



# The School of Pharmacy

## PHRM4071 Quality Use of Medicines

### QUM Research Focussed Placement, 2024 - Student Manual

#### What is Quality Use of Medicines (QUM)?

Quality Use of Medicines is one of the central objectives of the National Medicines Policy 2022.

The National Medicines Policy relies on a partnership approach between Government – Commonwealth, States and Territories, health educators, health practitioners, and other healthcare providers and suppliers, the medicines industry, healthcare consumers, and the media.

The policy states that the partners consider that all medicines should be used:

- **Judiciously** – medicines, whether prescribed, recommended, and/or self-selected should be used only when appropriate, with non-medicinal alternatives considered as needed;
- **Appropriately** - choosing the most appropriate medicine, considering factors such as the clinical condition being treated, the potential risks and benefits of treatment, dosage, length of treatment, and cost;
- **Safely** – misuse, including overuse and underuse, should be minimised; and
- **Efficaciously** – the medicines must achieve the goals of therapy by delivering beneficial changes in actual health outcomes.

To achieve quality use of medicines, people must be provided with the most appropriate treatment, and have the knowledge and skills to use medicines to their best effect. Health practitioners have a particularly important role to play in promoting the quality use of medicines, through good treatment choices, good communication with consumers, collaboration with other health practitioners, including across professional boundaries, the development and implementation of models of best practice, and maximising professional roles to provide optimal contribution from the various health practitioners. The URL address for the policy is

<http://www.health.gov.au/internet/main/publishing.nsf/Content/nmp-quality.htm-copy2>

#### PHRM4071 QUM Research Focussed Placement (healthcare workplace)

These placements are designed for the students to examine a Quality Use of Medicine (QUM) issue at the placement workplace. While on placements the students are to gain experience at the placement site as well as completing this QUM project.

The placements may be completed in countries other than Australia, and at any site, not necessarily pharmacy, if QUM is the theme of the project.



## QUM Research-Focused Placement Summary Sheet

Time	Tasks		Comments/References
	Preceptors	Students	
2 weeks prior	Receipt of placement manual	Contact Preceptors to confirm placement details	
1 week prior	Students to attend PHRM4071 Introductory Lecture Read: <ul style="list-style-type: none"> <li>• Instructions on placement for preceptors/students</li> <li>• Policy on the rights of patients in pharmacy education</li> <li>• <a href="http://ppl.app.uq.edu.au/content/3.10.04-placements-coursework-programs">http://ppl.app.uq.edu.au/content/3.10.04-placements-coursework-programs</a></li> </ul>		Refer to placement manual
Week 1-2	Project ideas and ethics approval discussed and agreed between Preceptor and Student	With Preceptor guidance, Student to complete and submit the PHRM4071 QUM Ethics and Project Outline Form on Blackboard	Refer to placement manual  Must be submitted prior to end of week 2
Week 1-4	Preceptor to guide and support student in gaining site experience and project development	Student to complete: <ul style="list-style-type: none"> <li>• 2 x SEAL Reflections</li> <li>• QUM project under Preceptor guidance and after all approvals for the project have been obtained (Site approval + School approval)</li> </ul> Towards the end of the placement (Week 4), student is to give a brief presentation of their QUM project to the placement site (formative)	SEAL Reflections to be submitted via ePortfolio links on Blackboard
Week 4 or Post-Placement	Preceptor to complete and return via ePortfolio <ul style="list-style-type: none"> <li>• Preceptor declaration</li> <li>• Preceptor evaluation</li> </ul>	Provide a copy of written QUM report/presentation in the timeframe discussed with Preceptor Student to submit written report and digital poster presentation to School	Submission of written assignment and digital poster via Blackboard submission links



## Before the Placement

1. Please read "Placement Expectations" within the Procedures Statement located [here](#) (Procedure's tab; Section 4. Procedures Statement)
2. A copy of the manual has been forwarded to each preceptor. If another manual is required, please email the Placements Team at [placements@pharmacy.uq.edu.au](mailto:placements@pharmacy.uq.edu.au)
3. All students are required to contact their Placement Preceptor 2- 4 weeks prior to the start of the placement to confirm the details of the placement.

## During the Placement

1. Wear the Placement Shirt and the correct Identification Badge; no placement can be undertaken without meeting this requirement.
2. DO NOT use any placement equipment (including all computers and electronic devices) unless prior approval has been given by the Preceptor.
3. Students are required to obtain experience at the placement site as well as complete the QUM project/written assignments. Please refer to the following guidelines for the PHRM4071 QUM research project focussed.
4. Students who have any placement problems or would like to discuss their placement with the course coordinator, please make an appointment via an e-mail request.

