



**AMCP Foundation/Pfizer, Inc.
2017 Managed Care Pharmacy Summer Internship Program**

Frequently Asked Questions

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Questions:

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

A. Eligibility Criteria

- Enrollment as a full-time Doctor of Pharmacy degree student in an ACPE-accredited school or college of pharmacy during the 2015-2016 school year, with anticipated graduation in 2017 or 2018
- Eligible for employment in the U.S.

Q2. What are the application requirements?

A. Application Requirements

- Submit online application on or before Friday, January 27, 2017.
- Submit two letters of recommendation: one from a practicing pharmacist, and one from a professional reference with direct knowledge of the student pharmacist on or before Friday, January 27, 2017.
- Submit Letter of Good Academic Standing from Dean's/Assistant Dean's office (or the institution's equivalent) confirming that the student is in good academic standing and stating the student's current cumulative GPA, on or before Friday, January 27, 2017.

Q3. 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 10-consecutive-week period between the months of May 2017 and August 2017. The starting date for each intern varies and is based on his/her availability and the availability of the preceptors at the internship sites. 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 31, 2017.

Q4. When submitting an application for the program, may I request a specific site?

- A.** No. Eight sites are available to host interns for the program. The sites are located in various locations throughout the United States. You cannot choose the site type (health plan, PBM or employer) or location to which your application will be directed. AMCP Foundation assigns applicants to the different locations and the preceptor at each site determines the internship awardee.

Q5. May I simultaneously apply for the AMCP Foundation/Pfizer, Inc. Managed Care Pharmacy Internship Program AND any other internships administered by the Foundation?

- A.** Yes, you may apply for all internship programs in the same year. A student pharmacist applying for more than one program will be given due consideration for each program, but will only be selected for one of the programs. You will not be offered the option to choose between the programs.

NOTE: Student pharmacists applying for multiple intern programs must submit an online application for each program. Moreover, each letter of recommendation must clearly state which program you are applying for; in other words, please don't submit the same letter to more than one program.

Q6. *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 ten weeks. During the ten-week period interns may be required to travel to off-site meetings with their preceptor or the Pfizer Medical Outcomes Specialist assigned to the site. Towards the end of the ten weeks, the interns may spend time at Pfizer headquarters in New York. Upon conclusion of the time spent at each location, 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 to the location of the AMCP Nexus 2017.

NOTES:

- AMCP Foundation will coordinate all housing and travel between sites.
- Registration and housing to the AMCP Nexus 2017 will be handled by AMCP Foundation.
- **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 site are **not** reimbursed.

Q7. *How many letters of recommendation are required, and who should write them?*

- A.** In addition to submitting the online application, each applicant is required to submit the following:

1. Two of letters recommendation: one from a practicing pharmacist, and one from a professional reference with direct knowledge of the student pharmacist
2. Letter of good academic standing (Dean's/Associate Dean's office or institution's equivalent).

NOTE:

- *Each letter must be written by a different individual. Letters may be submitted together via submission portal.*
- *CV or resume (PDF format)*
- *Letter of good academic standing from Dean's/Associate Dean's office (or institution's equivalent) must be written on the school's letterhead*
- ***DO NOT SEND TRANSCRIPTS!***

Q8. *What are the locations of the internship sites?*

- A.** The sites may vary from year to year, but listed below are examples of sites that have participated:

- Independent Health, Buffalo, NY
- Premera Blue Cross, Mountainlake Terrace, WA
- Prime Therapeutics, Bloomington, MN
- SelectHealth, Salt Lake City, UT

Q9. *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.

Q10. *How many student pharmacists are awarded internships in the program?*

A. For the 2017 program, eight student pharmacists will be awarded internships in the AMCP Foundation/Pfizer, Inc. Managed Care Pharmacy Summer Internship Program.

Q11. *What will I do during the internship?*

A1. You will be involved in different activities specific to your 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 time 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 and participate in a poster presentation to AMCP members at AMCP Nexus.

NOTE: The preceptor and the intern at each site will choose the topic for the poster.

A2. While at Pfizer headquarters, you will learn about Pfizer, meet with department heads, attend meetings, and provide an informal presentation of the project that will be the subject of your fall meeting presentation.

Q12. *Will I receive a stipend during the internship? If so how will it be paid?*

A. You will receive a stipend for the duration of the 10-week program. The stipend will be issued on a bi-weekly basis (5 times during your 10-week internship) via wire transfer to a bank of your choice. Your first wire transfer will be issued during the second week of your internship.

Taxes: Your stipend will NOT have taxes deducted from it. Interns are responsible for reporting all taxable income to the IRS. In January 2018, you will receive a 1099-MISC form from AMCP Foundation indicating the total stipend paid to you. You will need to pay taxes on this amount. Interns will be responsible for any and all taxes due as a result of receiving the stipend. Interns will use the 1099-MISC form during preparation and submission of their 2017 personal income tax return.

Q13. *What expenses incurred during the internship program will be reimbursed?*

A1. AMCP Foundation will reimburse the following:

- Poster printing expenses up to \$300.00 (This does not include carrier or shipping expenses)
- Mileage reimbursement (if the intern drives his/her car to the internship site)
- Excess baggage fees up to \$100.00

NOTES:

- Other non-standard expenses *may* be considered for reimbursement on a case-by-case basis. You will receive a welcome packet that contains, among other documents, the expense reimbursement guidelines. AMCP Foundation will make the final decision on all reimbursement questions.
- Reimbursement claims for individual covered expenses 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 in the internship program or at AMCP Nexus
- Entertainment expenses
- Car rental expenses
- Poster carrier
- Mailing/Shipping expenses
- Books or additional resources at sites.

Q14. *Does this internship qualify as a specialty rotation?*

- A.** The internship *may* qualify as a specialty rotation. 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. In some cases your school may require Pfizer to register with the college or prohibit you from receiving compensation. If your school determines that the internship qualifies as a rotation, AMCP Foundation will work with the student pharmacist, wherever possible, to ensure that credit for the rotation can be provided.

This program is made possible through the generous support of



*This annual internship reflects the commitment of the **Academy of Managed Care Pharmacy Foundation** and **Pfizer, Inc.** to fostering healthcare leadership through student pharmacist education and to improving the quality of patient care in managed care settings. This program is administered by the Academy of Managed Care Pharmacy Foundation.*