

1. Experiential Education Committee:

ANNUAL REPORT: 2013-2014

1. **Academic Year:** 2013-2014
2. **Chair:** Dr Yasir Ibrahim
3. **Coordinator:** Dr Ahmed Sarsour
4. **Members:**
 - a. Dr. Afzal Haq Asif
 - b. Dr. Waleed AlHassan
 - c. Dr. Dalia Almaghrabi
 - d. Dr Promise Emika adhoc
 - e. Dr. Ali AlShehri adhoc
 - f. Mr. Majid AlSageer (Replaced by Mr. Khalid AlZaidi)
 - g. Mrs. Amnah Younes AlYounes
 - h. Mr. Mohammed AbdulWahid
 - i. Miss Marwah Eisa AlNowis
5. **Number of meetings held during the academic year:** It was planned officially to have a meeting on the first Tuesday after the end of each rotation at the National Guard Hospital. While unofficial meetings to complete the works of the committee was almost on a daily basis between Dr. Afzal, Dr. Yasir and Mr. Majid AlSugair (Now Mr. Khalid Alzaidi).
6. **Official meetings held at KNGH**
 - Jan 30, 2014
 - March 19, 2014
 - April 16, 2014
7. **Charges assigned by Dean:**
 - a. Exploring the availability of additional APPE training sites
 - b. Expansion in the clinical training sites in National Guard AlAhsa and MOH
 - c. Allocating the new student for IPPE-1,2 and APPE for 2014-2015
 - d. Mapping of IPPE-1,2 and APPE with curriculum
 - e. Updating of the Training Manual and the assessment tool
 - f. Compilation of the preceptor and APPE sites manual
8. **Actions:**
 - a. Experiential Education Committee accomplished all the above tasks successfully.
 1. Exploring the availability of additional training sites in
 - a. Dammam and AL Khobar areas: We added Security Force and restarted Saad Speciality Hospital, and National Guard
 - b. AlAhsa: We added Al-Mana Hospital

2. Expansion in the Clinical training sites
 - 1- In King Abdul Aziz National Guard Hospital, Al-Ahsa
 - a. Paediatrics
 - b. Medicine
 - c. Oncology
 - d. ICU
 - e. CCU
 - ii. In MOH
 - a. Pediatrics in MCH
3. New Preceptor Manual for APPE, with revision of Experiential Education Manual for students in collaboration with the Curriculum Development Committee
4. Electronic Assessment tools for the rotations is in place and implemented in collaboration with the Quality and Assessment Committee
5. Started sending students to the new sites in Dammam for APPE
6. Staff development has been on weekly basis where a chapter is taken from PSAP and discussed.
7. Preceptors training workshops
 - 1- Use of Quantify for documentation of intervention by Dr. Yasir
8. Mentoring new faculty and attachment to an old faculty member
9. Responsibilities
 - 1- APPE and overall coordination: Dr. Yasir
 - 2- IPPE-2: Dr. Afzal
 - 3- IPPE-1: Dr. Emeka
10. Complete the placement of students for the IPPE-1, 2 and APPE.
 - 1- **APPE: (26+23: 49 students of 5th year)**

Seventeen new and 9 old, belonging to previous batch of 6th year male students and 23 female students were placed at following training sites on rotational basis for 5 out of total 10 APPE rotations:

 1. King Fahad Hospital Al-Ahsa.
 2. Maternity and Children Hospital , Al-Ahsa
 3. Aljabre Kidney Hospital Al-Ahsa
 4. Prince Sultan Cardiac Center, Al-Ahsa
 5. Hospital for Mental Diseases, Al-Ahsa
 6. King Abdul Aziz National Guard Hospital, AL-Ahsa (KANGH)
 7. John Hopkins Saudi ARAMCO H, Dhahran
 8. King Fahad Specialist Hospital, Dammam (KFSH)
 9. Saad Specialist Hospital Alkhobre (SSH)

Preceptors from COCP will precept the students at all sites except for 3 hospitals out of Al-Ahsa namely, ARAMCO, KFSH and SSH.

2- IPPE-2 (46 +40: 86 students of 3rd year)

Forty Six female and Forty Male students were placed in Hospital Pharmacies of following hospitals, for 4 weeks IPPE-2 training. Female will start from June 8, while male will start from July 6, 2014

1. King Fahad Hospital Al-Ahsa.
2. Maternity and Children Hospital , Al-Ahsa
3. Prince Sultan Cardiac Center, Al-Ahsa
4. Hospital for Mental Diseases, Al-Ahsa
5. PHC, King Abdul Aziz National Guard Hospital, AL-Ahsa (KANGH)
6. Central Hospital Dammam.
7. MOH Hospital Al-Yuun
8. Geriatric Hospital, Al-Ahsa
9. Ben Jalavi Hospital, Al-Ahsa
10. Aljabre ENT hospital, Al-Ahsa
11. Maternity and Children Hospital, Dammam
12. Al-Ahsa Private Hospital, AL-Ahsa
13. Al-Mana Hospital, Al-Ahsa

