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| <b>Policy Title:</b> Pharmacy Resident Requirements for Certificate | <b>Version Number:</b> 10.0                                                                                                                   |
| <b>Search Words:</b> Pharmacy, Resident, Requirements, Certificate  |                                                                                                                                               |
| <b>Approved By Signature below:</b>                                 | <b>Date:</b> July 2020, January 2021, January 2022, November 2023, April 2024, June 2024, December 2024, July 2025, September 2025, June 2026 |
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**Purpose:**

Define the guidelines for pharmacy resident certificates and expectations for completion of the program and certificate obtainment.

**Applies to:**

All pharmacy residents within the Inova Health System (IHS). This applies to both Post Graduate Year 1 and 2 (PGY1&2) residency programs.

**Definitions:**

Certificate – refers to graduation certificate for successful completion of the requirements for the program.

**Policy Description:**

Required elements for completion of the residency program and award of graduation certificate include the following:

1. The resident must complete 52 weeks of full-time (minimum 40 hours/week) work as required by ASHP standards. The program typically begins in July and is completed the following year.
2. The resident is expected to fulfill all staffing requirements (see program specific Addendum).
3. The resident must complete the required goals and objectives as defined by the residency program (see program specific Addendum)
  - a. Where mentioned “achieved for residency” is defined as:
    - i. A score of 4 or greater on  $\geq 2$  occasions for objectives evaluated  $\geq 4$  times in the residency year

- ii. A score of 3 or greater on at least 1 occasion for objectives evaluated  $\leq 3$  times in the residency year
- 4. The resident must successfully complete the core presentations and projects of the program and achieve the required evaluation standards (see program specific Addendum).
- 5. The resident must upload all final documents from core presentations and projects in PharmAcademic under the “Files” tab or appropriate alternative.
- 6. For PGY2 programs, the resident must demonstrate an understanding of all topics listed in the ASHP Required Competency Areas, Goals, and Objectives Appendix for their respective specialty via documentation of direct/indirect patient care experiences
- 7. Completion of evaluation process and all necessary forms that are required; including but not limited to, PharmAcademic evaluations and quarterly development plans.
- 8. The resident must attend the American Society of Health-System Pharmacists (ASHP) Midyear Clinical Meeting and participate in the residency showcase booth and/or Personal Placement Services (PPS) for their respective program.
- 9. The resident must participate in the recruitment and selection process for the following residency class, including, but not limited to, participation with candidate interviews and onsite visits.

All decisions regarding resident advancement through learning experiences and ultimately graduation from the program will be determined by the Residency Advisory Committee (RAC).

Requirements for successful completion of the residency program are subject to change based on accreditation requirements, departmental initiatives, and extenuating circumstances.



### **Addendum A. Inova Alexandria PGY1 Pharmacy Residency Program**

| <b>Required Element</b>              | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                                 |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                             | (2) 8-hour shifts every 2 <sup>nd</sup> or 3 <sup>rd</sup> weekend (272 hours/year)<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours)                                                                                                                                                           |
| Certifications                       | Advanced Cardiovascular Life Support                                                                                                                                                                                                                                                                                       |
| ASHP competency areas R1, R2, R3, R4 | Residents must have the following marked as achieved for residency: <ul style="list-style-type: none"><li>• 80% of objectives related to goal R1.1 and 1.2</li><li>• 100% of remaining goals/objectives</li><li>•</li></ul>                                                                                                |
| Core Presentations & Projects        | These include a journal club (1), case presentation (1), formulary monograph (1), drug class review (1), written education (1), CE presentation (1), medication use evaluation poster presentation (1), and research project platform presentation at regional/national conference and manuscript suitable for publication |
| Teaching/Precepting                  | Participate in at least 6 VCU Foundations Skills Labs<br>Co-precept at least one APPE student                                                                                                                                                                                                                              |



## **Addendum B. Inova Fairfax Medical Campus PGY1 Pharmacy Residency Program**

| <b>Required Element</b>              | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                    |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                             | (2) 8-hour shifts every 3 <sup>rd</sup> weekend (208 hours/year)<br>(1) 4-hour weekday order verification shift every 3 <sup>rd</sup> week (52 hours); AM or PM based on primary learning experience<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours)                             |
| Code Response                        | Coverage of inpatient adult codes Monday through Friday from 0800 – 1630 every 3 <sup>rd</sup> week                                                                                                                                                                                                           |
| Certifications                       | Advanced Cardiovascular Life Support                                                                                                                                                                                                                                                                          |
| ASHP competency areas R1, R2, R3, R4 | Residents must have the following marked as achieved for residency: <ul style="list-style-type: none"><li>• 80% of objectives related to goal R1.1 and 1.2</li><li>• 100% of remaining goals/objectives</li></ul>                                                                                             |
| Core Presentations & Projects        | These include a journal club (1), case presentation (1), formulary monograph (1), drug class review (1), CE presentation (1), medication use evaluation (1), research project poster presented at ASHP Midyear, research project presentation at regional conference, and manuscript suitable for publication |
| Teaching/Precepting                  | Participate in at least 6 VCU Foundations Skills Labs<br>Co-precept at least one APPE student                                                                                                                                                                                                                 |



