

## APPENDIX 1 - PDW 2011 EXECUTIVE REPORTS

### **PRESIDENT (Polly Kwok)**

- Main focus is planning PDW starting in December, scheduling council meetings, agendas for PDW and for JOMs
- Continued work on PDW contacts (for JOMs) and assisting the PDW 2011 planning committee wherever necessary
- Contacted the majority of the senior representatives and National executive members one-on-one to garner feedback, pass along any information and ask for ways in which CAPSI National can help with CAPSI local
- Still talking with sponsors to finalize funding for new awards and awards that have lost funding (Award of Professionalism)
- During the conference, P. Kwok will be chairing the AGM, the Elections speeches, the opening and closing ceremonies, and troubleshooting as needed

### **PRESIDENT-ELECT (Jillian Grocholsky)**

- J. Grocholsky spent much of her time leading up to PDW 2011 working with the Constitutional Review Committee, to prepare and finalize the necessary documents for PDW. This included reviewing the CAPSI Constitutional By-laws and Operating Manual.
- She reviewed and finalized the “PDW Letter of Agreement” to be presented to, and signed by the PDW 2012 Planning Committee. This letter of agreement will act as a guideline for subsequent PDW Planning Committees to ensure continuity and viability of future Professional Development Week Conferences.
- Final approval of the “Friends of CAPSI” initiative was obtained after the fall teleconference and is ready to be launched following the completion of PDW 2011 and Bi-Elections in early 2011.
- The Website Committee has reviewed and finalized the new design of the website. She has also been working with the current Webmaster to ensure the most up-to-date information is available to all members.
- She has also been preparing for the PDW conference and its CAPSI National events such as the elections, annual general meeting and closing gala. This also includes assisting the current President in the preparations for the conference.

### **PAST-PRESIDENT (Brad Elliott)**

- Liaised with President and President – Elect and supported the initiatives of the association
- Offered guidance to the President and President – Elect
- Supported the President during PDW preparation
- Worked with partners and sponsors to enhance the initiatives of the association
- Specifically, he has been focused on improving the communication between CAPSI and CPhA and helping to develop pharmacy-jobs.ca in collaboration with CPhA and Workopolis
- Continues to promote the profession
- Continues to advocate for pharmacy students nationwide

### **VP COMMUNICATIONS (Maria Zhang)**

- Coordinating with ax-iz and local reps to bring the presentation to graduating classes across Canada with the exception of the schools in Quebec. This year it had an additional benefit of an extra \$5.00/head for the graduating class in addition to \$5.00/head for CAPSI local (this probably helped with attendance)
- Working with the CAPSIL editor to ensure the advertisements that are provided by the sponsors are submitted and to field any questions from the sponsors after distribution of the CAPSIL
- Brainstorming of new ways to promote CAPSI and increase sponsorship – platinum level sponsorship, approaching companies that might not be as big – Sobeys relative to SDM, Canadian Military etc.
- Working with VP Education, presidents, Apotex etc. to see how to bring i-Pharmacists to competitions and local faculties
- Working with CU Media to increase sponsorship for CAPSI club and agenda; provided them with leads and assisted them with a promotional package. They should have an updated sales report from us at the beginning of February
- Fielding questions from CAPSI local and other executives regarding contracts and awards
- Speaking with our sponsors to field their questions and requests on a regular basis
- Update: no more award of professionalism since ratiopharm was taken over by TEVA. The award should be given to the winning school by CAPSI or the emcee during the award presentation. She is working with Chris Boland to bring in other industry members to sponsor the award for next year
- With regards to the agenda, M. Zhang will start putting it together with the assistance of the agenda committee in 2011. Again, this agenda will have a \$1000 discount along with free delivery (another \$1,000 discount).