## After the Placement

1. The student must supply the Preceptor with a copy of the written report either at the end of the placement or prior to the submission of the report for assessment at the School. **Please note that your project and placement report are the work of a 4<sup>th</sup> year pharmacy student, and the information should not be represented as the work of a registered pharmacist.**
2. You must submit your written tasks and any other required data **via Turnitin** in Blackboard (NOT email).
  - All written work must be original to the current year, the current project, and be your own individual material, not a collaborative effort (some students will have permission to have shared data, but the reports must be individually written).
  - All work must respect patient, doctor and pharmacy staff confidentiality – all reports **MUST** be de-identified for these;
  - All files **MUST** be prefaced by your name, so the file is individually identifiable. e.g., Student Name Project Report.doc and with a maximum file size of 2MB.
  - Only **ONE** submission is allowed – **DO NOT** submit data in draft form.
  - All reports will be word counted;
  - Marking criteria for all assessments are available in the PHRM4071 ECP;
  - It is strongly suggested you upload to Blackboard 1-2 days prior to the final date to avoid any technical problems;
3. After the Placement, the School will ask the Placement Preceptor to complete:
  - Preceptor Evaluation of the Student; and
  - Preceptor Declaration (part of the Student Portfolio) to state that the placement was completed to their satisfaction



## What Projects and Objectives would be suitable for a QUM Research Focused Placement?

Any site activity that relates to be above statement/document would be suitable for this project. The QUM project may be quantitative or qualitative in nature and should concern issues relevant to the placement site. For example:

- If the placement site gives the opportunity to participate in activities, which improve drug safety or efficacy – use safety or efficacy as central objectives;
- If the placement site concentrates on communication with patients – develop objectives related to communication with consumers;
- If the placement requires the student to observe the activities of professionals and consumers at that site– develop objectives which reflect and illustrate the nature and importance of these activities.

### Key Points

- The project should be relevant to QUM at the placement site
- Plan the project with your Preceptor so the tasks are do-able in the placement time (4 weeks)
- Consider the complete plan for the project and then consider an objective for each stage of the project e.g. if you are conducting a literature search, include this as an objective
- The objectives must be readable and make sense to an independent reviewer
- For any surveys think carefully about biases you may introduce by asking certain questions
- You will be assessed against how well you met your objectives in both written and oral presentations – ensure you address objectives clearly in submitted work
- Refer to the Introductory Lecture for more information

## QUM Research Project Approval

**All QUM research projects must receive approval before commencement. The outline of these approvals include:**

1. **Initial approval from the Placement Preceptor** - the project must be agreed upon by consultation between the Placement Preceptor and the student. The QUM Research Project and Placement were designed to benefit the student and the workplace. The best projects have been those which have recognised this and have been designed to be relevant to QUM at that placement site.
2. **Academic Supervisor approval** - students must submit the QUM Ethics and Project Outline form (template provided on Blackboard) which describes their objectives, project plan and any other project-related material (e.g., proposed survey or questions, data collection tools, etc.) through the Blackboard electronic portal for approval from the course coordinator. Feedback will be given to the student if more information is required, and often multiple submissions are required before academic approval is given.
3. **Ethical approval for the Project (MUST be considered)** - Appropriate approvals must be given at the placement site; when there is a recognized Ethics Committee either an ethics approval or an exemption to ethics approval may be granted at the site. If the site considers the project does not have to be approved by the site Ethics Committee, you must state the person at the site who has the authority to endorse the project. If there is no recognized Ethics Committee at that site you will be given guidance by the Academic Supervisors (at the School) when you submit the following form on Blackboard.



- ALL students must submit a PHRM4071 QUM Ethics & Project Outline form on Blackboard (even if prior ethics approval or official ethics exemption has been granted by the placement site e.g., Queensland Health sites).
4. **Endorsement (where applicable):** - some projects may require endorsement by the institution in which they are conducted (e.g., hospital) and/or a relevant professional body (e.g., The Pharmacy Guild of Australia). Academic Supervisors will determine whether such endorsement is required and will liaise directly with students about the application process.
- **If approval is not obtained in this manner (i.e., the student does not submit their objectives and project plan), this will be deemed as a FAIL. Please refer to the PHRM4071 ECP.**

## Ethics and Project Approval for QUM Research

Reference: School of Pharmacy Ethics Committee guidance (February 2016)

### PHRM4071 Quality Use of Medicine Research Focused Placement: Guidance regarding ethical review

Students, under the supervision of their preceptor, identify, develop and undertake a practice-based research project that aims to improve the quality use of medicines. All projects require initial approval by the placement preceptor. The purpose of this document is to provide guidance to students and preceptors involved in student placements regarding appropriate ethical approval for their *quality use of medicines research-focused placement*.