**Addendum C. Inova Fairfax Medical Campus PGY2 Critical Care Pharmacy Residency Program**

| <b>Required Element</b>              | <b>Completion Standard</b>                                                                                                                                                                                                                                                        |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                             | (2) 8-hour shifts every 3 <sup>rd</sup> weekend (208 hours/year)<br>(1) 4-hour weekday order verification shift every 3 <sup>rd</sup> week (52 hours); AM or PM based on primary learning experience<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours) |
| Certifications                       | Advanced Cardiovascular Life Support, Pediatric Advanced Life Support,                                                                                                                                                                                                            |
| ASHP competency areas R1, R2, R3, R4 | Residents must have the following marked as achieved for residency:<br>All evaluated objectives                                                                                                                                                                                   |
| Core Presentations & Projects        | These include a journal club (1), case presentation (1), formulary monograph or drug class review (1), CE presentation (1), didactic lecture (1), medication use evaluation (1), and research project at regional/national conference and manuscript suitable for publication     |



**Addendum D. Inova Fairfax Medical Campus PGY2 Emergency Medicine Pharmacy  
Residency Program**

| <b>Required Element</b>                      | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                                     | (2) 8-hour shifts every 3 <sup>rd</sup> weekend (208 hours/year)<br>(1) 4-hour weekday order verification shift every 3 <sup>rd</sup> week (52 hours); AM or PM based on primary learning experience<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours)                                                                                                                           |
| Certifications                               | Advanced Cardiovascular Life Support, Pediatric Advanced Life Support,                                                                                                                                                                                                                                                                                                                                      |
| ASHP competency areas R1, R2, R3, R4, R5, R6 | Residents must have the following marked as achieved for residency:<br>All evaluated objectives                                                                                                                                                                                                                                                                                                             |
| Core Presentations & Projects                | These include a case-based presentation (1), topic-based presentation (1), 1-hour pharmacist CE presentation (1), medication use evaluation (1), guideline, protocol or pathway (1), written education (6), and research project to include development of IRB protocol, project timeline, presentation of results at regional/national conference and completion of a manuscript suitable for publication. |



## **Addendum E. Inova Health System PGY2 Ambulatory Care Pharmacy Residency Program**

| <b>Required Element</b>       | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                      | (1) 8-hour weekday clinic shift every other week after completion of first clinical rotation (160 hours/year)<br>(1) 8-hour shift on a weekday immediately before or immediately after one major and one minor holiday (additional 16 hours/year)                                                                                                                                                                                                                                                                                                                               |
| ASHP Competency Areas         | Residents must have the following marked as achieved for residency: <ul style="list-style-type: none"><li>• 90% of goals/objectives from Competency Areas R1, R2, R3, and R4</li></ul>                                                                                                                                                                                                                                                                                                                                                                                          |
| Core Projects & Presentations | <ul style="list-style-type: none"><li>• Continuing Education (CE) Presentation (1)</li><li>• Formulary Monograph (if assigned)</li><li>• Clinical Controversy Presentation (1)</li><li>• Creation or Revision of one ambulatory policy, procedure, or protocol</li><li>• Research project:<ul style="list-style-type: none"><li>○ Medication Use Evaluation (1)</li><li>○ Quality Improvement (QI) or Exempt IRB submission and approval</li><li>○ Presentation of results at regional or national conference</li><li>○ Manuscript suitable for publication</li></ul></li></ul> |



### **Addendum F. Inova Mount Vernon PGY1 Pharmacy Residency Program**

| <b>Required Element</b>              | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                                 |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                             | (2) 8-hour shifts every 2 <sup>nd</sup> or 3 <sup>rd</sup> weekend (272 hours/year)<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours)                                                                                                                                                           |
| Certifications                       | Advanced Cardiovascular Life Support                                                                                                                                                                                                                                                                                       |
| ASHP competency areas R1, R2, R3, R4 | Residents must have the following marked as achieved for residency: <ul style="list-style-type: none"><li>• 80% of objectives related to goal R1.1 and 1.2</li><li>• 100% of remaining goals/objectives</li></ul>                                                                                                          |
| Core Presentations & Projects        | These include a journal club (1), case presentation (1), formulary monograph (1), drug class review (1), written education (1), CE presentation (1), medication use evaluation poster presentation (1), and research project platform presentation at regional/national conference and manuscript suitable for publication |
| Teaching/Precepting                  | Participate in at least 6 VCU Foundations Skills Labs <ul style="list-style-type: none"><li>• Co-precept at least one APPE student</li></ul>                                                                                                                                                                               |