### **VP EDUCATION (Jeannine Oliver)**

#### **Patient Interview Competition (Sponsored by Pharmasave)**

- Feedback was received that the complexity of the local case was more appropriate this year – many students found last year’s cases more frustrating than challenging)
- Participation across Canada:

UBC	9
Alberta	15
Sask	3
Manitoba	1
Waterloo	14
U of T	13
Laval	6
Montreal	3
Dalhousie	6
MUN	10



**Over the Counter Competition** (Sponsored by Pfizer Consumer Healthcare)

- Local case was well-received
- Participation across Canada:

UBC	9
Alberta	12
Sask	7
Manitoba	6
Waterloo	8
U of T	7
Laval	5
Montreal	5
Dalhousie	7
MUN	4

**Student Literary Challenge** (Sponsored by CPJ & CAPSI National)

- Winning local entry from each school was entered for the National competition
- National judging has taken place and the winner will be announced at the awards ceremony
- Participation across Canada:

UBC	1
Alberta	5
Sask	9
Manitoba	1
Waterloo	4
U of T	5
Laval	3
Montreal	1
Dalhousie	6
MUN	3

**Compounding Competition** (Sponsored by Medisca)

- All schools received materials on time and nothing was missing from the orders
- Feedback was received and suggestions were made to ensure the compounds and requested quantities are realistic to everyday pharmacy practice
- There was some delay with getting the national case finalized and the materials shipped
- Participation across Canada:

UBC	7 teams
Alberta	10 teams
Sask	6 teams
Manitoba	2 teams
Waterloo	3 teams
U of T	11 teams
Laval	3 teams
Montreal	1 teams
Dalhousie	3 teams
MUN	4 teams

### **Awards**

- Guy Genest (Sponsored by Wyeth)
  - Names of the recipients from 9 schools were submitted to Wyeth
  - Confidentiality issues prevented UBC Reps from obtaining names of the recipients
- Award of Professionalism (sponsored by Ratiopharm – now Teva)
  - 2 application packages were received
  - Judging has taken place and the winner will be announced at the awards ceremony
  - Teva will not be continuing sponsorship in future years

### **Mock OSCEs**

- Only 1 school has requested the cases from the bank this year
- UofT submitted the cases they used this year (these were forwarded to PEBC)

### *Goals by end of this term*

- Expand the Mock-OSCE bank by standardizing format and reviewing cases previously submitted
- Continue working to incorporate i-Pharmacist devices into future competitions
- Follow-up with potential sponsor for the EBM Competition
- Update VP Education responsibility guide to include tips that will help ensure consistency between years

## **VP PROFESSIONAL AFFAIRS (Lora Wang)**

### Interprofessional Promotion

1. Current project is underway with Medicine and Nursing regarding interprofessional booklet – booklet highlights education, scope of practice, and other information for the different specializations within medicine, nursing, and pharmacy.

-It does not look like the project can be completed by CPhA 2011 in May; hopefully the next VP-Professional Affairs can also support this

2. Interprofessionalism in Canada article has been written and submitted to American Pharmacists' Association Student Newsletter. Highlighted in the article are: how the faculties and universities support interprofessional development via incorporation into the curricula, student initiatives (after school/extracurricular IP initiatives), and examples of interprofessionalism in the workforce after graduation. A copy of the submission will be given to us once the newsletter is released

3. Liaising with NaHSSA; currently awaiting details from NaHSSA regarding conference attendance (conference in March 2011)

### Symposia Feedback

There will be a symposia evaluation email for Sr/Jr representatives in the middle of second term; it will assess how the symposia went overall and how it can be changed for future years

### Local Professional Affairs Representative

Initiating a local Professional Affairs Representative to work with National VP Professional Affairs – to be discussed in a separate session at PDW 2011

### **FINANCE OFFICER (Amy Wong)**

- 1) Not much has happened between Fall TC and December → most work will be done now during PDW
- 2) Moved \$20,000 from ING and \$30,000 from ScotiaBank chequing account (daily expense account) into 5 laddered investments as described in the Finance Update
- 3) Received all schools' membership drive cheques except U of Alberta and U of Manitoba. Will be receiving U of Waterloo's by March. \$26,166 out of the projected \$35,000 has been received.
- 4) Received 36 SEP deposits in the PayPal account. There was a small transaction fee (\$4.65) associated with each. Received \$5,232.60 out of projected \$3,000.
- 5) Haven't closed ING account yet; considering transferring some money into this account after PDW expenses have been cleared from the daily account because we will be earning 1.25% on it rather than 0%.

