

APPRAISAL BY PRINCIPAL PRECEPTOR

Name of Provisionally Registered Pharmacist [PRP]:

.....

I/C Number:

PRP Registration Number:

Place of Training:

Photo (to be
affixed here)

I certify that the above PRP has completed his/ her training as required under subsection 6A (2) of the Registration of Pharmacists Act 1951.

1. Proposal:

1A. The above PRP has obtained average mark of: _____ % and

1B. He/ She has ***passed/ failed** the Pharmacy Jurisprudence Examination

1C. *Certificate of satisfactory experience in accordance to sub-regulation 7(1) Registration of Pharmacists Regulations 2004 is **recommended** to be given to him/ her.*

1D. *Certificate of satisfactory experience in accordance to sub-regulation 7(1) Registration of Pharmacists Regulations 2004 is **not recommended** to be given to *him/ her **and***

1E. **He/ she needs to extend the training for another _____ month/s;*

in Unit/Section _____

**or/and*

**He/ She needs to pass the Pharmacy Jurisprudence Examination*

2. Principal Preceptor's detail:

2.1 Name:

2.2 Office address:

2.3 Principal Preceptor's signature:

2.4 Date:

APPRAISAL BY MASTER PRECEPTOR

Setiausaha
Lembaga Farmasi Malaysia
Bahagian Perkhidmatan Farmasi
Kementerian Kesihatan Malaysia
Beg Berkunci No.924
Pejabat Pos Jalan Sultan
46790 PETALING JAYA

PROPOSAL OF FULL REGISTRATION

Name of Provisionally Registered Pharmacist [PRP]:

I/C Number:

PRP Registration Number:

Place of Training:

I certify that the above PRP has completed his/ her training as required under subsection 6A (2) of the Registration of Pharmacists Act 1951.

1. Proposal:

1A. *Certificate of satisfactory experience in accordance to sub-regulation 7(1) Registration of Pharmacists Regulations 2004 is ***recommended/ not recommended** to be given to him/ her and he/ she is ***qualified/ not qualified** for Full Registration.*

1B. **He/ she needs to extend the training for another _____ month/s from (date): _____ to _____ (date).*

1C. *The extension of the training is because;*

i) *His /her performance was below 60% or /and*

ii) *He/ she needs to pass the Pharmacy Jurisprudence Examination*

2. Master Preceptor's detail:

2.1 Name:

2.2 Office address:

2.3 Master Preceptor's signature:

2.4 Date:

APPRAISAL BY PROVISIONALLY REGISTERED PHARMACIST [PRP] TO PRECEPTOR – (optional)

- To be sent directly to Pharmacy Board Malaysia by PRP

Setiausaha
Lembaga Farmasi Malaysia
Bahagian Perkhidmatan Farmasi
Kementerian Kesihatan Malaysia
Beg Berkunci No.924
Pejabat Pos Jalan Sultan
46790 PETALING JAYA

APPRAISAL OF PRECEPTORS

* Name of Provisionally Registered Pharmacist [PRP]:

* I/C Number:

* PRP Registration Number:

** optional to be filled*

Place of Training:

I have undergone training at the above place from (date): _____ to: _____(date)

Subject	Grade				
	1 = unsatisfactory	2 = satisfactory	3 = good	4 = excellent	N/A = not applicable
A. Facilities of Training Place					
<u>Comment</u> (how things can be improved); Please make attachment where necessary					

Subject	Grade				
	1 = unsatisfactory	2 = satisfactory	3 = good	4 = excellent	N/A = not applicable
B. Professional Exposure by Preceptors					
<u>Comment</u> (how things can be improved); Please make attachment where necessary					
C. Professional Guidance by Preceptors					
<u>Comment</u> (how things can be improved); Please make attachment where necessary					
D. Training Skills of The Preceptors					
<u>Comment</u> (how things can be improved); Please make attachment where necessary					

PRP PERSONAL ASSESSMENT BY CONSENSUS OF PRINCIPAL PRECEPTORS

1 = unsatisfactory; 2 = satisfactory; 3 = good; 4 = excellent; N/A = not applicable

6.1 Demonstrate a Professional Approach

Assessment	Hospital-Tertiary	Hospital-Secondary
1. Action and attitudes are demonstrated which indicate a commitment to quality of pharmaceutical care of the patient		
2. A polite and helpful manner is demonstrated		
3. Dress code and behavior meet the requirements of the organisation		
4. Reliability is demonstrated		
5. Initiative is demonstrated when is the warranted		
6. Recognition of personal limitation is demonstrated		
7. Works is carried out in an organised manner and with attention to detail so that the desired result is achieved		
8. Works is prioritised effectively		
9. Tasks are pursued to completion and within agreed time limits (unless overriding circumstances make this impossible)		
10. Problems or potential problems are identified and the appropriate corrective action taken or solution found		
11. New situation are responded to with flexibility and willingness		
12. Stressful situations are handle without undue agitation		
13. Decision are made which demonstrated the ability to think clearly and logically and to use discretion		
14. Tasks and situation are approached with due regard to legal implications and organisational policy		
15. The safety of the working area is maintained to all times so that the health and safety of colleagues and the public is not compromised		
16. The security of the premises is upheld at all times		
Total Marks =		
Average Total =		
Average Performance in %= (Average Total) _____ / 64 X 100 =		%

