



PHARMACEUTICAL
SOCIETY OF UGANDA



THE REPUBLIC OF UGANDA
MINISTRY OF HEALTH

LOG BOOK AND ASSESSMENT TOOLS

OF INTERN PHARMACISTS
IN UGANDA



Second Edition
October 2024



The PSU Anthem:



With Medicines We Serve

Verse 1

Pharmaceutical Society of Uganda,
A beacon of pharmacy excellence,
Experts in drug discovery and design,
Developing medicines, Diligent manufacturers
of every medicine,
Ensuring drug quality, safety and efficacy
For health and well-being all around.

Chorus

A society of pharmacists strong,
Dedicated to the well-being of all,
In unity, we belong *2
Together we stand, united we rise,
In service to our nation's health,
Per medicatum servium
With medicines we serve.

Verse 2

Pharmaceutical Society of Uganda,
Linking health and chemical sciences,
For the care of human and animal.
Leading the way with professional pride,
Securing standards high and true,
Advancing pharmacy practice far and wide,
For the betterment of me and you.

Verse 3

Members united in purpose and cause,
Strengthening Pharmacy training,
Ethics upheld, Welfare for all fulfilled
Advancing patient care with passion,
Safeguarding public health with zeal,
Aiming for excellence in every fashion
A legacy that is crystal clear

INTERN PHARMACIST'S DATA FORM

Name

Provisional COP Number.....

Name of the Supervisor to over see the entire Internship at Primary and External Rotation sites

.....

Names of Supervisors at external rotation sites (Supervisor Name & Rotation site)

.....

.....

.....

.....

Period of Internship (Dates for this Internship).....

Additional Periods of Internship if any

Foreword

To all intern pharmacists,

As you embark on this transformative journey, remember that the art of pharmacy is about making a profound impact on the lives of patients and communities. Through dedication, perseverance, and a relentless pursuit of excellence, you will develop the expertise, skills, and compassion necessary to deliver exceptional patient care, develop and manufacture quality medicines, contribute to cutting-edge research and innovation, and shape healthcare policy and regulation.

Upon Your registration as a pharmacist, you will work in various settings, from clinical practice to industry, academia, and government, applying your knowledge and skills to provide patient-centered care and optimize medication therapy, develop, test, and manufacture safe and effective medicines, conduct research and drive innovation in pharmaceutical sciences, inform and shape healthcare policy and regulation, and collaborate with healthcare professionals and stakeholders to improve health outcomes.

This log book and assessment tool are designed to guide and support your growth, challenging you to think critically, reflect deeply, and strive for mastery. As you navigate these pages, keep in mind that your ultimate goal is not just to complete a requirement, but to become a visionary pharmacist, equipped to shape the future of healthcare and improve lives.

In this pursuit, uphold the highest standards of ethical conduct, integrity, and professionalism. Prioritize patient-centered care, respect confidentiality, and maintain accurate records.

I wish you all the best on this journey, and I have every confidence that you will emerge as leaders, innovators, and champions of healthcare excellence.



Dr. Martha Grace Ajulong

Commissioner, Pharmaceuticals and Natural Medicines
Ministry of Health, Uganda

Preface

The Pharmaceutical Society of Uganda (PSU), established by the Pharmacy and Drugs Act, is the national professional body for pharmacists in Uganda. Our governing Council ensures the highest standards in pharmacy practice. We're dedicated to advancing the profession and promoting excellence.

I'm delighted to introduce the revised Internship Logbook for Ugandan intern pharmacists, a vital tool shaping our profession's future. This logbook has been meticulously reviewed and enhanced by experienced pharmacists from diverse settings, ensuring its relevance and effectiveness.

The PSU Council recognizes the importance of providing a comprehensive and structured learning experience for our intern pharmacists. This logbook serves as a roadmap for their professional development, guiding them through essential skills, knowledge, and competencies required to excel.

In accordance with Section 7 of the Pharmacy and Drugs Act, completing this internship and passing the qualifying examinations are crucial steps towards PSU membership. By fulfilling these requirements, intern pharmacists demonstrate their commitment to upholding the highest standards of pharmaceutical care.

