



Pharmacy Department Policy

Pharmacist/Technician Competency Assessment

A. EFFECTIVE DATE :

October 19, 2021

B. PURPOSE :

To establish an expectation that all pharmacists, pharmacy staff and technicians remain competent with the essential knowledge and skills to perform their given job description.

C. POLICY :

1. All pharmacists, pharmacy staff and pharmacy technicians will maintain the knowledge and skills necessary to perform job related functions according to defined expectations based on regulatory standards, professional pharmacy organizations, and clinical practice guidelines.
2. Competency assessments for pharmacy staff may be verified by direct observation of a job responsibility, mandated competency assessments, educational activities and in-services/discussions. In addition to departmental competencies, hospital wide training and assessments will also be identified by hospital administration and shall be completed as assigned.

D. SCOPE :

Applies to all UConn Health JDH Pharmacists and Pharmacy Technicians

E. DEFINITIONS :

None

F. MATERIAL(S) NEEDED :

Pharmacist Competency Assessment
Technician Competency Assessment

G. PROCEDURE :

UConn Health pharmacists, pharmacy staff, and technicians will develop appropriate procedures, guidelines and/or protocols necessary to provide competency assessments.

1. The Clinical Coordinators, with support from pharmacy staff, will develop competency assessments based upon the needs of staff members, regulatory changes, new policies/practices, and new therapies and upon the direction of Pharmacy Administration.

2. These assessments will be assigned to all applicable pharmacists, technicians, and staff with an expected date of completion.
3. A passing grade will be identified for assessments, as needed. Staff will be required to repeat a review of material if competency in a defined area is not demonstrated.
4. The Clinical Coordinators, Lead Technicians, and/or Pharmacy Quality Coordinators will maintain a record of staff completion of competencies.

H. ATTACHMENTS :

None

I. REFERENCES :

Murdugh LB. Competence Assessment Tools for Health-system Pharmacies. 5th ed. Bethesda, MD. ASHP Publications; 2015.

J. SEARCH WORDS :

Competency, assessment, pharmacy, technician, pharmacist

K. ENFORCEMENT:

Violations of this policy or associated procedures may result in appropriate disciplinary measures in accordance with University By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, the University of Connecticut Student Code, other applicable University Policies, or as outlined in any procedures document related to this policy.

L. STAKEHOLDER APPROVALS :

On File

M. COMMITTEE APPROVALS :

None

N. FINAL APPROVAL :

- | | |
|--|--|
| <p>1. <u>Andrew Agwunobi, MD (Signed)</u>
 Andrew Agwunobi, MD, MBA
 UConn Health Chief Executive Officer</p> | <p><u>10/27/2021</u>
 Date</p> |
| <p>2. <u>Anne D. Horbatuck, (Signed)</u>
 Anne D. Horbatuck, RN, BSN, MBA
 Clinical Policy Committee Co-Chair</p> | <p><u>10/27/2021</u>
 Date</p> |
| <p>3. <u>Scott Allen, MD (Signed)</u>
 Scott Allen, MD
 Clinical Policy Committee Co-Chair</p> | <p><u>10/22/2021</u>
 Date</p> |
| <p>4. <u>Caryl Ryan (Signed)</u>
 Caryl Ryan, MS, BSN, RN
 Interim Chief Operating Officer, JDH
 VP Quality and Patient Services & Chief Nursing Officer</p> | <p><u>10/22/2021</u>
 Date</p> |

O. REVISION HISTORY :

Date Issued: 3/31/2008

Date Revised: 9/2/10, 1/16/2017, 2/28/2019, 3/26/21

Date Reviewed: 3/26/2021, 8/27/21, 10/19/21