All research needs to be conducted in accordance with legal and ethical requirements. The [\*National Statement on Ethical Conduct in Human Research\*](#) (NHMRC 2014a) provides guidance to researchers and Human Research Ethics Committees on assessing risk, types of consent and many other matters.

#### Additional resources include:

Information regarding ethical review at UQ: <http://www.uq.edu.au/research/integrity-compliance/human-ethics>

[Australian Code for the Responsible Conduct of Research](#) (NHMRC/AVCC 2007)

[Ethical Considerations in Quality Assurance and Evaluation Activities](#) (NHMRC 2014a)

#### Important terms

The *National Statement* (NHMRC 2014b) provides an accessible introduction to the key ethical considerations involved in research with human participants.

Many PHRM4071 projects are quality assurance activities that, when well-thought out and conducted, present few risks to the participants, the student, the workplace and broader health care team.

#### Negligible risk research

The expression "negligible risk research" describes research in which there is no foreseeable risk of harm or discomfort; and any foreseeable risk is no more than inconvenience. (NHMRC 2014b)

#### Low risk research

The expression "low risk research" describes research in which the only foreseeable risk is one of discomfort. Research in which the risk for participants is more serious than discomfort is not low risk. (NHMRC 2014b)

#### Quality assurance activity

An activity where the primary purpose is to monitor or improve the quality of service delivered by an individual or an organisation is a QA activity. (NHMRC 2014a)



Quality assurance activities often overlap with research in several respects, and require the same considerations as research projects, including risks, appropriate use of data, confidentiality and more.

## Ethical review of PHRM4071 projects

**All students undertaking PHRM4071 must complete the PHRM4071 QUM Ethics & Project Outline on Blackboard.**

Appropriately judging the level of ethical review required is an important consideration when planning a quality use of medicine project, whether it is considered "research" or "quality assurance".

Students are required to work with their preceptors to ensure that their project is consistent with the policies and procedures of the workplace, relevant legislation and professional practice guidelines.

PHRM4071 projects may be small one-off quality improvement activities or parts of larger research projects. Larger research projects will often need formal ethical review by a local committee, such as a Hospital Human Research Ethics Committee. This committee may approve the project or provide a letter noting that the project is exempt from formal ethical review. Due to time considerations, projects that require formal ethical review need to have received approval (or exemption) prior to the start of the student placement (this may have been obtained by your preceptor).

Ethics approval or exemption from the process must be granted at any placement site where there is a recognised Ethics Committee or the site indicates that, under sites processes, specific ethics approval is not required (e.g., a quality assurance audit). Under the latter circumstances, the project is to be approved at the site by a person with the authority to do so (often the Director of Pharmacy or the Assistant Director).

**NOTE:** The Academic Supervisors at the School cannot grant ethics approval for a project but will make comment and liaise with the placement site regarding the ethics approvals required). As well as site approval, all projects/project plans must be approved by the School.

**Guidance regarding ethical review can be obtained from:**

### 1. Academic supervisors for PHRM4071

Many PHRM4071 projects conducted by students are quality assurance activities with negligible risks. Formal ethical review through the School of Pharmacy Ethics Committee or a fully constituted Human Research Ethics Committee (HREC) is needed where there are foreseeable risks to participants.

The QUM Ethics and Project Outline checklist (available on Blackboard) provides guidance for considering ethical aspects of the project. Students need to consider the possible risks of their project and should design their project such that any possible risks are mitigated. Where possible, students should design their project such that the risks of the project are negligible.

All projects are submitted to academic staff in the School of Pharmacy. **Academic review** at this level is focused on identifying projects that require formal review at an ethics committee.

### 2. Human Research Ethics Committee

Projects that pose more than low/negligible risk are referred to a fully constituted Human Research Ethics Committee (HREC), such as the University of Queensland's *Medical Research Ethics Committee* or the *Behavioural and Social Sciences Ethical Review Committee*.

Depending on the location of the research, some projects may also need to be submitted to the HREC of the institution - this is the case for research conducted in Queensland Health hospitals. These institutions also have processes for considering low risk research.

**NOTE:** The Academic Supervisors at the School cannot grant ethics approval for a project but will make comment and liaise with the placement site regarding the ethics approvals required).



## References

NHMRC. 2014a. "Ethical Considerations in Quality Assurance and Evaluation Activities."  
<https://www.nhmrc.gov.au/guidelines-publications/e72> <https://www.nhmrc.gov.au/guidelines-publications/e111>.

———. 2014b. *National Statement on Ethical Conduct in Human Research*.  
<https://www.nhmrc.gov.au/guidelines-publications/e72>.

NHMRC/AVCC. 2007. *Australian Code for the Responsible Conduct of Research*.  
<https://www.nhmrc.gov.au/guidelines-publications/r39>.

## Useful Contacts

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Academic	Placements
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