The logbook's framework fosters critical thinking, problem-solving, and decision-making abilities, promoting reflection, self-assessment, and continuous learning. By using this logbook, intern pharmacists will be well-prepared to address complex healthcare needs.

The intern assessment tool evaluates clinical skills, managerial skills, attitude, ethical conduct, research skills, and behavioral competences. Divided into four quarters, each quarter includes a report and assessment. Monthly summaries and weekly activity descriptions ensure continuous monitoring.

I thank the review team for their expertise and dedication. I encourage all intern pharmacists to utilize this valuable resource and wish them success in becoming competent and compassionate pharmacists.

Per medicamentum servimus (*With medicines, we serve*),



Dr. Lutoti Stephen

Secretary, Pharmaceutical Society of Uganda

Acknowledgement

The statutory requirements for membership of the Pharmaceutical Society of Uganda (PSU) are provided under section 7 of the Pharmacy and Drugs Act (1970). Under subsection (1)b of this section, the requirement for completion of a **“practical training of such description and for such period as may be prescribed by byelaws made by the Council”** is specified. This **“practical training”** is what we commonly refer to as “internship” and runs for at least one year in internship centres supervised by a registered pharmacist authorized by the council for this purpose.

Pharmacist internship is crucial for all aspiring members of PSU because it offers an opportunity for hands-on training under the supervision of experts in the field. This enables the application of theoretical knowledge acquired from pharmacy school while at university in a real-life setting. This period also allows the intern to develop communication, empathy and diagnostic skills through interaction with patients and colleagues in the workplace. Additionally, it is an opportunity for interns to explore their future career options, network and build professional relationships, and get mentorship from the seniors. Ultimately, this builds their confidence, emotional intelligence and resilience, so that they are able to adapt to the various demands in the work environment.

To attain the above, it is crucial that the internship is well structured. This ensures that the intern goes through the same intellectual and professional rigor of training and skills development irrespective of the internship site. It also helps the internship supervisors to focus the training on those aspects that are essential to the pharmacist’s crucial role as a core member of the healthcare team. This is what makes the Pharmacist Internship Logbook and Assessment Tool such a crucial resource in the professionalization process of a pharmacist.

For this reason, I am very pleased to acknowledge the contributions of all pharmacist experts who participated in the revision of the Tool. I wish to convey my deepest gratitude to Dr. Jonathan Mugeru (Pharmacist Kitovu Hospital), Chair of the Taskforce on Revision of the **Pharmacist Internship Logbook and Assessment Tool**, for his exceptional leadership and dedication throughout the review process.

I would also like to heartily appreciate the invaluable contributions of the following pharmacists:

- | | |
|--|---|
| 1. Dr. Kabugo Rodgers Charles
(Deus Primus (U) Ltd, Importers and
Distributors of Pharmaceuticals) | 9. Dr. Kabagambe Hellen
(Naguru Hospital) |
| 2. Dr. Emma Mbabazi
(Quality Chemical Industries Ltd) | 10. Dr. Kibirige Joseph
(Victoria University) |
| 3. Dr. Kayima Ronald
(Kampala International University/
Ishaka Adventist Hospital) | 11. Dr. Jessica Namuyanja
(Uganda Heart Institute) |
| 4. Dr. Okello Bosco
(Astra Pharma/ Makerere University) | 12. Dr. Oboi Francis
(Soroti Regional Referral Hospital) |
| 5. Dr. Kyambadde Deo
(Uganda Cancer Institute) | 13. Dr. Falisy Lule
(Kiruddu Regional Referral Hospital) |
| 6. Dr. Okiror Le-Marine Adakun
(Rene Industries Ltd) | 14. Dr. Silas Ojuka
(Uganda Heart Institute) |
| 7. Dr. Mubiru Michael
(Lubaga Hospital) | 15. Dr. Geoffrey O’Mara
(Uganda People’s Defence Forces) |
| 8. Dr. Abalo Caroline
(National Medical Stores) | 16. Dr. Martha Ajulong
(Ministry of Health) |
| | 17. Dr. Ibrahim Ssentambule
(Uganda Heart Institute) |

