Work Hours
Actual hours may vary depending on rotational experience and commitments frequently require that additional time be spent at the hospital. Duty hours must be limited to 80 hours per week, averaged over a four-week period, inclusive of call and moonlighting. In addition, residents will have a minimum of one in seven days free of duty when averaged over a 4-week period. There will be a 10-hour time period provided between all daily duty periods.

Continuing Education Series
All residents will complete an ACPE-accredited continuing education (CE) program consisting of one (1) contact hour. The intent of the program is to use primary literature to provide a thorough review of a therapeutic subject or controversy. Programs should be at least 45-50 minutes in length, with 10 minutes of follow-up questions from the audience.

Pharmacy Residency Conference
All residents participate in the weekly pharmacy residency conference. The purpose of the conference is to supplement the practical and clinical education that pharmacy residents receive during their rotations. It also serves as a venue to ensure that residents receive education and training on topics that are commonly encountered during routine practice. Conference topics will rotate between journal clubs, disease state presentations, and case-based discussions with preceptors. Each month, all assigned experiences will be within a specific topic area (ie cardiology, infectious disease). Each resident within the program will complete one required residency conference presentation, with the length varying from 30 minutes to 1 hour based upon residency program.

Service Requirements
During the service component, residents gain experience functioning as an integrated clinical pharmacist, participating in both clinical and distributive duties. PGY1 and Health-System Pharmacy Administration residents provide service coverage every third weekend and two evenings per 4 week scheduling period throughout the residency year. All other PGY2 residents provide coverage every fourth weekend and one evening per 4-week scheduling period. The weekend practice experience will include providing both clinical and distributive coverage for one of the following pharmacy areas: critical care, operations, and internal medicine.

All residents are assigned to practice as a pharmacist in designated areas for one major holiday (Thanksgiving, Christmas, and New Year’s). A major holiday will consist of two shifts (ie Christmas Eve and Christmas Day). Minor holiday (Labor Day, Martin Luther King, Jr Day, Good Friday, and Memorial Day) assignments vary by resident and are based upon the weekend service schedule.
Service Requirements (cont’d)
Residents may choose to cover additional pharmacist shifts throughout the year and will be compensated at the standard pharmacist rate including differential. A resident is allowed 2 extra shifts per 4 week scheduling period as long as 80 duty hours per week (averaged over a 4-week period) are not exceeded and they have received approval from their program director. Residents must disclose to the program director if they work as a pharmacist outside of MUH, and the time commitment for this position.

On-Call Program
Based upon the program, all residents are required to participate in one of the department’s on-call programs on a rotating basis throughout the year. Primarily, the resident will serve to answer any questions that arise after hours. Each resident will provide on-call services 24 hours a day for a 7 day period. While residents are not required to remain in-house during the on-call experience, they are expected to come to the hospital to handle certain clinical tasks, which includes weekends. Residents should remain in the greater Memphis area during the on-call experience in order to ensure they are available for pages as needed. Residents will be assigned a preceptor for each on-call experience and will be evaluated based upon their performance.

Residency Research Project
Each resident will select and complete a major research project relating to a specific aspect of pharmacy practice. Residents will develop a broad range of skills related to research methodology by working with their assigned research committee and participating in the Research Development Series. Results will be presented orally at the Mid-South Regional Pharmacy Residents Conference. The resident will work with a Primary Project Advisor, which is usually the preceptor who suggested the research idea, and a Personal Project Committee. The Personal Project Committee is typically composed of the primary project advisor and 1-2 additional preceptors.

Research Development Series
The purpose of the research development series is to provide a sequential learning experience for pharmacy residents and to complement the resident’s residency project. Overall, the course is designed to educate residents on research methodology topics commonly found on the Board of Pharmacy Specialties (BPS) certification exams.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Purpose</th>
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<tbody>
<tr>
<td>Overview of MUH Research Process</td>
<td>Provide information regarding research project selection, committee structure, deadlines, and expectations</td>
</tr>
<tr>
<td>Developing and Managing a Research Project</td>
<td>Discuss helpful tips on designing research projects, managing time, setting appropriate deadlines, and personal do’s and don’ts</td>
</tr>
<tr>
<td>Statistics Review</td>
<td>Review concepts of research methodology and statistical analysis</td>
</tr>
<tr>
<td>IRB Process Overview</td>
<td>Discuss IRB structure, history, and process</td>
</tr>
<tr>
<td>iMEDRIS Orientation</td>
<td>Provide information on how to navigate the IRB submission system</td>
</tr>
<tr>
<td>Database Development and Introduction to Manuscript Writing</td>
<td>Discuss database design as it relates to statistical analysis in SPSS Overview concepts related to manuscript composition, formatting, and editing Orient to EndNote(R) referencing software</td>
</tr>
</tbody>
</table>
Leadership Development Series
Topics related to leadership issues are discussed weekly and are required for PGY1 residents, with certain sessions required by PGY2 programs. These meetings serve as a forum for didactic presentations of management topics and to broaden the resident’s knowledge of professional issues. The Directors of Pharmacy chair the meeting, although residents will be asked to lead selected discussions.

Benefits
**Paid Time Off (PTO):** Residents will accumulate a total of 23 days of PTO during their residency. Our PTO plan is designed to provide maximum flexibility for associates by combining time off for vacation, holidays and short term illness into one bank. PTO must be taken for all official hospital holidays unless scheduled to work or approved by the department director. Days not used will be paid in full at the end of the residency. Residents may receive additional bereavement time as needed. Residents must complete 15 contact days on each rotation experience in order for PTO to be approved.

**Business Leave:** PTO is not utilized for attendance of professional meetings or interviews; however, the resident must request leave from the program director and personally inform their preceptor for the month of their absence. Residents will be granted Business Leave to attend the ASHP Midyear Clinical Meeting and up to 5 days for attendance at interviews. Residents are typically provided a stipend for attendance at professional organization meetings.

**Short term disability:** There are short-term disability benefits for extended illness after six months of continuous service. Basic coverage is 60% of salary. If a resident has an extended illness that affects the ability of the resident to complete the program, various options will be evaluated including extension of the residency program. Each case will be considered on an individual basis in collaboration with the resident, Residency Program Director (RPD), and Director of Pharmacy.

**Insurance:** All residents will have the option to purchase group health, prescription, vision, and dental insurance at the same rate as all Methodist Healthcare associates. Retirement benefits and tuition assistance are offered, as well.

**Office Space:** Office space is provided for all residents in the pharmacy administrative area. Each resident has his/her own desk, laptop computer with desktop docking station, and access to office equipment.

**Parking:** Free parking is available to all Methodist Healthcare associates
Benefits (cont'd)

Taxes: Federal and F.I.C.A. taxes will be automatically withdrawn from paychecks. The state of Tennessee does not have a required state income tax.

Additional Reimbursement: Residents will receive $400 reimbursement for the Tennessee Professional Privilege Tax.

Poster Reimbursement: Reimbursement is provided for printing of a poster for each resident that presents at an educational or professional meeting based on reimbursement criteria.

Additional Compensation: Residents may choose to cover up to 2 additional pharmacist shifts within a 4-week period and will be compensated at the standard pharmacist rate including differential. This must be approved by the RPD.

*PGY2 Internal Medicine residents are full-time employees of the University of Tennessee Health Sciences Center and have benefits that may vary from those listed above.