



National Day of Service – Guidelines

November 1-16, 2019

Purpose:

- Increase patient/community engagement at CPESN pharmacies nationwide
- Expose student pharmacists to advanced pharmacist/pharmacy care services at CPESN pharmacies
- Foster partnerships between CPESN pharmacies and schools/colleges of pharmacy

What is it?

- A single day or multiple days during **November (1st through 16th) 2019** when students from the school/college of pharmacy visit participating CPESN pharmacy location(s) to support advanced pharmacist/pharmacy care services
- *Example:* First Saturday in November, college of pharmacy partners with 5 CPESN pharmacies, and sends 2-3 students to each pharmacy to provide blood pressure screenings for the day.

How does it work? (TIMELINE)

September, 2019:

The ACT Champion:

1. Works with students (likely a student organization) to identify a date(s) in November for their “Day of Service” (defined as 4-8 hours on site)
2. Connects with Experiential Learning Department and local CPESN leadership to identify local CPESN pharmacies (www.cpesn.com) willing to welcome students for the date selected.
 - Pharmacies fill out intake form (available at www.actforpharmacy.com) to describe the needs of their site (i.e. what the site would like students to participate in/accomplish while on site)
3. Collaborates with ACT team members and works with students to gather materials and coordinate logistics for the day.
 - Create a marketing plan for students and for the CPESN sites (see suggestions for marketing below)
4. Invites ACT team members and student leaders to join ACT Pharmacy Collaborative Webinar on **September 25th and 26th** to learn about the national initiative.

October, 2019

5. ACT Champion/ACT team members/Experiential Learning Department confirm student attendance with CPESN site(s).

November, 2019

6. Student leaders contact CPESN site 2 days in advance of event to confirm time and other logistics (parking, table, etc.)
7. After each Day of Service event for each CPESN site involved, a student leader should be prepared to document the data points gathered via online survey available at www.actforpharmacy.com.

Data to be collected:

- The date of the event
 - The location of the event (city and state)
 - The CPESN pharmacy name
 - The school/college of pharmacy name
 - The school/college of pharmacy faculty contact
 - The CPESN pharmacy contact
 - The primary student contact
 - # of students involved at the event
 - # of patients who participated in Day of Service Activities
 - # of eCare plans documented
 - # of blood pressure screenings performed
 - # of immunizations administered
 - # of medication adherence interventions provided
 - # of patients educated by students
 - # of patients who enrolled in a service offered by the pharmacy as a result of the Day of Service activities
 - Example: enrolled in medication synchronization
 - # of patient care activities completed other than those listed above
 - Describe your best patient encounter from the Day of Service
 - Describe the most impactful experience from the Day of Service
 - Describe the most significant learning point from working with a CPESN pharmacy
8. After the Day of Service, ACT Champion/ACT team members may want to consider following up with the CPESN site(s) regarding next steps of working together. Consider the following options: IPPE, APPE, QI project, research project, other project that was identified as a result of the Day of Service activities

Marketing Materials to be Available:

- Flyers advertising the Day of Service activities (blood pressure screenings, CMRs, etc.)
- Bag Stuffer advertising the Day of Service activities that can be utilized by pharmacy staff.
- Press Release for local news outlets to let community members know about the Day of Service activities (can double as advertisement for the pharmacy)
- Utilize students to draft Day of Service social media posts using #ACTforPharmacy for the pharmacy and school/college of pharmacy to use leading up to, during, and after the event.
 - Be sure to post on school/college of pharmacy or other relevant social media accounts regarding the Day of Service
 - Before the Event: Aim to post 1-3 times during the two weeks leading up to the Day of Service
 - The Day of the Event: Aim to post 1-3 times on the Day of Service
 - After the Event: Share your impact from the event. You can include photos from the event (photo release form suggested) and/or results of student impact from the event
 - Consult the ACT Pharmacy Collaborative Social Media Tool Kit for more information

National Day of Service FAQs

1. Is the ACT Pharmacy Collaborative leadership contacting CPESN partners about this day and providing school/college ACT Champion contact information?

CPESN USA will be sharing this opportunity through their network of over 2,000 pharmacy locations nationwide. In addition, school/college ACT Champions should reach out to the CPESN leaders and sites directly to start the conversation about the Day of Service. A full list of CPESN pharmacies is located at: www.cpesn.com. If you need further help getting in touch with CPESN pharmacies in your area, please email us at actforpharmacy@pitt.edu.

2. Does the pharmacy need to be part of CPESN already?

Starting with CPESN pharmacies is ideal knowing they have already committed themselves to practice transformation. You are welcome to include any community pharmacy site. We encourage you to use this opportunity to discuss CPESN membership with the pharmacy where appropriate.

3. Would faculty need to go with students to the CPESN pharmacies?

Faculty are always welcome. Each school/college of pharmacy will need to determine if faculty are needed depending on the activities the students are doing while at the pharmacy site and the requests of the pharmacist preceptors on site.

4. How many students at a time are recommended to attend a pharmacy site?

This will need to be collaboratively determined by the school/college and pharmacy site. For most pharmacies, sending 2-3 students at a time will be appropriate. The pharmacy intake form will help you determine what number is best for a specific site.

5. What types of service are eligible? Is the service emphasis on health screenings (i.e. checking blood pressure)?

Day of Service activities need to be collaboratively decided upon between the site and the school/college. That said, we will be collecting data points listed on page 2, which do include some health screening activities. The goal is to expose students to pharmacy sites transforming their practices, and to encourage and educate on services available at the pharmacy to the public.

6. If you partner with multiple pharmacies, can you tailor the activities students perform to be unique to each site?

Absolutely! The needs of each pharmacy are likely to vary. The intake form to be completed by the pharmacy sites should help you determine which student activities are most appropriate for that site.

7. How is the Day of Service promoted?

The Day of Service will be promoted nationwide through social media including CPESN USA, Community Pharmacy Foundation, AACP, and ACTforPharmacy. Importantly, we are asking all participating schools, faculty and students to share on their social media sites utilizing the suggested templates that will be available at: www.actforpharmacy.com. We will also post marketing materials you can download, print and provide to the pharmacy site(s) leading up to the Day of Service event(s).

8. How will the data points to be collected be available to the schools/colleges?

All data will be collected through a Qualtrics form that will be available at www.actforpharmacy.com. Please submit the data collected from your school/college's Day of Service events (submit one form per pharmacy site). Additionally, a PDF form of the survey will be distributed so students can better keep track of the data they should be collecting while they are at the pharmacy.