- | | |
|---|---|
| <p>18. Dr. Eleth Nyirankusi
(Uganda Heart Institute)</p> <p>19. Dr. Timothy Kabonero
(Masaka Regional Referral Hospital)</p> <p>20. Dr. Timothy Muwanguzi
(Mubende Regional Referral Hospital)</p> <p>21. Dr. James Ochan
(National Drug Authority)</p> <p>22. Dr. Benjamin Mwesige
(Uganda Cancer Institute)</p> <p>23. Dr. Gudoi Agnes Nabulwa
(Safe Script Pharmacy/Alpha Clinic)</p> <p>24. Dr. John Mwigo Banobere
(Chair, PSU Legal Committee/Partner,
Datum Advocates)</p> | <p>25. Dr. Faridah Khaukha
(PSU Council Member/Surgipharm)</p> <p>26. Dr. Christopher Luzinda
(National Drug Authority)</p> <p>27. Dr. Peter Buzaare
(Mbarara Regional Referral Hospital)</p> <p>28. Dr. Elishah Niwagaba
(Community Pharmacist)</p> <p>29. Dr. Mary Goretti Atim
(Kawempe National Referral Hospital)</p> <p>30. Dr. Keren Ebong
(Mulago National Referral Hospital)</p> |
|---|---|

My special appreciations go to Dr. Stephen Lutoti, Secretary of the Pharmaceutical Society of Uganda, for his exceptional coordination and oversight; Dr. Martha Grace Ajulong, the Commissioner of Pharmaceuticals and Natural Medicines at the Ministry of Health, for generously dedicating her time and expertise during the revision process; and Dr. Rodney Tabaruka, the Ag. Registrar Pharmacy Board at the Ministry of Health, for his invaluable guidance and support during the development of this Tool.

To all Pharmacist Interns, I would like to introduce to you this revised ***Pharmacist Internship Logbook and Assessment Tool***. This logbook will guide your internship experience and enable your assessment, ensuring that competency standards for pharmacy practice are achieved during the internship. To all internship Supervisors, we appreciate the great work you do for PSU and the country at large. I hope that this Tool will make your work a little bit easier and much more fruitful.

I urge all interns to diligently record their experiences, reflections, and achievements, and the supervisors to provide constructive feedback using this tool. I am fully convinced that the effective use of this tool will enhance pharmacy internship training, leading to registrable pharmacists who are ready to provide high-quality pharmaceutical services to the country.

Thank you for your commitment to excellence.

Per medicatum servium.

(With medicines, we serve).



Dr. Jonans Tusiimire

President, Pharmaceutical Society of Uganda

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QUARTER ONE OF INTERNSHIP

LOG OF ACTIVITIES UNDER TAKEN IN QUARTER ONE

MONTH 1 :

SUPERVISOR'S Name:..... Reg. No:.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

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.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 2 :

SUPERVISOR'S Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

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Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 3 :

SUPERVISOR'S Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

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Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

ASSESSMENT FORM FOR QUARTER ONE OF INTERNSHIP

This is a first quarter assessment form which should be filled by both the intern and supervisor. The intern will be assessed on the following competences.

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
GENERAL ABILITY & MANAGEMENT	To Plan	3		
	To Organise	2		
	To Report	4		
	CPDs participation	4		
	Coordination of activities	3		
	Resources management	3		
	(OUT OF 15)			
PROFESSIONALISM & ETHICAL CONDUCT	Adherence to professional regulations and requirements	5		
	No evidence of professional negligence	3		
	No evidence of professional malpractice	3		
	Follows appropriate dress code	3		
	Time management	3		
	Exhibiting privacy and confidentiality	2		
	Prioritizing patients needs	2		
No evidence of doing any harm to a patient	2			
No evidence of substance abuse	2			
(OUT OF 25)				

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
INTERPERSONAL SKILLS (Communication skills and interpersonal relationships) (OUT OF 10)	Act as a member of the team	2		
	Cooperative with peers	2		
	Communicates as per the needs of patients, families and groups.	2		
	Active listening	2		
TECHNICAL SKILLS (IN RESPECT TO AREA OF ROTATION) (OUT OF 20)	Expresses him/herself clearly verbally and in writing	2		
	Refer to annexes for the different areas of rotation and get an average score for the 3 months	20		
RESEARCH SKILLS (OUT OF 10)	Participate in development and implementation of operational and action research projects	5		
	Participate in desk review research	5		
	Ability to generate a variety of ideas and solutions to problems	5		
CREATIVITY AND INNOVATION (OUT OF 10)	Willingness to adapt to new information, changing conditions and unexpected obstacles	5		
DAYS OF ABSENTEESM NB. This excludes annual leave only (OUT OF 10)	None	10		
	<7 days	7		
	7 -14 days	3		
	➤ 14 days	0		
TOTAL		100	_____	_____

