

PGY1 Pharmacy Residency - Aurora Health Care Metro, Inc.
PGY1 Pharmacy Residency-Aurora West Allis Medical Center
PGY1 Pharmacy Residency-Aurora BayCare Medical Center
PGY1 Community-Based Pharmacy Residency-Aurora Health Care Metro, Inc.
PGY1/2 (Combined) Pharmacy Informatics Residency
PGY1/2 (Combined) Health System Pharmacy Administration & Leadership

PGY2 Critical Care Pharmacy Residency
PGY2 Oncology Pharmacy Residency
PGY2 Cardiology Pharmacy Residency
PGY2 Infectious Diseases Pharmacy Residency

All other Legacy Aurora Pharmacy Residency Programs

Pharmacy Residency Programs Conducted at Sites within Legacy Aurora Health Care: Resident Expectations and Requirements for Successful Program Completion

Licensure Expectations and Requirements

Expectation: It is expected that the resident is licensed as a pharmacist in the state of Wisconsin prior to starting their residency program.

Requirement: The resident must be actively pursuing licensure in the state of Wisconsin. The resident must sit for their exams at the first available opportunity after graduation.

- PGY1 Residents must be licensed as a pharmacist in the state of Wisconsin as soon as possible and within ninety (90) days from the start of their residency program. Residents starting PGY2 programs must be licensed as a pharmacist in the state of Wisconsin prior to their start date.
- If a resident is unable to meet the above deadlines due to extenuating circumstances beyond their control, they must request an extension in writing to their RPD. The RPD and the resident's Pharmacy Site Director will review all extension requests. The outstanding items, actions the resident has taken to obtain licensure as soon as possible, and the resident's job performance will be considered when reviewing licensure extension requests. The resident will be notified in writing if their extension request has been approved or denied.
- If the extension request is approved, the resident will be notified in writing how many additional days they have been granted to obtain their pharmacist licensure in the state of Wisconsin. The resident must be licensed as soon as possible within this time and within one hundred twenty (120) days from the start of their residency.
- Failure to meet the above requirements results in termination of the resident from the residency program.

PGY2 Residents only: Verification of PGY1 Residency Completion or ASHP-sanctioned PGY1 exception

Requirement:

- PGY2 residents must provide their RPD with verifiable proof of PGY1 residency completion prior to starting their program or within ten (10) days of starting their PGY2 program.
- Verifiable proof is a copy of the resident's PGY1 graduation certificate. If the PGY1 completion certificate is unavailable, it is acceptable for the PGY2 RPD to receive verbal or written confirmation of the resident's PGY1 completion from the resident's PGY1 RPD.
- PGY2 residents who have not completed a PGY1 residency must have an ASHP-sanctioned PGY1 exception and provide their exception documentation during the application process in PhORCAS. If this is not possible, it must be provided to their PGY2 RPD prior to starting their program.
- If a resident is unable to meet the above deadlines due to extenuating circumstances beyond their control, they must request an extension in writing to their RPD. The RPD and resident's Pharmacy Site Director will review all extension requests. The resident will be notified in writing if their extension request has been approved or denied. If the extension request is approved, the resident must provide the completion documentation as above as soon as possible within this time and within thirty (30) days from the start of their PGY2 residency.
- Failure to meet the above requirements results in termination of the resident from the residency program.

Resident Commitment, Remediation, and Dismissal

- Each pharmacy resident must complete a minimum of twelve months of training that is equal to a full-time equivalent, fulfill the program requirements as specified in the Program Graduation Requirements/Residency Completion Record (available on our website: www.aurora.org/pharmacyresidency), and comply with all program, department, and organization policies and expectations.
- If a resident is unable to meet the above, they will not receive a program completion certificate. The resident's Site Director will determine on a case-by-case basis if the resident will be terminated or allowed to remain in the program but not receive a completion certificate.
- In the event a resident is not meeting program expectations as determined by the RPD for reasons such as performance, the RPD and site director will determine on a case-by-case basis whether the resident will be allowed to remain in the

program and have their program extended in order to allow the resident additional time to fulfill the program requirements, or whether the resident will be terminated from the program.

- If the decision is made to extend the resident's program, the amount of time the resident's program will be extended is determined by the RPD and site director, communicated to the resident in writing, and will not exceed ninety (90) days. If the resident is still not meeting program expectations during this extended time period, the resident will be terminated from the program.
- Only residents that complete the minimum of twelve months of residency training equal to a full-time equivalent and fulfill the program requirements, including those specified in the Program Graduation Requirements/Residency Completion Record, are granted a residency certificate and considered graduates of the program.

Termination or Dismissal

Employment at Advocate Aurora Health is on an "at-will" basis. This means that the employment relationship may be ended at the choice of either party, with or without notice, and with or without cause, at any time. Termination ends the resident's participation in the Pharmacy Residency Program prior to completion of the minimum twelve months. Voluntary termination is initiated by the resident to leave the program and requires two weeks' notice as outlined in the Advocate Aurora Health Separation of Employment Policy.

Leave of Absence

- All leaves of absence will comply with the Advocate Aurora Health's Leave of Absence policy.
- In the event a resident needs to request a leave of absence, the resident must follow the steps outlined in this policy and discuss the impact of this leave on their program with their RPD and site director. The RPD and site director will determine if the resident will be allowed to remain in the program based on the organization's policy and impact on their program. If the resident is allowed to remain in the program, their graduation date will be adjusted to meet the minimum of twelve months of training.

Duty Hour Expectations

- Pharmacy Residency programs comply with the current duty hour requirements set forth by ASHP. It is the resident's responsibility to ensure they comply with the duty hour standards and verify their compliance during their program.

Additional Professional Employment

- A resident's primary professional commitment is to the residency program. At no time shall a resident be employed outside of Advocate Aurora Health. Requests for non-pharmacy related employment outside of Advocate Aurora Health require approval from the RPD and the site director.
- Residents are allowed to staff shift(s) over and above their staffing shifts required as part of their residency program under the following circumstances:
 - Staffing the additional shift(s) does not interfere with the resident's ability to complete residency requirements or exceed duty hours
 - The resident, site director, and program director all approve any additional shift(s)
 - Additional shift(s) do not exceed a total of 24 hours per month and are tracked according to program requirements
 - Residents will be compensated for any shift(s) staffed over and above the residency expectation according to Aurora Health Care Human Resources guidelines

Additional Candidate Information

- Please see individual program information for qualifications and application information.
- Pharmacy residents are considered full-time team members (employees) of Advocate Aurora Health. As such, the resident and their eligible dependents are eligible to participate in the organization's benefit programs (paid time off, medical insurance, dental insurance, vision insurance, disability, etc.)
Note: Residents are allowed up to 19 days off (including a maximum of 6 sick days) during their program. Time off requires advanced approval and is not guaranteed.
- The Pharmacy Residency programs participate in the Residency Matching Program ("The Match").
- After "The Match", employment as a pharmacy resident is still contingent upon the applicant satisfying Aurora Health Care's employment eligibility requirements, including an employment application/evaluation by Human Resources and a pre-employment physical and drug screen (urine analysis). The pre-employment physical and drug screen (urine analysis), must be completed at a designated Aurora Health Care location during the first 2 weeks of June.
- All residents must start on the pre-determined start date. Refer to the program director for the exact pre-determined start date as adjustments in start date are not allowed.