



**DEPARTMENT OF
PHARMACY SERVICES
RESIDENCY PROGRAM**

**RESIDENCY COORDINATOR GROUP
TERMS OF REFERENCE**

MEMBERSHIP

Hospital Residency Coordinator(s)
Hospital-Oncology Residency Coordinator(s)
Primary Care Residency Coordinator(s)
HIV Specialty Residency Coordinator(s)
UHN Pharmacy Education/Research Coordinator(s)

Terms of Reference:

The UHN Residency Coordinator group meets at least twice yearly to organize, coordinate and strategize activities common to all the UHN pharmacy residency programs.

The group is comprised of the pharmacy department research/education coordinator and the coordinators for the four UHN pharmacy residency programs namely:

Hospital residency
Hospital residency with oncology focus
Primary Care Residency
HIV Specialty residency

Activities:

Plan and organize resident recruitment events including the UHN Residency open house and the residency information night.

Organize and carry out residency program quality initiatives.

Participate and share information from HPFRO meetings.

Coordinator residency applications and interviews.

Accreditation planning.

Discuss recommendations for improvement of the program(s) including issues arising for the Residency Advisory Committee (RAC), resident and preceptor feedback etc.

Responsibilities of the Members:

Attend and participate in meetings

Carry out activities as decided at meetings

Participate in note taking for meetings.

Drafted July 2015