GRADING

SCORE	GRADE	Tick <input checked="" type="checkbox"/>	INTERPRETATION
90+	Outstanding		Competent
80-89	Very good		
70-79	Good		
50-69	Average		Not competent (to repeat)
<50	Poor		

Performance gaps

.....

Actions to improve performance:

.....

Supervisor's comments:

.....

Supervisor's Signature:

QUARTER TWO OF INTERNSHIP

LOG OF ACTIVITIES UNDER TAKEN

MONTH 4 :

SUPERVISOR'S Name: Reg. No:

Area of Rotation:

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 5 :

SUPERVISOR'S Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

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Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 6 :

SUPERVISOR'S Name:..... **Reg. No.:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

ASSESSMENT FORM FOR QUARTER TWO OF INTERNSHIP

This is a Second quarter assessment form should be filled by both the intern and supervisor.
The intern will be assessed on the following competences.

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
GENERAL ABILITY & MANAGEMENT	To Plan	3		
	To Organise	2		
	To Report	4		
	CPDs participation	4		
	Coordination of activities	3		
	Resources management	3		
	(OUT OF 15)			
PROFESSIONALISM & ETHICAL CONDUCT	Adherence to professional regulations and requirements	5		
	No evidence of professional negligence	3		
	No evidence of professional malpractice	3		
	Follows appropriate dress code	3		
	Time management	3		
	Exhibiting privacy and confidentiality	2		
	Prioritizing patients needs	2		
No evidence of doing any harm to a patient	2			
No evidence of substance abuse	2			
(OUT OF 25)				

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
INTERPERSONAL SKILLS (Communication skills and interpersonal relationships) (OUT OF 10)	Act as a member of the team	2		
	Cooperative with peers	2		
	Communicates as per the needs of patients, families and groups.	2		
	Active listening	2		
TECHNICAL SKILLS (IN RESPECT TO AREA OF ROTATION) (OUT OF 20)	Expresses him/herself clearly verbally and in writing	2		
	Refer to annexes for the different areas of rotation and get an average score for the 3 months	20		
RESEARCH SKILLS (OUT OF 10)	Participate in development and implementation of operational and action research projects	5		
	Participate in desk review research	5		
	Ability to generate a variety of ideas and solutions to problems	5		
CREATIVITY AND INNOVATION (OUT OF 10)	Willingness to adapt to new information, changing conditions and unexpected obstacles	5		
DAYS OF ABSENTEESM NB. This excludes annual leave only (OUT OF 10)	None	10		
	<7 days	7		
	7 -14 days	3		
	➤ 14 days	0		
TOTAL		100	_____	_____

GRADING

SCORE	GRADE	Tick <input checked="" type="checkbox"/>	INTERPRETATION
90+	Outstanding		Competent
80-89	Very good		
70-79	Good		
50-69	Average		Not competent (to repeat)
<50	Poor		

Performance gaps

.....

Actions to improve performance:

.....

Supervisor's comments:

.....

Supervisor's Signature:

QUARTER THREE OF INTERNSHIP

MONTH 7 :

SUPERVISOR'S Name: Reg. No:

Area of Rotation:

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 8 :

SUPERVISOR'S Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 9 :

SUPERVISOR'S Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

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Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

ASSESSMENT FORM FOR QUARTER THREE OF INTERNSHIP

This is a third quarter assessment form which should be filled by both the intern and supervisor. The intern will be assessed on the following competences.