**Addendum G. Inova Health System PGY2 Medication Use, Safety and Policy Pharmacy Residency Program**

| <b>Required Element</b>       | <b>Completion Standard</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                      | 240 hours/year, approximately every 3 <sup>rd</sup> weekend                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| On-call                       | Not required longitudinally                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| ASHP competency areas R1- R8  | Residents must have all objectives marked as achieved for residency                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Core Presentations & Projects | <ul style="list-style-type: none"><li>• Publishing: 2 of the following<ul style="list-style-type: none"><li>○ 1 case report submission for publication</li><li>○ 1 manuscript submitted for publication</li><li>○ 1 review article on a medication or class submitted for publication</li></ul></li><li>• Teaching<ul style="list-style-type: none"><li>○ (1) Continuing Education (CE) 1 hour lecture for nursing, physicians, or Allied Health Care</li></ul></li><li>• Medication-Use Research<ul style="list-style-type: none"><li>○ (1) Formulary class review</li><li>○ (1) Poster or presentation at ASHP Mid-year meeting</li><li>○ (1) Poster at Medication Safety National Conference or presentation at a National or State Medication Safety related conference or MSOS monthly meeting</li><li>○ (1) Research project submitted as an IRB protocol</li></ul></li></ul> |

## Addendum H. Inova Health System PGY1 Community-Based Residency Program

| Required Element                | Completion Standard                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                        | At least 275 hours (typically one day/week, one weekend/month). Staffing hours are combined Retail Meds-to-Beds and Specialty Pharmacy hours                                                                                                                                                                                                                                                                     |
| On-Call                         | On-call staffing may be required to cover hours when the specialty pharmacy is closed                                                                                                                                                                                                                                                                                                                            |
| Certifications                  | Immunization Provider                                                                                                                                                                                                                                                                                                                                                                                            |
| ASHP competency areas R1-R4     | Residents must have the following marked as achieved for residency: <ul style="list-style-type: none"> <li>• 80% of objectives related to goals R1.1 and 1.2</li> <li>• 100% of remaining goals/objectives</li> </ul>                                                                                                                                                                                            |
| Core Presentations and Projects | These include a journal club (1), case presentation (1), formulary monograph (1), drug class review (1), topic discussion (1), CE presentation (1), research project poster presentation presented at ASHP Midyear, research project presentation presented at regional pharmacy conference, manuscript suitable for publication, business plan (1), verbal (1) and written (1) education for various audiences. |
| Teaching/Precepting             | <ul style="list-style-type: none"> <li>• Participate in the VCU Foundation Skills Labs</li> <li>• Co-precept at least one APPE student</li> </ul>                                                                                                                                                                                                                                                                |



**Addendum I. Inova Fairfax Medical Campus PGY2 Infectious Diseases Pharmacy Residency Program**

| <b>Required Element</b>              | <b>Completion Standard</b>                                                                                                                                                                                                                                                        |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                             | (2) 8-hour shifts every 3 <sup>rd</sup> weekend (208 hours/year)<br>(1) 4-hour weekday order verification shift every 3 <sup>rd</sup> week (52 hours); AM or PM based on primary learning experience<br>(1) 8-hour shift on one major and one minor holiday (additional 16 hours) |
| ASHP competency areas R1, R2, R3, R4 | Residents must have the following marked as achieved for residency:<br>All evaluated objectives                                                                                                                                                                                   |
| Core Presentations & Projects        | These include a journal club (1), case presentation (1), formulary monograph or drug class review (1), CE presentation (1), didactic lecture (1), medication use evaluation (1), and research project at regional/national conference and manuscript suitable for publication     |



**Addendum J. Inova Schar Cancer Institute PGY-2 Oncology Pharmacy Residency Program**

| <b>Required Element</b>                     | <b>Completion Standard</b>                                                                                                                                                                                                                              |
|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Staffing                                    | (2) 8-hour shifts every 3 <sup>rd</sup> weekend (208 hours/year)<br>(1) 4-hour weekday order verification shift every 3 <sup>rd</sup> week (52 hours); AM or PM based on primary learning experience                                                    |
| Certifications                              | Advanced Cardiovascular Life Support,                                                                                                                                                                                                                   |
| ASHP competency areas R1, R2, R3, R4 and R5 | Residents must have the following marked as achieved for residency:<br>All evaluated objectives                                                                                                                                                         |
| Core Presentations & Projects               | These include a journal club (1), case presentation (1), formulary monograph or drug class review (1), CE presentation (1), medication use evaluation (1), and research project at regional/national conference and manuscript suitable for publication |