

HIV ADVANCED (YEAR 2) PHARMACY RESIDENCY

Key Dates to Keep in Mind for your Residency Project – Timeline Considerations

Before start of residency	<ul style="list-style-type: none"> • Investigate potential topics • Submit potential project topics to coordinators
Month 1	<ul style="list-style-type: none"> • Background information search • Planning and brainstorming
Month 2	<ul style="list-style-type: none"> • Draft of proposal
Months 3-4	<ul style="list-style-type: none"> • Proposal review by RAC • Define a practical scope for project to be completed within the residency year • Submit for additional approvals as necessary: REB
Months 4-8	<ul style="list-style-type: none"> • Data collection
Months 9-10	<ul style="list-style-type: none"> • Final data collection • Data analysis
Months 11-12	<ul style="list-style-type: none"> • Manuscript write-up • Oral defense / presentation of project results and submission of first draft of manuscript to RAC • If possible, presentation of project results to TGH Immunodeficiency Clinic or MUHC Chronic Viral Illness Service
<i>Post Residency:</i> Deadline 30 days after end of residency	<ul style="list-style-type: none"> • Submission of completed manuscript to residency coordinators and project preceptor(s) for review & comments
Deadline 90 days after end of residency	<ul style="list-style-type: none"> • Revision of manuscript as per comments received • Final manuscript submitted to project preceptor(s) and residency directors and coordinators • Final manuscript submitted for binding • Electronic version uploaded to Faculty (needed to have Dean sign residency certificate)

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After residency	<ul style="list-style-type: none"> • Discuss with preceptors to set timeline for manuscript publication • Finalize manuscript if needed for publication submission
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- 1) Manuscript Publication. Residents are strongly encouraged to submit their project manuscript for publication in a scientific-peer reviewed journal as soon as possible after the end of the residency program.
- 2) Abstract submission for poster/oral presentation. Residents are strongly encouraged to present the results of their project at a pharmacy and/or a specialized HIV conference either during or following completion of their residency program (selection according to when results are available/abstract submission deadlines, and topic of project). Some conferences to consider include the following:

Submission Deadline	Conference
mid-June	<ul style="list-style-type: none"> • CSHP Ontario Branch – poster and oral presentations • ACCP abstract deadline for fall AGM conference (https://www.accp.com)
October	<ul style="list-style-type: none"> • Abstract deadline for poster and oral presentations at CSHP Professional Practice Conference (https://www.cshp.ca/poster-abstract-submissions) • Abstract deadline for ASHP mid-year poster presentations at ASHP mid-year, December (https://www.ashp.org)
Mid-late September	<ul style="list-style-type: none"> • Conference on Retroviruses and Opportunistic Infections (CROI) http://www.croiconference.org/information/important-dates
roughly January	<ul style="list-style-type: none"> • CAHR Conference – abstract submissions (https://www.cahr-acrv.ca/conference/) • International AIDS Conference – abstract submissions (https://www.iasociety.org) • International Workshop on HIV Pharmacology – abstract submissions (www.virology-education.com)



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- 3) Awards. Residents are encouraged to submit their project to the Canadian Society of Hospital Pharmacists Awards Program (i.e., Pharmacy Practice Residency Award, <https://www.cshp.ca/pharmacy-practice-residency-award> and <https://www.cshp.ca/ontario-residency-awards>). Deadline for submission is usually August of each year.