

**University of Maryland School of Pharmacy**  
**PharmD/MPH Program**  
**Guidelines, Procedures, and Contact Individuals**  
Draft 3/10/2008

Participation in the PharmD/MPH Program requires a systematic process and communication with a variety of key individuals within both the Schools of Pharmacy and Medicine. The following guidelines and procedures attempt to identify the important steps to follow and key individuals to contact to assure a successful matriculation through the program.

Program Administration

The PharmD/MPH Program is administered by the Associate Dean for Academic Affairs within the School of Pharmacy (currently Dr. David Roffman) and the MPH Program Director within the School of Medicine (currently Dr. Renee Royak-Schaler assisted by Ms. Katherine Pazdernik). Students should contact these individuals regarding broad program-type issues (i.e., quality, strengths and weaknesses of program, etc.).

Initial Exploration

PharmD students interested in pursuing the MPH degree should contact a variety of individuals to discuss the value, content, and policies regarding the PharmD/MPH dual degree program. Drs. Robert Beardsley and Sheila Weiss Smith have been involved with the development and implementation of the PharmD/MPH Program for several years and should be contacted. Interested students should also contact recent graduates of the program and PharmD students who are currently in the PharmD/MPH program. Students should also receive material from the SOP Student Affairs Office describing the program and other important information.

Admission to the MPH program

PharmD students are encouraged to discuss their plans to apply with their PharmD academic advisors and Drs. Beardsley or Weiss Smith. Application to the MPH program is a separate process outside the School of Pharmacy and occurs within the Department of Epidemiology and Preventive Medicine of the School of Medicine. PharmD students must meet the requirements articulated in the MPH program's Handbook ([http://medschool.umaryland.edu/epidemiology/masters\\_mph.asp](http://medschool.umaryland.edu/epidemiology/masters_mph.asp)). Admission to the MPH program requires concurrent enrollment in the School of Pharmacy; however, be advised that students are unlikely to complete both programs within 4 years. Remaining MPH requirements can be finished after completion of the PharmD degree. Currently, Ms. Teena Maultsby coordinates the admissions process for the MPH program and PharmD students must submit all required documents to her. Typically, the admission cycle starts in the late Fall/early Spring for the following Summer and Fall semesters (check program information for admission deadlines). An Admissions Committee with the MPH program reviews completed applications and notifies each candidate of their final admission status.

Advising

In addition to having an academic advisor within the School of Pharmacy, PharmD students participating in the PharmD/MPH Program must also identify an academic advisor within the MPH program (typically a faculty member in the student's MPH Concentration). Students must meet with both their PharmD and MPH advisors at least once a semester to review their progress, discuss program issues, discuss career options, and develop their plans of study for both programs. Drs.

Beardsley and Weiss Smith are always available to discuss career opportunities. Students are encouraged to identify additional pharmacy faculty, such as Drs. Tommasello, Moreton, Morgan, Truong, and others, who serve as informal and formal advisors.

### Registration for MPH Courses

*MPH Courses.* Ms. Maultsby coordinates the registration process for most of the MPH courses. In order to register for courses, students must obtain (via MPH website or office) the PharmD/MPH Program Plan of Study and complete it prior to registering for MPH courses. Students must adhere to the instructions posted on the form and must have it signed by both their PharmD and MPH advisors before registering for classes with Ms. Maultsby.

*PharmD Courses.* Students must also complete the School of Pharmacy's Plan of Study and have it signed by their pharmacy academic advisor before registering on line via SURFS. Students must also contact Ms. Margaret Hayes in the School's Student Affairs Office during this registration process to discuss their schedules.

### Capstone Experience

Capstone Experiences are critical components to the PharmD/MPH Program and are quite complex to develop and implement. Thus, students are encouraged to start the planning process as soon as possible. Although capstone experiences are implemented following the completion of all MPH required course work, planning should start earlier in the program. Students should first brainstorm possible ideas with faculty in both the PharmD and MPH programs. Once an idea is conceptualized, students need to contact the coordinator of the MPH capstone experience (currently Dr. Sania Amr) and the MPH administrator (currently Mr. Jim Reynolds) to start the planning process and to make sure that the idea meets the requirements of the MPH capstone experience. At the same time, students should contact the School of Pharmacy's Experiential Learning Office to make sure that their idea meets the requirements of the School's Experiential Learning Program. Currently, Dr. Hoai An Truong serves as course master for the public health pharmacy APPE (Advanced Pharmacy Practice Experience) course, which is under development, within the PharmD program. The final learning objectives, activities, and experiences must receive the approval of both the MPH and PharmD programs for academic credit to be given.