6.2 Work Effectively as Part of a Team

Assessment	Hospital-Tertiary	Hospital-Secondary
1. A manner is demonstrated which indicates that due respect is given to the ideas and opinion of colleagues		
2. Advice and criticisms are offered to colleagues in a manner unlikely to cause offence		
3. Constructive criticism is receive in a positive manner		
Total Marks =		
Average Total =		
Average Performance in %= (Average Total) _____ / 12 X 100 = _____ %		

6.3 Undertake Personal and Professional Development

Assessment	Hospital-Tertiary	Hospital-Secondary
1. The ability to self-evaluate and reflect on experiences is demonstrated		
2. Feedback on performance is used effectively to improved competence		
3. The ability to accept responsibility for meeting own development needs and achieving targets is demonstrated		
Total Marks =		
Average Total =		
Average Performance in %= (Average Total) _____ / 12 X 100 = _____ %		

6.4 Communication Skills

Assessment	Hospital-Tertiary	Hospital-Secondary
1. A sufficient command of the Bahasa Malaysia and English Language is demonstrated		
2. Conversations (in person or over the telephone) are conducted in a manner which demonstrates due regard to confidentiality and the feelings of the other person		
3. Questioning is used effectively to elicit necessary information and increase understanding		
4. Responses in conversation are helpful and clear		
5. Body language is appropriate to the situation		
6. Clear, concise and well-structured written material is provided when required		
7. All responses (whether spoken or written) are tailored to the needs of the recipient		
8. A clear, polite and helpful telephone manner is demonstrated		
9. Complaints or demands are responded to in a polite manner		
10. An appropriately assertive manner is used when unreasonable demands or complaints are made		
Total Marks=		
Average Total=		
Average Performance in %= (Average Total) _____ / 40 X 100 =		%

6.5 PRP Personal Assessment Average Performance

INDICATORS	1. Demonstrate a Professional Approach	2. Work Effectively as Part of a Team	3. Undertake Personal and Professional Development	4. Communication Skills
PERFORMANCE (%)				
AVERAGE (%)				

MARKAH BAGI SETIAP BUKU LOG MENGIKUT SEKSYEN KLINIKAL

Bil.	Nama seksyen	Markah (%)
1.	<i>Out-patient Pharmacy Services</i>	
2.	<i>In-patient Pharmacy Services</i>	
3.	<i>Drugs and Poisons Information Services</i>	
4.	<i>Manufacturing and Prepacking</i>	
5.	<i>Inventory / Store Management</i>	
6.	<i>Parenteral Nutrition / Intravenous Additive Services *</i>	
7.	<i>Ward Pharmacy Practice</i>	
8.	<i>Oncology Pharmacy Service *</i>	
9.	<i>Clinical Pharmacokinetic Services *</i>	
	* Sekiranya sesebuah hospital tidak menyediakan kemudahan perkhidmatan yang bertanda *, maka PRP perlu ditempatkan di unit-unit lain mengikut ketetapan Ketua Pegawai Farmasi.	
	MARKAH PURATA	
PRP PERSONAL ASSESSMENT AVERAGE PERFORMANCE		
10.	<i>Demonstrate a Professional Approach</i>	
11.	<i>Work Effectively as Part of a Team</i>	
12.	<i>Undertake Personal and Professional Development</i>	
13.	<i>Communication Skills</i>	
	MARKAH PURATA	

**MARKAH BAGI PRP YANG DILANJUTKAN LATIHAN OLEH LEMBAGA FARMASI
MALAYSIA**

MARKAH BAGI SETIAP BUKU LOG MENGIKUT SEKSYEN KLINIKAL				
Bil.	Nama seksyen	Markah % “Appraisal” sebelum tempoh latihan PRP dilanjutkan”	Markah % “Appraisal” selepas tempoh latihan PRP dilanjutkan”	“Tempoh sebenar latihan PRP dilanjutkan”
1.	<i>Out-patient Pharmacy Services</i>			
2.	<i>In-patient Pharmacy Services</i>			
3.	<i>Drugs and Poisons Information Services</i>			
4.	<i>Manufacturing and Prepacking</i>			
5.	<i>Inventory / Store Management</i>			
6.	<i>Parenteral Nutrition / Intravenous Additive Services *</i>			
7.	<i>Ward Pharmacy Practice</i>			
8.	<i>Oncology Pharmacy Service *</i>			
9.	<i>Clinical Pharmacokinetic Services *</i>			
	* Sekiranya sesebuah hospital tidak menyediakan perkhidmatan yang bertanda *, maka PRP perlu ditempatkan di unit-unit lain mengikut ketetapan Ketua Pegawai Farmasi.			
	MARKAH PURATA			
PRP PERSONAL ASSESSMENT AVERAGE PERFORMANCE				
10.	<i>Demonstrate a Professional Approach</i>			
11.	<i>Work Effectively as Part of a Team</i>			
12.	<i>Undertake Personal and Professional Development</i>			
13.	<i>Communication Skills</i>			
	MARKAH PURATA			