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
GENERAL ABILITY & MANAGEMENT	To Plan	3		
	To Organise	2		
	To Report	4		
	CPDs participation	4		
	Coordination of activities	3		
	Resources management	3		
(OUT OF 15)				
PROFESSIONALISM & ETHICAL CONDUCT	Adherence to professional regulations and requirements	5		
	No evidence of professional negligence	3		
	No evidence of professional malpractice	3		
	Follows appropriate dress code	3		
	Time management	3		
	Exhibiting privacy and confidentiality	2		
	Prioritizing patients needs	2		
	No evidence of doing any harm to a patient	2		
No evidence of substance abuse	2			
(OUT OF 25)				

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
INTERPERSONAL SKILLS (Communication skills and interpersonal relationships) (OUT OF 10)	Act as a member of the team	2		
	Cooperative with peers	2		
	Communicates as per the needs of patients, families and groups.	2		
	Active listening	2		
TECHNICAL SKILLS (IN RESPECT TO AREA OF ROTATION) (OUT OF 20)	Expresses him/herself clearly verbally and in writing	2		
	Refer to annexes for the different areas of rotation and get an average score for the 3 months	20		
RESEARCH SKILLS (OUT OF 10)	Participate in development and implementation of operational and action research projects	5		
CREATIVITY AND INNOVATION (OUT OF 10)	Participate in desk review research	5		
	Ability to generate a variety of ideas and solutions to problems	5		
DAYS OF ABSENTEESM NB. This excludes annual leave only (OUT OF 10)	Willingness to adapt to new information, changing conditions and unexpected obstacles	5		
	None	10		
	<7 days	7		
	7 -14 days	3		
TOTAL	➤ 14 days	0		
		100	_____	_____

GRADING

SCORE	GRADE	Tick <input checked="" type="checkbox"/>	INTERPRETATION
90+	Outstanding		Competent
80-89	Very good		
70-79	Good		
50-69	Average		Not competent (to repeat)
<50	Poor		

Performance gaps

.....

Actions to improve performance:

.....

Supervisor's comments:

.....

Supervisor's Signature:

QUARTER FOUR OF INTERNSHIP

LOG OF ACTIVITIES UNDERTAKEN

MONTH 10 :

SUPERVISOR'S Name:..... Reg. No:.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 11 :

SUPERVISOR's Name:..... **Reg. No:**.....

Area of Rotation:.....

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
WEEK FOUR From..... to.....	
From..... to.....	

Interns Comments:

.....

Intern's Signature

Supervisor's comments:

.....

Supervisor's Signature:

MONTH 12 :

SUPERVISOR's Name: **Reg. No:**

Area of Rotation:

Week	Description of activities done
WEEK ONE From..... to.....	
WEEK TWO From..... to.....	
WEEK THREE From..... to.....	

Week	Description of activities done
<p>WEEK FOUR</p> <p>From..... to.....</p>	
<p>From..... to.....</p>	

Interns Comments:

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Intern's Signature

Supervisor's comments:

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Supervisor's Signature:

ASSESSMENT FORM FOR QUARTER FOUR OF INTERNSHIP

This is a fourth quarter assessment form which should be filled by both the intern and supervisor. The intern will be assessed on the following competences.

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
GENERAL ABILITY & MANAGEMENT	To Plan	3		
	To Organise	2		
	To Report	4		
	CPDs participation	4		
	Coordination of activities	3		
	Resources management	3		
(OUT OF 15)				
PROFESSIONALISM & ETHICAL CONDUCT	Adherence to professional regulations and requirements	5		
	No evidence of professional negligence	3		
	No evidence of professional malpractice	3		
	Follows appropriate dress code	3		
	Time management	3		
	Exhibiting privacy and confidentiality	2		
	Prioritizing patients needs	2		
No evidence of doing any harm to a patient	2			
No evidence of substance abuse	2			
(OUT OF 25)				

Competence	Performance indicator	Maximum Score	Intern's Self Assessment	Supervisor's Assessment
INTERPERSONAL SKILLS (Communication skills and interpersonal relationships) (OUT OF 10)	Act as a member of the team	2		
	Cooperative with peers	2		
	Communicates as per the needs of patients, families and groups.	2		
	Active listening	2		
TECHNICAL SKILLS (IN RESPECT TO AREA OF ROTATION) (OUT OF 20)	Expresses him/herself clearly verbally and in writing	2		
	Refer to annexes for the different areas of rotation and get an average score for the 3 months	20		
RESEARCH SKILLS (OUT OF 10)	Participate in development and implementation of operational and action research projects	5		
	Participate in desk review research	5		
	Ability to generate a variety of ideas and solutions to problems	5		
CREATIVITY AND INNOVATION (OUT OF 10)	Willingness to adapt to new information, changing conditions and unexpected obstacles	5		
DAYS OF ABSENTEESM NB. This excludes annual leave only (OUT OF 10)	None	10		
	<7 days	7		
	7 -14 days	3		
	➤ 14 days	0		
TOTAL		100	_____	_____

