



AMCP/FMCP/Pfizer, Inc

Managed Care Pharmacy Summer Internship Program

Frequently Asked Questions

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Q1. Who is eligible to participate in the AMCP/FMCP/Pfizer Inc Managed Care Pharmacy Summer Internship Program?

A. Eligibility Criteria

- Completion of the online application and submission of three letters of reference by close of business Monday, February 1, 2010.
- Full-time enrollment in the 2nd or 3rd professional year of the PharmD curriculum at an ACPE-accredited school or college of pharmacy during the 2009-2010 school year with anticipated graduation in 2011 or 2012. Students enrolled in a joint PharmD/MBA curriculum are eligible but graduate students are not eligible.
- Submission of three letters of reference as described below in Question 6
- Ability to complete the internship during a consecutive ten week period between the months of May through August 2010. Exact dates will be coordinated with the Allergan preceptors and the interns.
- Eligible students may simultaneously apply for this internship and the AMCP/FMCP/Pfizer Managed Care Pharmacy Summer Internship Program.
- Eligible students who applied for the 2009 programs but were not accepted may reapply.

Q2. What is the official starting date of the internship program?

A. There is no "official" starting date for the program. The selected interns complete the program during a ten-consecutive week period between the months of May and August. The starting date for each intern varies, and is based on his/her availability and the availability of the preceptors at the internship sites. Different interns will start at different times. Typically, most interns start the internship shortly after completion of their spring semester. Student pharmacists, who attend schools with early spring semester completion dates, usually start in early- to mid-May. Some student pharmacists may start their internship as late as the end of June. Almost any starting date is acceptable, provided the internship program can be completed by August 31st.

Q3. When submitting an application for the program, may I request a specific site?

A. No. Twelve sites are available to host interns for the program, ten sites in managed care organizations and two sites at Veterans Affairs (VA) medical centers. The sites are located in various locations throughout the United States. Applicants cannot choose the site type (managed care organization or VA medical center) or location to which their application will be directed. The preceptor at each site determines the internship awardee.

Q4. May I simultaneously apply for the AMCP/FMCP/Pfizer Managed Care Summer Internship Program AND the AMCP/FMCP/Allergan Specialized Summer Internship Program in Health Outcomes?

A. Yes, eligible student pharmacists may apply for both intern programs in the same year. A student pharmacist applying for both programs will be given due

consideration for both but, if selected, will only be selected for one of the programs and will not have the option to choose between the two programs.

NOTE: Due to the unique focus of the Pfizer and Allergan sponsored programs, student pharmacists applying for both intern programs must submit the online application for each program and three letters of reference/recommendation for each program (for a total of six).

Q5. How much travel is involved?

A. Interns will first travel from their home/school to their internship site and will remain at that site for nine weeks. During the nine week period interns may be required to travel to offsite meetings with their preceptor or the Pfizer Medical Outcomes Specialist assigned to the site. At the conclusion of the nine weeks, the interns will travel from their internship site to Alexandria, VA, and will spend one week at the AMCP/FMCP offices. Upon conclusion of the week at AMCP/FMCP, the site rotation portion of the internship program is complete, and the interns typically return to their home/school. In October, all interns will travel from their home/school to the location of the AMCP Educational Conference.

NOTES:

- The program coordinators, TPG Educational Resources, will handle all travel arrangements.
- Interns may be required to travel to offsite meetings. Reimbursement for this travel will be based on the purpose of the travel.
- **It is recommended that interns drive their own automobiles to their internship site (if possible)**, as some locations may not have easy access to public transportation.
- Daily commuting expenses to and from the internship site and the internship hotel/residence are not reimbursed.

Q6. How many letters of reference are required, and who should write them?

A. In addition to submitting the online application, each applicant is required to submit three letters of reference/recommendation **for each program applied for**. A different person must write each letter.

- The first letter must be from the Dean's office at your school of pharmacy specifying that you are enrolled full time in the PharmD curriculum, are in good academic standing and stating your cumulative pharmacy school GPA. A staff member of the Dean's office may sign it. This is not a letter of recommendation. **DO NOT SEND TRANSCRIPTS**
- A pharmacist faculty member from the school of pharmacy writes the second letter of recommendation.
- A pharmacist, not affiliated with the school of pharmacy, and not a relative of the applicant, writes the third letter of recommendation (This may be the students IPPE preceptor).

NOTE: Letters of reference from the school of pharmacy (Dean's office and faculty member) must be written on the school's letterhead.

