



# PART I

## Introduction

### A. Purpose

The purpose of this introduction is to give an overview of the entire program so that those involved will know how each activity fits into the overall framework of the program. Problems are certain to arise, and some of them may not be covered in the guidelines included in this handbook. Therefore, the person who directs the program at each school or college of pharmacy should have an understanding of the basic philosophy underlying the program. This will make the guidelines more meaningful and will assist in adapting the program to meet the particular needs of each college.

### B. How to Use this Handbook

The purpose of this handbook is to present rules, and provide material for chapters to use in organizing and conducting their local competitions. This handbook also gives guidelines for participation in the National Competition, along with the history of the National Competition.

**Read this handbook** before any planning, especially Part II, "Guidelines for the Local Competition." It is essential that the competition director be familiar with the competition's goals and background. These guidelines are examples that should be suitable for most schools, but changes may need to be made for each particular school. When making adjustments keep in mind that modifications to the local competition that do not adequately reflect the National Competition's procedures may put students from that school at a disadvantage in the National Competition.

**Follow the timeline.** The timeline can serve as an excellent gauge for the progression of events which lead to a successful competition. The timeline should be customized to a particular chapter's needs. The director should copy the timeline for any committees and/or volunteers. It is also recommended that the competition director copy all of Part II, "Guidelines for the Local Competition," for any committee chairmen or co-directors.

**Use the committee checklists.** To ensure that essential details have not been overlooked. Make a copy of the checklist for each committee and the competition director. The checklists should be customized to a particular chapter's needs, perhaps by using items on the customized timeline as a guide.

**Use the competition announcements.** These are great time-savers for the publicity committee. Try using different color paper for the preliminary round, final round, and awards ceremony announcements to clearly distinguish the announcements from one another.

Also provided in this handbook are instructions for the participants, judges, and patients for the local competitions, and guidelines for conducting the awards ceremony.

If you have any questions about the handbook, the rules or procedures, do not hesitate to contact the American Pharmacists Association Academy of Student Pharmacists (APhA-ASP), Department of Student Development, at 1-800-237-APhA, ext. 7514.

### C. Local Competition

Each year, APhA will provide each chapter with important information about the year's competition. This will include the date and place of the National Competition, the deadline by which APhA must receive notification of intent to participate, and any changes that have been made in competition procedures since the previous year. APhA will be available to provide the chapters with assistance if problems of any nature develop in the local competitions.

There will undoubtedly be unforeseeable dilemmas that will develop on the local level that will not have been dealt with in this handbook. Should there be the need for a judgment on a particular situation or a clarification of a matter not clearly addressed in the handbook, APhA should be consulted. All decisions concerning procedures, rules, and policies will be handled by APhA. Decisions made by APhA are final.

The competition itself, from the preliminary round through



the awards program, should span no longer than two to three weeks, in order to maintain student interest. Both the preliminary and the final rounds of the competition should be videotaped and judged. The preliminary round will be a screening mechanism using simple patient-counseling scenarios. The mock patient in the preliminary round should not initiate interaction with the pharmacist. The final round should be more involved and the mock patient should display various personality characteristics that will challenge the participant's ability to convey pertinent information. The final round will require the ranking of all participants. No more than 10 participants should be admitted to the final round. The top ten finalists will receive prizes compliments of APhA. **You must be an APhA member to participate in the competition.**

## D. National Competition

The National Competition is held during APhA's Annual Meeting, and resembles the local competition. However, the scenarios will be more difficult to reflect the higher level of competition. Participants will be videotaped and judged by nationally prominent pharmacy professionals. Both counseling method and content will be evaluated. Awards will be presented during the APhA-ASP Awards Ceremony.