

EXAMPLE: COMPLETED FORM FOR ASSESSMENT OF EPA-2 COMPOUNDING - OMEPRAZOLE SUSPENSION SCENARIO

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|--------------------------------|---------------|---------------------------|--------------|
| Intern name | Intern EPA-2B | Ahpra registration | PHA000XYZ123 |
| SPO Date | DD/MM/YYYY | Date compounded | DD/MM/YYY |
| Product name or formula | Omeprazole | | |

Instructions for interns

Ask your supervisor to observe you compounding products. This is referred to as a short practice observation (SPO). SPOs should be spaced out throughout the period of supervised practice to allow for observation of improvement as you progress towards independent practice. Complete section 2 of this form after the SPO and schedule time for feedback and discussion. Use the feedback to document your development plan (Section 5) and check that your supervisor agrees with it.

Instructions for supervisors

Observe the intern compounding. This is referred to as a short practice observation (SPO). SPOs provide opportunity for formal observation of intern dispensing practice and your feedback helps their development towards independent practice. SPOs should be spaced throughout the period of supervised practice to allow for observation of improvements in performance. Ask the intern to complete Section 2 after the SPO and schedule time for discussion and feedback. The discussion does not have to occur immediately after the SPO but should be scheduled within a reasonable time period to maximise opportunity for learning and development. Document your feedback (Section 3). Record your entrustment decision (Section 4) and ensure intern understands what this means. Provide guidance on what their development plan should look like and ask the intern to create a development plan (Section 5). It is useful to have a quick check in with your intern on the development plan they have created.

Section 1: Expected outcome

Compounded pharmaceutical products are appropriately, safely, and accurately prepared and supplied to the correct patient, using an appropriate container and with accurate and comprehensive labelling; supply reflects the intentions of the prescriber and is consistent with Pharmacy board of Australia, Australian Pharmaceutical Formulary Handbook (APF) and Therapeutic Goods Administration (TGA) guidelines. Prior to commencement of compounding activities, it is important that consensus is reached between the intern, the preceptor, and all supervising pharmacists as to the compounding procedure to be adopted as the standard against which intern performance is assessed. Interns should already be practicing compounding using an agreed procedure. The short practice observation should therefore be based on evaluating intern performance against the agreed compounding procedure.

Section 2: Intern reflection

| What I did well | What I could improve |
|--|--|
| <ul style="list-style-type: none"> I recognised quickly that the mother was going to have a problem with measuring each dose using the tablets, and knew where to look to find alternate options. I thought it best to give the options to the mother, and she seemed to appreciate having the choice. I was able to complete the worksheet without any help. The method in worksheet didn't include some important information, like using a conical flask, but I was able to adapt quickly and asked questions. We've updated the template to include the missing information. | <ul style="list-style-type: none"> I didn't feel confident calling the doctor and explaining what I needed them to do with the prescription. It took a lot longer than it would usually take the laboratory technician, but I think I'd be much faster next time. I was rushed and interrupted at the end, and missed the "Shake the Bottle" sticker. I'll do my own final check next time before giving it to my preceptor. I had no idea we gave out the syringe adapters as part of the product, but it makes sense that we do and I know this for next time. |

Section 3: Entrustment discussion

The discussion should encompass more than simply providing feedback about the SPO. Discuss the intern reflection on the SPO, review any compounding logs, and the product(s) compounded. The supervisor should also seek to understand the intern's ability to perform in future scenarios when the context, patient and parameters may be different to what has been observed. 'What-if' questions are a useful technique designed to evaluate the intern's ability to adapt and use their knowledge and skills in different contexts. Guide the intern on what their development plan should look like and ask them to check in with you after they have documented the plan (Section 5).

Example What if questions: What would you do if...... there was no formulation in the Australian Pharmaceutical Formulary (APF)? The product requested to be compounded is available commercially? The patient was allergic to ingredients in the formulation? You were unable to contact the prescriber? The product is not therapeutically appropriate for the patient?

Supervisor feedback following discussion

KEEP: (focuses on actions or behaviours an intern should continue doing which are having positive effect on task performance)

You were able to apply dosage form knowledge to make something more suitable for the patient and her parents, demonstrating appropriate reasoning. Keep doing that! That was great to see. You also worked through a methodical process, even for a product you've never made before. FROM NOW: Omeprazole suspensions join the other compounding products already at Entrustment Level 3 (including simple creams and ointments, T3 capsules and diclofenac gel). Any compounding products that you have not made previously at this pharmacy remain Entrustment Level 2.

START: (focuses on actions or behaviours an intern should commence to improve task performance)

Incorporating a "final check" of the product as part of your dispensing and compounding process before providing it to for checking (or to the patient). Also put on personal protective equipment when compounding. You had gloves on which is great, but it looks more professional when you have full PPE. It is our pharmacy standard.

STOP: (focuses on actions or behaviours an intern should reduce or stop which are, or may have, a negative effect on task performance) "

Don't leave the clean up to the laboratory technician. So next time, we'll make sure you get to do the clean-up.

Section 4: Entrustment decision

Entrustment decisions are NOT a rating of the intern's performance. Entrustment involves making a holistic decision about the level of supervision the intern will need to continue to practice based on triangulation of all the information gathered about the intern's capability to safely and effectively compound pharmaceutical products. This information is based on the supervisor's professional judgement on the SPO(s), review of any compounding logs, intern reflection, the feedback discussions, and the quality of the compounded product. Simply put, an entrustment decision answers the question "What level of supervision will this intern require going forward, based on what I have gathered about their performance and abilities?"

| | | | | |
|---|----------------------------|----------------------------|---------------------------------------|----------------------------|
| Entrustment decision (to be completed by supervisor) | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
|---|----------------------------|----------------------------|---------------------------------------|----------------------------|

| | |
|----------------|---|
| Level 1 | Observe only, even with direct supervision |
| Level 2 | Perform with direct, proactive supervision and intervention |
| Level 3 | Perform with indirect proximal (nearby) supervision, on request and quickly available |
| Level 4 | Perform with minimal supervision, available if needed, essentially independent performance |
| | <i>It is critical to note, however, that even when an intern has been deemed entrustable at level 4, the Pharmacy Board requirements for supervision while the intern is provisionally registered still apply. In addition, at least one pharmacist with general registration must be physically present on the premises in accordance with legal requirements under the Health Practitioner Regulation National Law.</i> |

Section 5: Development Plan

Even if the intern meets all expectations, it is likely that further improvements to some aspects of the activity are still possible. The intern should create a SMART development plan based on feedback and discussion. Interns are encouraged to check in with their supervisors within a reasonable time on the plan. This plan can be maintained in the Intern's individualised development/learning plan. An excel template for Intern individualised learning/development plan is available at www.pharmacycouncil.org.au/workplace-based-assessment/.

A SMART development plan is: Specific-Measurable-Achievable-Relevant-Timebound.

S: I will ask all pharmacists to give me the responsibility of calling doctors for all scripts where clarification is needed.

M: I will log the scripts in the dispensing log so that my supervisor can track them and enter notes in the patient dispensing records.

A: We are a high volume pharmacy and receive many scripts including for compounded products so I will have a lot of practice.

R: Pharmacists regularly have to call prescribers to verify prescription details especially for compounded products so this is part of practice and it will build my confidence and ability to communicate with doctors

T: I will do this for the next month and then review with my supervisor.

Supervising pharmacist name: Name

Date: 31/06/2023