

Important Dates & Deadlines

June – August 2024

- Designate a faculty coordinator for the Preliminary Round (local-level) CSC
- Review CSC Coordinator Handbook
- Ask ASHP state affiliate to sponsor the CSC (e.g., provide lunch, prizes, etc.)
- Work with school to secure funding for winning student team to attend the ASHP Midyear Clinical Meeting
- Complete online Form A by **July 15** (available at <http://www.ashp.org/clinicalskills>)
- Determine a date and time for the CSC (to be held before November 1)

August – September 2024

- CSC faculty coordinators receive **confidential** case and answer key (these documents will be emailed in early August)
 - *Note: student coordinators are not eligible to receive these files*
- Reserve room in school for CSC (ideally each table would have two chairs for teams to work together) or prepare virtual platform
- Reserve video equipment if recording oral presentations for judges
- Schedule an informational meeting for students to learn about the CSC
- Promote CSC in:
 - All didactic classes
 - Experiential rotations
 - Student Society of Health-System Pharmacy (SSHP)
 - Other pharmacy student societies
 - Pharmacy fraternities, sororities, organizations, etc.
 - ASHP state affiliate
- Display posters (enter your CSC's date/time) around your school to publicize the event. Posters are shipped to SSHP faculty advisors with ASHP's student membership materials in July and are available for download on the CSC website (available at <http://www.ashp.org/clinicalskills>).
- Display flyer from Wolters Kluwer Health about the free trial of Lexi-Complete® for students competing this year. The flyer is available on the CSC website (<http://www.ashp.org/clinicalskills>).
- Email, post online and/or print promotional flyer available online.
- Recruit judges for CSC (e.g., state affiliate members, experiential rotation preceptors, faculty, residents in local ASHP-accredited residency programs)
- Schedule judges' workshop/meeting to review case and evaluation forms
- Send students the following upon registering:
 - Competition date, time, and location
 - Patient Case and Pharmacist's Care Plan (blank form)
 - Practice case and answer key from previous local and national-level CSC competitions (also available online)
 - A list of references available during the competition
 - Evaluation criteria

September – October 2024

- Send judges the following before the competition:
 - Competition date, time, and location
 - Evaluation criteria
 - Official CSC Preliminary Round (local-level) case and answer key [**CONFIDENTIAL**]
- Conduct judges' workshop
 - Review case answer key, discuss scoring and questions for oral presentation round

September – October 2024 (cont.)

- Remind students of the local registration deadline to compete in the CSC
- Copy the official CSC local-level Preliminary Round case and the accompanying forms
- Gather references to be used in CSC
- Conduct CSC**
- Once winner information is known:
 - Ensure that winning team members have a current ASHP membership and submit their names via online Form B by November 1 (available at <http://www.ashp.org/clinicalskills>).
 - ASHP staff will process complimentary meeting registrations for winning team on a rolling basis (by November); notifications will be sent sometime in the month of November due to the large number of CSC participants
 - If needed, ASHP will process refunds for students who already purchased a meeting registration; however, refunds may take a few weeks to be reflected in the student's account or on their credit card/bank statement.
 - Work with the winning student team to plan travel itinerary and reserve hotel room(s) at the Midyear Clinical Meeting (see midyear.ashp.org); winning teams should plan to arrive the Friday before the National Competition to ensure they are ready to compete during their assigned timeslot on Saturday
- Report the winners of the CSC to the state affiliate and pharmacy school administration
- Provide feedback to student participants; Return case materials to students, distribute answer key and hold debrief session to discuss case

November 2024

- Prepare winners to participate in the National Clinical Skills Competition at the ASHP Midyear Clinical Meeting
 - All student participants will receive information from ASHP in early November related to competing in the National CSC at the ASHP Midyear Clinical Meeting – including details on final assigned competition time (for Saturday) and the status of their complimentary meeting registration

December 2024

- Saturday, December 7, 2024:** Semi-Final Round, National Clinical Skills Competition (*written*) held at the ASHP Midyear Clinical Meeting and Exhibition in New Orleans, Louisiana
 - Note: Closed session – only student participants allowed
- Sunday, December 8, 2024:** Final Round, National Clinical Skills Competition (*oral*) held at the ASHP Midyear Clinical Meeting and Exhibition in New Orleans, Louisiana
 - Note: Open session – all meeting registrants encouraged to attend
 - A case review session with the national case writer is scheduled immediately following the conclusion of the oral round (*this session is open to all student participants as well as all meeting registrants*)
- Monday, December 9, 2024:** The winning team of the National Clinical Skills Competition is announced during the Opening Session of the ASHP Midyear Clinical Meeting and Exhibition in New Orleans, Louisiana

February 2025

- [Date TBD]:** Case Study CE Webinar based on the 2024 CSC Local Case (*open to all ASHP members*)
- [Date TBD]:** Case Study CE Webinar based on the 2024 CSC National Case (*open to all ASHP members*)