### **EXECUTIVE SECRETARY (Megan Riordon)**

#### **1. Minutes**

- a. Fall 2010 Teleconference minutes are finished and will be approved here at PDW
- b. Will be finishing up PDW Minutes following PDW

#### **2. Membership Committee**

- a. Currently finalizing the membership database
  - i. 3,323 members (down 311 members from last year)
- b. Created CAPSI Honorary Member database to be updated annually and shared with the VP Communications to ensure these members receive their benefits
- c. Will be meeting with the Membership Committee to discuss the Membership drives and what changes we want to implement for next year so those updates will come later

#### **3. Constitutional Review Committee**

- a. Helped revise the OM, Bylaws, PDW LoA, and Friends of CAPSI documents

#### **4. Elections**

- a. Have been receiving nomination packages for the elected positions
- b. Will be preparing the packages on Thursday to be distributed during elections and voting
- c. Created a powerpoint presentation with the election procedures to be used during the elections
- d. Created a powerpoint presentation with the position portfolios to used during the elections
- e. Compiled the questions from the executives to be used during the elections

#### **5. AGM**

- a. Compiled, updated, and translated the slides for the AGM
- b. Retrieved and photocopied minutes from last year for approval from general council

## **CAPSIL EDITOR (Yin Hui)**

- Did not attend PDW

## **IPSF LIAISON (Suzanne Sonneff)**

### **1. Health campaigns**

- Five schools completed campaigns: UBC, U of S, U of T, MUN and Dal
- Wal-mart sponsored the award donating \$1000 to the winning school and \$500 to the charity of the winning school's choice. Wal-mart has also given a beautiful glass trophy for the winning school. A. Wong will invoice Walmart.
- 3 schools applied for the award – U of S, U of T and UBC (UBC won. Congratulations!)
- Medicine awareness and rational drug use are new health campaigns that have been added to the IPSF portfolio

### **2. Japan tour**

- Date was extended to February 14th to 20th
- 4 Canadian students will be attending

### **3. Other international opportunities**

- TB WHO Internship - deadline was Dec 31st, will get preliminary results when they are released
- 2011 World Congress Thailand - registration opened Jan 15th for €350
- UN AIDS Internship available
- Commonwealth Fellowship - due Jan 31st, worth 2000 pounds sterling
- PARO promotion at the IPSF breakout info session

### **4. Local IPSF Liaison meeting**

- Took place on Thursday Jan 13th. Had 3 local liaison's there (U of A, U of S and U of T) the rest of the schools were represented by their Junior or Senior representative
- Lots of great feedback that was really appreciated
- SEP Applications
- S. Sonneff was part of the SEP subcommittee and helped to decide on students who were going to be going on exchange.
- 24 students were chosen, with 5 others on the waitlist

## **STUDENT EXCHANGE OFFICER (Kendell Langejans)**

### **1) CAPSI-IPSF Health Campaign Award**

- Wrote contract with M. Zhang's help, to be signed at PDW
- Judged submissions

### **2) Canadians and SEP**

- SEP database launched mid-December, behind schedule but in time for Canadian applications. Regular updates were made on the CAPSI website as more information became available
- Due to confusion with the database emailed applications were accepted as well as those done through the database
- Payment went very smoothly with only a few problems, thanks to Franky , the webmaster

### 3) SEP Selection Committee

- 40 applications were received this year and everyone has been hard at work reviewing them
- We will meet here to discuss the applicants and decide how to allocate our 2011 spots

### 4) SEP Promotion to Pharmacists

- Sent promotional emails through CPhA click-info, CSHP, as well as provincial associations, and have received several responses from new potential hosts, including one in Newfoundland
- Emailed past hosts and have received positive confirmations from about half that they will host again
- Received French translation of promotional materials in early January, will send out French promotional material after PDW
- Provided assistance to local reps asking for tips on how to recruit a host site – REMINDER: All local reps are responsible for finding one new host site in their university city/province by February 15!!!

### 5) International students and SEP

- Most countries are going through their pre-selection process, but I am already getting lots of emails from people interested in SEP
- 2 German students placed in Edmonton in March