Is Completing a Residency Really Worth Dealing with the Application Process?

Marcie Lepkowsky, PharmD, BCGP
Director, PGY1 Acute Care Pharmacy Residency Program

UC San Diego Health
“All mankind is divided into three classes: those that are immovable, those that are movable, and those that move.”

~Benjamin Franklin
“All mankind is divided into three classes: those that are immovable, those that are movable, and those that move.”

~Benjamin Franklin

Which class do YOU fall into?
So, Is Completing a Residency Really Worth Dealing with the Application Process?

YES!

UC San Diego Health

UC San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences
PhORCAS
https://portal.phorcas.org/
• Chaos or Control?
• Confusion or Improved Communication?
• Created by Liaison International
• Opens ~Wednesday, November 1st
• YOUR OPPORTUNITY TO SHINE
• Link to sign up for the Match (NMS)
• Link to ASHP Residency Directory
• Fees*
  ▪ $100/1-4 (can qs to 4 at any time)
  ▪ $40 each thereafter (ex: 10/$340; including Phase II)
  ▪ Must pay for each program at an institution (for each with a unique NMS code)
  ▪ Credit cards only

* Separate fee to register for the Match: $150
Three Portals

- Applicant
- Program (WebAdmit)
- References

UC San Diego Health
Applicant Portal www.ashp.org/phorcas

PhORCAS (Pharmacy Online Residency Centralized Application Service), a web-based tool that brings residency application material together in one location. By streamlining the residency recruitment process, it decreases the administrative burden that comes with paper applications.

PhORCAS offers endless benefits for residency programs, resident applicants, and reference writers by simply making the process easier. For support, contact PhORCAS at (617) 612-2888 from 9am-5pm EST or email them at phorcasinfo@phorcas.org.

WebAdMIT, the selection portal for PhORCAS is an amazing tool integrated into the system to make the process of sorting out resident information by residency program directors and preceptors much more efficient and labor intensive than in the past! If you need assistance with WebAdMIT, please contact WebAdMIT at (717) 636-7777 or email them at Webadmitsupport@liaison-intl.com.

Learn more about how PhORCAS can save you time, effort, and money in the Resource Information below.

Resource Information

Applicant Resources

› PhORCAS Applicant Login
Transcripts

- Request one official copy to be mailed to PhORCAS Transcripts department
- PhORCAS certifies authenticity
- Uploaded into application portal
- One time fee
- Only pharmacy school transcripts required
- See individual program for additional requirements
- Non-accredited programs: don’t participate in PhORCAS; need separate transcripts
Electronic Signature Creates Legal Document
Application sections and checklist
Extracurricular activities

The response you type will appear in your application exactly as you type it. Using all capital letters or not capitalizing property does not present a professional image to your application.

Provide information about activities, accomplishments & recognitions, including:
- Professional Awards/Scholarships
- Leadership Experience
- Presentations (local/state/national)
- Publications (local/state/national)
- Pharmacy Work Experience
- Volunteer/Community Service
Hey, isn’t this already in my CV?
“CVs are just not that important to me anymore. The PhORCAS system has all the typically recommended cv information covered by a series of fill-in questions that are placed into a searchable database…The filtering renders the cv superfluous to me.”*

*ref: current unnamed PGY1 Residency Program Director*
### Search > Applicants

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
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</tr>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
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<td>Citizenship Status</td>
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<tr>
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<td></td>
</tr>
<tr>
<td>Non Pharmacy Degree</td>
<td></td>
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<tr>
<td>Pharmacy Degree</td>
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<td>Pharmacy College GPA</td>
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<td>US Pharmacy License</td>
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<tr>
<td>PGY1 Site</td>
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<td>Extracurricular Activities</td>
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<td>Professional Awards/Scholarships</td>
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<td>Leadership Experience</td>
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<td></td>
<td>Pharmacy Work Experience</td>
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<tr>
<td></td>
<td>Volunteer/Community Service</td>
</tr>
<tr>
<td></td>
<td>No Additional Extracurricular Activities</td>
</tr>
</tbody>
</table>

### My Sort Options

- Reference Recommendation
- Selection Decision
- Tag 1
Extracurricular Activities

• Your role: did you lead or just show up?
• What did you learn from this experience?
• Consider key words found in program description
• Opportunity to expand on CV and Letter of Intent
Application > Volunteer

- Required information

Please include experience in a helping role.