3- IPPE-1: (41+40:81 students of 2nd year)

Forty one male and 40 female students were placed in various training sites. Male students were placed at 41 branches of Al-Dawa Community Pharmacy, near to the place of residence of each student, whereas female students were placed in group of 2 or 3 at in Pharmacy of Primary Health Centers located near to their place of residence

11. Revisiting the Training Manual and the assessment tool
12. Quality assurance plan for Experiential Education
13. IPE established and records for session in training sites are recorded
14. Orientation for IPPE-1,2 and APPE students

9. Attendance Level: Overall attendance level in meetings remained 80% No. of official meeting held

10. Obstacles, Issues to be addressed:

- a. Resignation of the coordinator from the college
- b. Attendance of student members remained at lower percentage as compared to the faculty members

- c. New support staff that replaced Mr. Majid needs to be trained
- d. New system needs for dealing with MOH for students' training need to evolve

11. Work remaining:

- a. Preparing for next year students' training
- b. Revisiting of training manual and site manual
- c. Exploring extra sites for future training

12. Enclosures: *(Please pres Ctrl and click to open the document)*

- a. All minutes of meetings
- b. Students' allocation for IPPE-1,2 and APPE
- c. Training manual
- d. Preceptors manual

DR. Yasir A. Ibrahim,
Chair,
Experiential Education Committee,
COCP, KFU, AL-Ahsa

Submitted: June 1, 2014

Example of Experiential Education Committee meeting minutes:

Ref : KFU/COCP/EEC/1/2014

Dated : 30/01/2014

TO: All Members of the Department

CC: Secretary to the Dean.

Subject: Minutes of the Meeting

Date & Time: Jan 30, 2014; 11: 00 AM

Venue: Meeting Room, King AbdulAziz National Guard Pharmacy

Attendees:

1. Dr. Yasir Ibrahim (Chair)
2. Dr. Ahmad Sarsour (Coordinator)
3. Dr. Afzal Haq Asif
4. Dr. Dalia Almaghrabi
5. Dr. Alwaleed Abaas
6. Dr. Ali Alshehri
7. Mr. Majid AlSugair
8. Mrs. Aminah Alyouns)

Present(P) 8 Regrets(R) 2 Leave(L) 0 Attendance Level 80%

Agenda:

1. IPPE-1, 2 and APPE allocation for 2014/2015
2. IPPE-1 female supervision
3. Graduation projects
4. Others

Decisions

S. No	Agenda Item & Decisions	Responsibility [Member Name]	Deadline	Status
1.	The Chair welcomed all the members to the first meeting of the session 2014-2015	All	--	--
2.	<ol style="list-style-type: none"> 1. IPPE-1 names were sent to MOH and Community Pharmacies and approval secured 2. Dr. Dalia and Dr. Hala will be overseeing the female students on IPPE-1 during summer 	Dr. Yasir Mr. Majid And Mrs Aminah	-	Closed
	3. IPPE-2 to be finalized and sent to MOH for final approval	Dr. Yasir Mr. Majid And Mrs Aminah	Feb 27, 2014	open
	4. ARAMCO APPE students' list to be finalized in addition to all APPE	Dr. Yasir Mr. Majid And Mrs Aminah	Feb 27, 2014	open
	5. Dr. Ali AlShehri commented on the lack of knowledge by students on areas of pharmacokinetics, opiates laws in KSA, and the use of medical devices and the curriculum should be more pointed towards community than clinical. Dr. Yasir and Dr. Ahmed responded to this comment. However, the issue of pk and jurisprudence will be addressed with the curriculum committee.	Dr Yasir Dr. Afzal	Open	Open
3	A list of graduation projects with the preceptors and students' name should be formulated. The process for graduation project approval: Project to be approved by preceptor initially and forwarded to Dr.	Dr Yasir and all PP preceptors	Open	Open

	Yasir for final approval. Researches needing IRB approval from KNGH has to be addressed with Dr. Ali Alshehri to facilitate it.			
4	More comprehensive orientation is needed rather than more one orientation as suggested by Dr. Afzal and answered by Dr. Yasir and Dr. Ahmed. Next preceptor training should be arranged within this coming semester before summer.	Dr. Yasir	Open	Open
5	Regular meeting for EEC should be on the first week of each rotation to discuss the results and any issues has to do with EE.	All members	Closed	Closed
6.	The meeting ended with thanks by the chair.	-	-	-

Head : _____

Dr. Yasir Ibrahim

Members :

Dr. Ahmad Sarsour (Coordinator) _____

Dr. Afzal Haq Asif _____

Dr. Dalia Almaghrabi _____

Dr. Alwaleed Abaas _____

Dr. Ali Alshehri _____

Mr. Majid AlSugair _____

Mrs. Aminah Alyouns _____

Dean's Approval/comments: