 Formal Project Reports
  - 1 Formal Written Education
  - 3 Formal Teaching Presentation Slides
- Complete an exit interview