Name of Organization:

Description of Experience:

Total Volunteer Hours at time of application:

Start Date From: (Month) (Year)

End Date To: (Month) (Year)
Personal Statement

Provide a concise statement indicating your career goals, major areas of interest, and reasons why you are a good candidate for this program.

Please check the program's website for other institution specific details.

Please use this page to upload your cover letters / personal statements. Things to note:

- The accepted file formats are MSWord (.doc and .docx), Rich Text Format (.rtf), Portable Document Format (.pdf), and ASCII Text file (.txt).
- Do not password protect your files.
- The size limit for the file upload is 5MB.

If you are still having problems uploading your cover letters / personal statements, please make sure you are using one of the following browsers:

- Safari 5.1 and above
- internet Explorer 9.0 and above
- Current and prior major releases of Mozilla Firefox or Google Chrome

OK to upload more than one personal statement; distinctive name for each

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Personal statement/letter of intent

✓ Can be customized
✓ Check program website for additional instructions
  • Word limit
  • Prompts
✓ Save each document with unique name for easy identification when uploading
Personal statement/letter of intent - Content

- Introductory paragraph
  - Catchy opening
  - What position are you applying for?
  - Why are you interested?
- Body
  - What makes you the ideal candidate?
  - Describe achievements/accomplishments that support above
- Final paragraph
  - Reinforce interest
  - Thank reader for consideration
Personal statement/letter of intent - tips

• Tell a story (be memorable)
• Be concise
• Communicate what you are looking for in a program
  ▪ ie: academic, community, diverse or unique specialties
• Demonstrate knowledge of program – be specific
• Avoid silly errors
  ▪ e.g.: spelling, wrong program director name or title
• Ask an advisor or mentor to review
• Try to concisely express your short-term and long-term goals
Curriculum Vitae

Please add the length and location of each Advanced Pharmacy Practice Experience (APPE) in your curriculum vitae for PGY1 applicants.

Please use this page to upload your Curriculum Vitae/Resume. Things to note:

- The accepted file formats are MSWord (.doc and .docx), Rich Text Format (.rtf), Portable Document Format (.pdf), and ASCII Text file (.txt).
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- Safari 5.1 and above
- Internet Explorer 9.0 and above
- Current and prior major versions of Mozilla Firefox or Google Chrome

Upload New File

Choose File  No file chosen

Submit

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Please add the length and location of each Advanced Pharmacy Practice Experience (APPE) in your curriculum vitae for PGY1 applicants.

Please use this page to upload your Curriculum Vitae/Resume. Things to note:

- The accepted file formats are Microsoft Word (.doc and .docx), Rich Text Format (.rtf), Portable Document Format (.pdf), and ASCII Text file (.txt).
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### File Upload

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<th>Name</th>
<th>Date</th>
<th>View</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Statement for UC San Diego Health System.docx</td>
<td>11-07-2014</td>
<td><img src="#" alt="View" /></td>
<td><img src="#" alt="Delete" /></td>
</tr>
</tbody>
</table>

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</tr>
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<tbody>
<tr>
<td>Personal Statement for UC San Diego Health.docx</td>
<td>11-07-2014</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marcie Lepkowski CV.doc</td>
<td>11-07-2014</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Upload New File

Choose File: No file chosen

Submit

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Curriculum Vitae

• Education

• Work experience
  ▪ Pharmacy or non-pharmacy
  ▪ Hospital vs. community

• Advance Pharmacy Practice Experiences
  ▪ Acute and ambulatory care experiences
  ▪ Patient care based
  ▪ Academic medical center

• Academic track record
  ▪ Research
  ▪ Abstracts, Publications
  ▪ honors

• Teaching experience

• Leadership experience
  ▪ Organizations, awards
  ▪ Be able to describe your role
  ▪ Active member?
  ▪ Offices held
  ▪ Other skills/talents

• Extracurricular activity
  ▪ Volunteer activities, sports, musical talents

• Certifications/Licensure

UC San Diego Health
CV Bests

- Aesthetically pleasing
- Ordered in order of importance
- Include NMS Match #
- Reviewed by at least 2 people
  - (in addition to your mom!)
- Can customize for different programs
CV No’s

✓ No spelling/grammatical errors
✓ No fluff but be complete
✓ No lying
✓ “Know” your CV
References

Application -> References

- Required Information

If you would like to request multiple letters from the same reference please select the "Add Another request for this Reference" link next to the already listed reference. If you would like to have a new reference listed please select the "ADD NEW ENTRY" link.