### Procedural Steps

#### *Initial Exploration*

1. Review literature about role of pharmacists in public health
2. Talk with pharmacists working in public health areas
3. Talk with pharmacy faculty involved in program
4. Talk with current PharmD students who are in the program

#### *Admission*

1. Meet with pharmacy advisor to discuss your plans to apply to the MPH program
2. If needed, meet with Drs. Beardsley or Weiss Smith to gain their perspective
3. Review admission criteria and procedures on MPH program website
4. Talk with Ms. Teena Maultsby about the admissions process
5. Retrieve application via MPH website
6. Complete application and submit as per Ms. Maultsby's instructions
7. When admitted, notify your pharmacy advisor of admission. An MPH advisor will be assigned to you initially. As you move through the program, you select a MPH advisor.

### *Registration*

1. Meet with both PharmD and MPH advisors to discuss future course work, concentration issues, and your MPH Plan of Study.
2. Include MPH course work on your PharmD Plan of Study and seek approval from your PharmD academic advisor
3. Turn in approved Plans of Study at respective PharmD and MPH offices
4. Contact Ms. Hayes, Student Affairs Office, Suite 722, to sign the Plan of Study and the Dual Degree Statement of Intent forms
5. Register for PharmD course via SURFS
6. Register for MPH courses as per instructions from Ms. Maultsby

### *Capstone*

1. Brainstorm possible ideas with faculty in both the PharmD and MPH programs
2. Develop a proposal for your capstone experience
3. Contact the coordinator of the MPH capstone experience (currently Dr. Sania Amr) and the MPH administrator (currently Mr. Jim Reynolds) to make sure that the idea meets the requirements of the MPH capstone experience
4. At the same time, contact the School of Pharmacy's Experiential Learning Office (currently, Dr. Hoai An Truong) to make sure that your idea meets the requirements of the School's Experiential Learning Program
5. Remain in contact with both PharmD and MPH faculty as you refine the project and eventually complete the experience
6. Fulfill the requirements of the capstone experience (report, presentation, etc.)

### Contact Individuals for PharmD Students Participating in the PharmD/MPH Program

<b>Faculty/Administrator</b>	<b>School</b>	<b>Phone</b>	<b>Role/Responsibility</b>
Dr. Sania Amr	SOM	6-1466	MPH Capstone Experience Course master
Dr. Robert Beardsley	SOP	6-7587	PharmD/MPH Program Advisor and School of Pharmacy Liaison
Dr. Cynthia Boyle	SOP	6-1495	Director of Experiential Learning Program
Ms. Margaret Hayes	SOP	6-6586	Director of Student Educational Services
Ms. Teena Maultsby	SOM	6-0539	MPH Program Academic Coordinator
Dr. J. Edward Moreton	SOP	6-7511	PharmD/MPH Program Advisor
Dr. Jill Morgan	SOP	6-4332	SOP Associate Dean for Student Affairs and PharmD/MPH Program Advisor
Ms. Katherine Pazdernik	SOM	6-3338	MPH Program Coordinator
Mr. Jim Reynolds	SOM		MPH Program Administrator
Dr. David Roffman	SOP	6-3215	SOP Associate Dean for Academic Affairs – PharmD/MPH Program Administration
Dr. Renee Royak-Schaler	SOM	6-1049	MPH Program Director
Dr. Tony Tommasello	SOP	6-7513	PharmD/MPH Program Advisor
Dr. Hoai-An Truong	SOP	6-3462	PharmD/MPH Program Advisor and Public Health (APPE) Elective Coursemaster
Dr. Sheila Weiss Smith	SOP	6-6989	PharmD/MPH Program Advisor and School of Pharmacy Liaison