Q7. *What are the locations of the internship sites?*

- A.** The sites may vary from year to year, but examples of 2009 sites include:
- Coventry Health Care, Kansas City, MO
 - Long Beach Veterans Affairs Medical Center, Long Beach, CA
 - Regence BlueCross BlueShield, Portland, OR
 - Prime Therapeutics, Eagan, MN
 - Independent Health, Buffalo, NY

Q8. *I applied for the program during my second year of the pharmacy program, but was not awarded an internship. I am now in my third year. Am I eligible to submit an application for this year's program?*

A. Yes.

Q9. *How many student pharmacists are awarded internships in the program?*

A. Each year, 12 student pharmacists are awarded internships in the AMCP/FMCP/Pfizer Inc Managed Care Pharmacy Summer Internship Program.

Q10. *What will I be doing during the internship?*

A1. At each site you will be involved in different activities specific to the site. One of the goals of the program is to provide student pharmacists with the experience of the practice of pharmacy at a managed care organization. Interns will learn many of the principles and practices involved in the provision of population-based pharmaceutical care and the administration of a pharmacy benefit. Interns will also spend a week with the Pfizer Medical Outcomes specialist assigned to the site. Based on one of the major projects assigned by your preceptor, you will repurpose your project and results to a poster and present it at AMCP's Educational Conference scheduled in October of that year. In addition, all interns will participate in the Annual AMCP/FMCP Intern Best Project Competition. Interns will present their project posters to a panel of judges. Projects will be judged on the basis of scientific merit, innovation and practicality and presenter's knowledge of the subject matter and ability to articulate key elements of their research. The competition winner will receive a \$3500 scholarship and the runner-up will receive a \$1500 scholarship award. Each will also receive an engraved plaque and recognition in the *AMCP News*.

NOTE: The subject of the poster may not be the same as the project you described in the essay submitted with your application. The preceptor and the intern at each site will choose the topic for the poster.

A2. While at the AMCP/FMCP offices, you will learn about AMCP and FMCP, meet with department heads, undertake a review of an article submitted for

publication in the *Journal of Managed Care Pharmacy*, attend meetings, educational sessions, etc. and provide an informal presentation of the project that will be the subject of your poster presentation.

Q11. *Will I receive a stipend during the internship? If so how will it be paid?*

A. Interns will receive a stipend for the duration of the 10 week program. For 2009 the stipend is \$640.00 per week. A stipend check will be deposited to your account via a direct deposit system. The stipend check will be issued on a bi-weekly basis (5 times during your 10-week internship). Your first check will be issued during the second week of your internship. TPG Educational Resources will be issuing payments directly to your bank for deposit only.

Taxes: Your stipend check will NOT have taxes deducted from it. **Interns are responsible for reporting all taxable income to the IRS.** In January 2011, TPG Educational Resources LLC will mail to you an IRS 1099-MISC form (using the address indicated on your W-9 form). Interns will need to pay taxes on this amount. Interns will use the 1099-MISC form during preparation and submission of their 2010 personal income tax return.

NOTE: Interns do not receive a stipend during the AMCP Educational Conference; however, meal expenses may be reimbursed per the program expense reimbursement schedule.

Q12. *What expenses incurred during the internship program will be reimbursed?*

A1. Generally, expenses that are related to travel to the internship site from home/school may be reimbursed. These include:

- Mileage reimbursement (if the intern drives his/her car to the internship site)
- Meal reimbursement during the trip to/from the internship sites in accordance with intern expense reimbursement policies
- Reimbursement for excess baggage fees up to a total of \$50.00

NOTES:

- Other non-standard expenses **may** be considered for reimbursement on a case-by-case basis. Interns will receive a welcome packet that contains, among other documents, the expense reimbursement guidelines. FMCP will make the final decision all reimbursement questions.
- Reimbursement claims for individual covered expenses over \$25.00 must be accompanied by a receipt.
- Major expenses such as airline tickets and hotel accommodations are paid by the program. This means that no payment is required of the intern; therefore no reimbursement is necessary for those types of expenses.

- Upon checking into your extended stay location you will be required to present a credit card to cover incidental expenses.

A2. Examples of expenses **NOT** reimbursed include:

- Daily commuting expenses
- Meal and food expenses while at the internship site and AMCP/FMCP offices
- Entertainment expenses
- Car rental expenses

A3. FMCP will also reimburse interns for poster production expenses up to \$300.00.

Q13. *Does this internship qualify as a specialty rotation?*

A. The internship *may* qualify as a specialty rotation; however, since each college of pharmacy has its own guidelines for such rotations, the student applying for the program must ascertain the requirements for his/her school. Some examples of requirements include: site must register with the college; student pharmacist cannot accept compensation during rotation period, etc. If the applicant determines that the internship qualifies as a rotation, AMCP will work with the student pharmacist, wherever possible, to ensure that credit for the rotation can be provided.