IMPORTANT: It is essential that you carefully review the instructions for this section before proceeding. Be sure that you review each program's application requirements to determine how many letters of recommendation are required for each site.

Please note that entering a reference in this section immediately generates an email request to that individual. Thus, before entering an individual's name and contact information in this section, be sure that this person has agreed to write a letter of recommendation for you.

ADD NEW ENTRY

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
# Reference Identification and Waiver

I hereby give PhORCAS permission to contact the reference below via email notification. If my reference does not submit online reference form to PhORCAS in response to the email request, it is my sole responsibility to contact the reference directly to ensure all references required by my designated Residency Programs are received by the deadline:

- [ ]

I hereby give permission to the residency program to which I am applying to contact the Reference either to verify the information I provided and/or for further clarification of the information I provided, if necessary:

- [ ]

I waive my right of access to this reference:

- [ ]

Reference’s Title (Dr., Mr., Ms., etc.): 

Reference’s First Name:

Reference’s Last Name:

Reference’s Middle Name or Initial:

Reference’s Email Address:

Confirm Email Address:

Reference’s Phone Number:

Please enter complete phone number including area code or country code.

[SAVE] [PRINT] [CANCEL]
Add Reference

Application > References

Please provide the requested information for an individual who will be providing a letter of recommendation. Please note that entering a reference in this section and clicking "SAVE" will immediately generate an e-mail request to that individual. Thus, before entering an individual's name and contact information in this section, be sure that this person has agreed to write a letter of recommendation for you.

Title:

If you would like to customize a reference please indicate in this section the name of the program: E.G. Providence Alaska Medical Center-FOY2-Oncology; if this is a general reference please enter in a general line for your identification.

Notes to Reference:

UC San Diego Deadline: 12/31/17
Thank you!!
Add Additional References/
Add Additional Request for same Reference

PhORCAS
Pharmacy Online Residency Centralized Application Service

Danielle Harvey (PHORCAS ID: 20142714988)

Main Menu/Applicant Checklist   Match Registration   Status

Application > References

- Required Information

If you would like to request multiple letters from the same reference please select the "Add Another request for this Reference" link next to the already listed reference. If you would like to have a new reference listed please select the "ADD NEW ENTRY" link.

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ADD NEW ENTRY

Dr. Marcie Lepkowsky (marcie@ucsd.edu)

<table>
<thead>
<tr>
<th>Title</th>
<th>Notes</th>
<th>Add Another Request for this Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>UC San Diego Health System - PGY1 Acute Care</td>
<td>UC San Diego Health deadline: 12/31/17</td>
<td></td>
</tr>
</tbody>
</table>

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Multiple references/multiple sites

Application > References

- Required information

If you would like to request multiple letters from the same reference please select the "Add Another request for this Reference" link next to the already listed reference. If you would like to have a new reference listed please select the “ADD NEW ENTRY” link

IMPORTANT: It is essential that you carefully review the instructions for this section before proceeding. Be sure that you review each program’s application requirements to determine how many letters of recommendation are required for each site.

Please note that entering a reference in this section immediately generates an email request to that individual. Thus, before entering an individual’s name and contact information in this section, be sure that this person has agreed to write a letter of recommendation for you.

**ADD NEW ENTRY**

<table>
<thead>
<tr>
<th>Dr. Marcie Lepkowsky (<a href="mailto:marciece1022@gmail.com">marciece1022@gmail.com</a>)</th>
<th>Add Another Request for this Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>UC San Diego Health System</td>
<td>Please complete all required fields</td>
</tr>
<tr>
<td></td>
<td>Deadline: 12/31/17</td>
</tr>
<tr>
<td>VA Medical Center, San Diego</td>
<td>Deadline: 12/31/16</td>
</tr>
</tbody>
</table>

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Reference Writers

- Receive their own sign on code to reference portal
- Complete a standardized form
- Have room to elaborate with comments
- Separate letters of Reference
  - Discouraged by PhORCAS
  - When requested, usually a general letter
  - May agree to write customized letters/comments
What Reference Writers Write

- Relationship (faculty, preceptor, employer, professional organization…)
- How long they have known you
- Hours/week they worked with you during this time
- Scale rating
  - Exceed what is expected to enter a residency
  - Appropriate for what is expected
  - Fail to meet expectations
- Scale subjects
  - Oral and written communication skills
  - Clinical problem solving skills
  - Leadership/mentoring skills
  - Assertiveness
  - Organization and time management skills
  - Ability to work with peers
  - Effective patient interaction skills
- Strengths and areas that need improvement: free text
References – how you can help

- Summarize key **attributes/qualities** you would like the letter writer to emphasize
- Awards, leadership positions, research etc
- Provide examples for scaled subjects
- Summarize the programs you are applying to
  - What attracts you to these programs
  - Why you are a good fit
- Example of your strong work
Reference reminders

✓ A good letter may or may not help you, but a bad letter will hurt you
✓ Know who you are asking
✓ Writer should know you well
✓ Letters may demonstrate relationships built in the academic, work and clinical settings but should meet the requirements of each program
✓ Ask your letter writers early
✓ Provide deadlines for each program
✓ Pharmacy is a small world
Reference reminders

- How many references: 3 or 4?
- Different references for different programs?
- No uploading/copy and paste of full letter
- Look for supplemental requirements from each program
- Let your references know about the Match Phase II and possible scramble
- Let your references know where you match
- Thank your references
Application > Supplemental

Please use this page to upload your Supplemental Documentation. Things to note:

- The accepted file formats are MSWord (.doc and .docx), Rich Text Format (.rtf), Portable Document Format (.pdf), and ASCII Text file (.txt).
- Do not password protect your files.
- The size limit for the file upload is 5MB.

If you are still having problems uploading your Supplemental Documentation, please make sure you are using one of the following browsers:

- Safari 5.1 and above
- Internet Explorer 9.0 and above
- Current and prior major versions of Mozilla Firefox or Google Chrome

Upload New File

Choose File No file chosen

Submit

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Possible Supplemental Requirements

- Application forms
- Additional demographic Information
- Photos
- Interview availability
- Full letter of recommendation
- Other transcripts
- Place all supplemental material for each program on a single PDF and upload
- Max 5MB
Residency Program Designations

There is no information to display. Click on Update Designation button above to add designations.

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
# Residency Program Designations

## Application > Program Designations

### Pending Programs

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<thead>
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<th>Residency ID</th>
<th>School Name</th>
<th>State</th>
<th>Deadline (11:59PM EDT)</th>
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<td>1704</td>
<td>UNIV CALIFORNIA/SAN DIEGO H S - ACUTE CARE</td>
<td>CA</td>
<td>01/04/2015</td>
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<td>[Click here to attach required documents]</td>
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<tr>
<td>1766</td>
<td>UNIV OF CALIFORNIA-SAN FRANCISCO</td>
<td>CA</td>
<td>01/02/2016</td>
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<tr>
<td>1766</td>
<td>THE JOHNS HOPKINS HOSPITAL - TRADITIONAL</td>
<td>MD</td>
<td>01/01/2015</td>
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<td>[Click here to attach required documents]</td>
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<tr>
<td>1800</td>
<td>UNIV OF KENTUCKY HEALTHCARE</td>
<td>KY</td>
<td>01/02/2015</td>
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<td>[Click here to attach required documents]</td>
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<td>VA SAN DIEGO HEALTHCARE SYSTEM - GENERAL</td>
<td>CA</td>
<td>01/01/2015</td>
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<tr>
<td></td>
<td>[Click here to attach required documents]</td>
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</table>

To return to the applicant check list please click the tab located at the top of the page labeled applicant check list.
Residency Program Designations

**PhORCAS**
Pharmacy Online Residency Centralized Application Service

**National Matching Services Inc.**

**Application > Designation Attachments**

**UNIV CALIFORNIA/SAN DIEGO MED  ACUTE CARE**

- **Curriculum Vitae/Resume:**
- **Personal Statement/Letter of Intent:**
- **References:** Choose at least 3 evaluations to accompany this designation

<table>
<thead>
<tr>
<th>Reference 1</th>
<th>Reference 2</th>
<th>Reference 3</th>
<th>Reference 4</th>
</tr>
</thead>
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</tr>
</tbody>
</table>

**Supplemental:**

- [SAVE]
- [PRINT]
- [CANCEL]
E- SUBMIT

✓ Do not wait until the last moment
✓ You may encounter difficulties when submitting
✓ Applying early allows programs to completely review your application
How Many Programs is Enough?