GRADING

SCORE	GRADE	Tick <input checked="" type="checkbox"/>	INTERPRETATION
90+	Outstanding		Competent
80-89	Very good		
70-79	Good		
50-69	Average		Not competent (to repeat)
<50	Poor		

Performance gaps

.....

Actions to improve performance:

.....

Supervisor's comments:

.....

Supervisor's Signature:

ASSESSMENT OF TECHNICAL SKILLS OF INTERN PHARMACISTS (OUT OF 20 MARKS)

- Deployment in Hospital / Clinical Setting for 6 Months (two quarters) is minimum Required for every Intern Pharmacist
 - Two External Rotation mandatory one of which must be a community pharmacy

ASSESSMENT OF TECHNICAL SKILLS OF INTERN PHARMACISTS IN HOSPITAL/ CLINICAL SETTING

Quarter ONE (MONTHS 1-3)

ASSESSING TECHNICAL SKILLS OF THE INTERN PHARMACIST IN A HOSPITAL SETTING

(PHARMACEUTICAL CARE, DRUG SUPPLY MANAGEMENT AND QUALITY MANAGEMENT)

Note: **Maximum of 2 marks per indicator**

	Performance indicator	Score
1.	Participates in ward rounds (24 rounds in a quarter i.e 2 per week)	
2.	Read, interpret and evaluate prescriptions (not less than 100 prescriptions per quarter)	
3.	Participate in monthly stock taking and regular updating of stock records (at least once in a quarter and documented on stock records).	
4.	Ability to provide information on National Health matters such as immunization, HIV/AIDS, TB, Nutrition, NCDs, etc	
5	Demonstrates use of different medicine arrange in store room according to FEFO, FIFO, LIFO, LIFO, etc	
6	Participates in certification of deliveries from suppliers	
7	Demonstrates the ability to perform pharmacist's intervention activities by identifying and solving drug related problems.	
8	Participates in Medicines and Therapeutics Committee (MTC) activities	
9	Participates in reporting ADRs, product complaints, product recalls, etc	
10.	Ability to recommend to other health professionals on appropriate medicines to patients	
TOTAL SCORE / 20 MARKS		

Quarter TWO (MONTHS 4-6).

ASSESSING INTERN IN A HOSPITAL SETTING
(PHARMACEUTICAL CARE, DRUG SUPPLY MANAGEMENT AND QUALITY MANAGEMENT)

Note: **Maximum of 2 marks per indicator**

	Performance indicator	Score
1.	Participates in ward rounds (24 rounds in a quarter i.e 2 per week)	
2.	Read, interpret and evaluate prescriptions (not less than 100 prescriptions per quarter)	
3.	Participate in monthly stock taking and regular updating of stock records (at least once in a quarter and documented on stock records).	
4.	Ability to provide information on National Health matters such as immunization, HIV/AIDS, TB, Nutrition, NCDs, etc	
5	Demonstrates use of different medicine arrange in store room according to FEFO, FIFO, LIFO, LIFO, etc	
6	Participates in certification of deliveries from suppliers	
7	Demonstrates the ability to perform pharmacist's intervention activities by identifying and solving drug related problems.	
8	Participates in Medicines and Therapeutics Committee (MTC) activities	
9	Participates in reporting ADRs, product complaints, product recalls, etc	
10.	Ability to recommend to other health professionals on appropriate medicines to patients	
TOTAL SCORE / 20		

Quarter THREE (MONTHS 7-9)

ASSESSING INTERN IN A HOSPITAL SETTING
(PHARMACEUTICAL CARE, DRUG SUPPLY MANAGEMENT AND QUALITY MANAGEMENT)

