

Group Ground Rules

1. Set a time to meet with your group face to face early in the week to discuss the question and also towards the end of the week before you submit an answer. Total group participation is important, everyone has something to contribute.
2. Designate a job to a person each week to spread the work and rotate it. For example one week person A is in charge of emails, while person B is in charge of research, and person C submits the final answer. Rotate the next week.
3. CC each other on all emails to and from the patients. Keep each other in the loop on responses from the patients and phrasing of recommendations.
4. Disagreements. In the event of a disagreement about the treatment of your patient, evaluate your options in a partisan manner and negotiate a solution. Conflict management is a skill you will need to learn as a pharmacist. Try to work it out as a group, if situations are not resolved please contact the instructor.
5. Respect each other's ideas and time. Both are valuable commodities. If you agree on a meeting time, stick to it.