• Too many: $\infty$
• Consider all programs that are a good fit
• Impossible to predetermine # interview invitations
  $\$ Time away from rotations
  $\$ Cost to apply
  $\$ Cost to travel to interview
• Too few: 0
Next Steps

• Continue networking
• Rotation = interview
• Formulate list of programs
• Start asking for letter writers
• Update CV
• Begin letter of intent(s)
• Register for PhORCAS and NMS
## Summary - Cost

<table>
<thead>
<tr>
<th>Program</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>National Matching Service</td>
<td>$150</td>
</tr>
<tr>
<td>PhORCAS – up to 4 applications</td>
<td>$100</td>
</tr>
<tr>
<td>PhORCAS – each additional application</td>
<td>$40</td>
</tr>
</tbody>
</table>
Summary – Take Home Points

- Be organized; be thorough
- No spelling/grammatical errors
- Simple fonts (New Times Roman/Arial); Avoid symbols
- Communicate well with references; thank references
- Know your deadlines; meet your deadlines
- Apply to “good fit” programs
CSHP Seminar Related events

• Friday, 10/27
  • 8:00 – 9:30: CV Workshop (CV’s submitted prior to Seminar will be reviewed)
  • 1:00 – 2:00: Beyond Graduation & More: Career Transitions
  • 2:00 – 5:00: Residency showcase
  • 4:00 – 5:00: Preparing for the NAPLEX and CPJE Exams

• Saturday, 10/28
  • 8:00 – 11:00: Residency Showcase
  • 10:00 – 11:00: Mindful Interviewing: how to make a meaningful connection
  • 12:45 – 2:00: Panel discussion: Navigating your career
  • 1:00 – 2:00: Clinical Pharmacy Career Roundtable

• Sunday, 10/29
  • 9:15 – 10:45: Beyond the PharmD Degree: An overview of post graduate programs
ASHP Midyear Related events

- **Sunday, 12/3**
  - 7:30 – 5:00: Personnel Placement Service (PPS; residency, fellowship and employment connections)
  - 11:30 – 12:30: “Mysteries of the Match”
  - 1:30 – 3:00: PhORCAS: the centralized application system for pharmacy residencies
  - 3:15 - 4:45: Make a Lasting Impression: Evaluating Your Interview Skills
- **Monday, 12/4**
  - 7:30 – 5:00: PPS
  - 9:00 – 10:30: Opening session: Former First Lady Michelle Obama
  - 11:30 – 1:00: Career Pearls for Students (12 career representative pharmacists sharing their day-to-day)
  - 1:00 – 4:00: Residency Showcase
  - 1:30 – 3:00: Fundamental Strategies to Secure a Residency: Getting a Head Start as a P1-P3
- **Tuesday, 12/5**
  - 7:30 – 5:00: PPS
  - 8:00 – 11:00: Residency Showcase
  - 1:00 – 2:15: Effective CV and resume writing
  - 1:00 – 4:00: Residency Showcase
  - 4:30 – 5:30: Clinical pearls for students
- **Wednesday, 12/6**
  - 7:30 – 5:00: PPS
  - 7:30 PM – 11:00 PM: Wednesday Evening Event

How programs can optimize the WebAdmit portal within PhORCAS
Last year: Sunday, 3:00 – 5:00: Residency program directors and preceptors Town Hall: updates from the commission on credentialing
Interviews
“I just get my list of applicants from PhORCAS; from there, I SKYPE everyone. It takes just as much manpower to SKYPE everyone as it does to review the application material in PhORCAS, plus I get to evaluate everyone’s communication skills before I bring them in for an onsite interview.”

Your thoughts?
Skype interview tips
https://www.youtube.com/watch?v=rQwanxQmFnc
PhORCAS

?’s

What’s in YOUR Phorecast?
Thank You

Marcie Lepkowsky, PharmD, BCGP
marciel@ucsd.edu
619-543-7406
Marcie Lepkowsky, PharmD
marciel@ucsd.edu