Note: **Maximum of 2 marks per indicator**

Performance indicator	Score
1. Participates in ward rounds (24 rounds in a quarter i.e 2 per week)	
2. Read, interpret and evaluate prescriptions (not less than 100 prescriptions per quarter)	
3. Participate in monthly stock taking and regular updating of stock records (at least once in a quarter and documented on stock records).	
4. Ability to provide information on National Health matters such as immunization, HIV/AIDS, TB, Nutrition, NCDs, etc	
5. Demonstrates use of different medicine arrange in store room according to FEFO, FIFO, LIFO, LIFO, etc	
6. Participates in certification of deliveries from suppliers	
7. Demonstrates the ability to perform pharmacist's intervention activities by identifying and solving drug related problems.	
8. Participates in Medicines and Therapeutics Committee (MTC) activities	
9. Participates in reporting ADRs, product complaints, product recalls, etc	
10. Ability to recommend to other health professionals on appropriate medicines to patients	
TOTAL SCORE / 20	

Quarter FOUR (MONTHS 10-12)

ASSESSING INTERN IN A HOSPITAL SETTING

(PHARMACEUTICAL CARE, DRUG SUPPLY MANAGEMENT AND QUALITY MANAGEMENT)

Note: **Maximum of 2 marks per indicator**

Performance indicator	Score
1. Participates in ward rounds (24 rounds in a quarter i.e 2 per week)	
2. Read, interpret and evaluate prescriptions (not less than 100 prescriptions per quarter)	
3. Participate in monthly stock taking and regular updating of stock records (at least once in a quarter and documented on stock records).	
4. Ability to provide information on National Health matters such as immunization, HIV/AIDS, TB, Nutrition, NCDs, etc	
5. Demonstrates use of different medicine arrange in store room according to FEFO, FIFO, LIFO, LIFO, etc	
6. Participates in certification of deliveries from suppliers	
7. Demonstrates the ability to perform pharmacist's intervention activities by identifying and solving drug related problems.	
8. Participates in Medicines and Therapeutics Committee (MTC) activities	
9. Participates in reporting ADRs, handling product complaints, product recalls, etc	
10. Ability to recommend to other health professionals on appropriate medicines to patients	
TOTAL SCORE / 20	

ASSESSMENT OF INTERN PHARMACISTS AT EXTERNAL ROTATIONS

ASSESSING INTERN PHARMACISTS IN A COMMUNITY PHARMACY (Minimum of 2 months during internship).

Note: **Maximum of 2 marks per indicator**

	Performance indicator	Score
1.	Demonstrates understanding of the legal framework of community pharmacy practice.	
2.	Ability to handle customers with empathy, patience, difficult situations and responsiveness to patient needs.	
3	Proficiency in using pharmacy management software and electronic health records	
4	Ability to accurately dispense prescriptions	
5	Ability to understand cost management, budgeting, revenue generation and profitability	
6	Ability to certify supplies from suppliers.	
7	Ability to work in teams	
8	Ability to identify and resolve medicine related problems	
9	Compliance with controlled substance management and proper record keeping.	
10	Ability to demonstrate <i>Pharmacist initiated therapy</i> where necessary	
TOTAL SCORE / 20		

ASSESSING INTERN PHARMACISTS IN A MANUFACTURING FACILITY

Note: Maximum of 2 marks per indicator

Performance indicator	Score
1. Work effectively with in the structure of pharmaceutical industry (5 departments)	
2. Demonstrates ability to select, clean and use equipment correctly (5 units)	
3. Calculate, measure and mix formulation ingredients to prepare products (5 batches)	
4. Select appropriate packaging containers and closures for the prepared products	
5. Pack and label appropriately the prepared products	
6. Conduct stability tests on finished products to determine shelf life	
7. Interpret and apply concepts and principles of cGMP	
8. Adheres to QA and QC Measures during the production process.	
9. Manage proper handling and disposal of pharmaceutical wastes	
10. Demonstrates understanding of activities performed in stores	
TOTAL SCORE / 20	

ASSESSING INTERN PHARMACISTS IN A REGULATORY SETTING

(Pharmaceutical law, policy and regulation)

Note: **Maximum of 2 marks per indicator**

Performance indicator	Score
1. Demonstrate ability to understand the legal framework of pharmacy practice in Uganda (5 National Acts)	
2. Demonstrates knowledge of the functions, roles and interlinkages of the pharmaceutical sector statutory bodies. (5 bodies)	
3. Demonstrates knowledge of registration procedures, medicine registers and their importance in medicine control (5 steps)	
4. Evaluate and assess compliance of pharmaceutical product dossiers with pharmacopeial standards (5 dossiers)	
5. Ability to explain the basic principles and procedures for licensing pharmaceutical manufacturers and outlets.	
6. Demonstrate knowledge of basic principles and procedures involved in importation, exportation, verification and release of pharmaceutical and medical supplies consignments	
7. Demonstrate knowledge on the basic information on cGMP in relation to pharmaceutical manufacturing facility.	
8. Demonstrate knowledge of the basic information on pharmacovigilance and tools (at least 2 reports)	
9. Knowledge of clinical trials and criteria used in approval of protocols	
10. Applying the interpretation and use of SOPs to analyze pharmaceutical sample and exposures to QC/QA Lab. (at least 5 tests)	
TOTAL SCORE / 20	

ASSESSING INTERN PHARMACISTS IN A WAREHOUSE/PROJECT/NGO SETTING (Award marks to where applicable)
(Pharmaceutical Supply Chain Management)

Note: **Maximum of 2 marks per indicator**

	Performance indicator	Score
1.	Demonstrates an understanding of medicines management cycle	
2.	Establish and maintain a record keeping system in a pharmaceutical setting	
3	Participate in development and implementation of a procurement plan.	
4	Apply different quantification techniques according to the setting	
5	Demonstrate aclear understanding of documents used in management of medicine supply chain.	
6	Apply RUM principles to inform supply chain	
7	Demonstrates knowledge and understanding of key stakeholders in procurement and SCM of medicines.	
8	Ability to perform tasks with in record time	
9	Ability to learn new activities in particular project	
10	Ability to apply pharmacy knowledge in a particular project or program.	
TOTAL SCORE / 20		

ASSESSING INTERN PHARMACISTS IN A VETERINARY SETTING

Note: Maximum of 2 marks per indicator

	Performance indicator	Score
1.	Correctly identifies the veterinary formulations, complete and store the dispensing records	
2	Reads and identifies animal diagnosis	
3	Prepare, pack and correctly label animal medicines	
4	Ensure Rational Use of Medicines with reference to environmental health and one health concept	
5	Observes and maintains quality assurance of pharmaceuticals in the pharmacy and with users	
6	Attends and actively participates in farm visits for veterinary care provisions	
7	Interprete and monitor efficacy of pharmaceuticals	
8	Reports ADRs observed in animals	
9	Develop plan of action and advise vet prescribers accordingly	
10	Demonstrates knowledge and understanding of drug withdraw periods	
TOTAL SCORE / 20		

ASSESSING INTERN PHARMACISTS IN A HERBAL & TRADITIONAL PRODUCTS SETTING

Note: Maximum of 2 marks per indicator

Performance indicator	Score
1. Interpret the laws governing the traditional and herbal medicines in Uganda appropriately	
2. Identify and classify commonly known and used botanicals and other natural sources of medicines	
3. Demonstrate knowledge of extraction methods for active ingredients from natural sources	
4. Conduct analytical methods to identify, assay, standardize the extract	
5. Carry out Galenical Standardization	
6. Apply pharmacological and pharmaceutical techniques in formulation of natural products	
7. Professionally assess the clinical value of herbal medicines	
8. Demonstrate knowledge of research design, methodology and publication	
9. Appropriately pack, label and store botanical preparations and herbal formulations	
10. Demonstrates knowledge about proper storage of raw materials, intermediates and finished products	
TOTAL SCORE / 20	

DECLARATION BY SUPERVISOR ON COMPLETION OF INTERNSHIP

I of REG.NO..... declare that,
 I have acted as a responsible supervisor for the intern pharmacist,..... during his/
 her practical training as prescribed in the Pharmacy and Drugs Act 1970 at
 for the period between.....and the information furnished herewith is true and
 correct to the best of my knowledge.
 Supervisors signatureDate



PHARMACEUTICAL
SOCIETY OF UGANDA

"With Medicines We Serve"

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