

AUTHORS, EDITORS AND SPEAKERS

AUTHORS

ICHP publishes 10 issues of its news journal *KeePosted* and 4 modules of *Pharmacy Tech Topics™* annually. We need authors for Medication Safety, Professional Practice and Technology Best Practice articles in the *KeePosted* along with a variety of other topical and seasonal articles. Student authors are needed for the columns assigned to their student chapter and technician authors can contribute technician-related articles for the Hi-Tech column that flourished at one time! Once topics are selected for *Pharmacy Tech Topics™* (PTT) by its steering committee, authors are needed for those modules too. Many of the Best Practice articles are peer-reviewed and all of the PTT modules are too. It's a great way to get published.

EDITORS AND PEER REVIEWERS

Both the *KeePosted* and *Pharmacy Tech Topics™* frequently need peer reviewers and occasionally require a new editor. These jobs require detailed attention, knowledge of the subject matter but often just a couple of hours at a time. These jobs are for individuals who have a strong interest in medical publishing and editing. For *Pharmacy Tech Topics™* we need both a pharmacist and a technician reviewer for each module.

STUDENT CV REVIEWER

As a service for pharmacy students either seeking a residency or first position, ICHP offers a review of their curriculum vitae. Volunteer pharmacists are needed to conduct the reviews, where we ask that you use Track Changes in the CV(s) assigned to you. You may choose to meet with the student at one of our ICHP events or just email them your suggestions. It's up to you to indicate how many CVs you are willing to review. Assignment(s) will be sent out early Fall each year with a turnaround prior to the ASHP Midyear.

SPEAKERS

ICHP student chapters, local affiliate chapters and Champion webinars need speakers on specific topics. Let the ICHP office know what your area of expertise is and we will make sure that you get a call when there's a match. All these opportunities are truly volunteer in nature, in other words, no honoraria but they all help you master the art of speaking, share your collective wisdom and will make your heart swell with pride. For state-wide speaking opportunities, see the Annual and Spring Meeting Speaker section.

NETWORKS

Networks meet monthly by conference call.

AMBULATORY CARE NETWORK

The Ambulatory Care Network meets at noon on the first Thursday of the month. All ICHP pharmacists, pharmacy technicians and student pharmacists with interest in the delivery of non-hospitalized patient care are welcome to join us in a journey to guide ambulatory practice advancement and advocacy efforts in Illinois. Our call to action is to bolster recognition of pharmacy as a critical element of the healthcare team to ensure the health and wellness of those patients we serve, across all healthcare settings. Network participants share responsibility to assess and identify ambulatory best practices in the state, foster collaborative research with ambulatory care practice sites, and solicit presentations and content for ICHP Spring and Fall meetings.

NEW PRACTITIONERS NETWORK

The New Practitioner's Network (NPN) of ICHP is composed of practitioners who have graduated with their first professional degree in the last 10 years and are looking to become more involved in pharmacy organizations. Members of the NPN e-Board participate as a member of one of ICHP's Divisions and report on Division activities during monthly NPN conference calls. Members of the NPN e-Board also plan other functions specifically designed to bring new practitioners and leaders of ICHP together. Participating in these functions as a new practitioner, even if you're not an e-Board member will help you build your social and professional network and discover other great opportunities!

PHARMACY DIRECTORS NETWORK

This Network is open only to those in Director or Manager positions within their institutions. The Network is designed to facilitate sharing of work site issues and solutions. The statewide Network does not meet regularly but a subset of the Chicago-area directors gather for an evening dinner regularly. Most communications occur through short issue-specific surveys coordinated through the ICHP Executive Vice President. This group plays a significant role at ICHP's two statewide meetings by supporting the Reverse Exhibits.

COMMITTEES

Committees meet as listed below.

ANNUAL & SPRING MEETING PLANNING COMMITTEES

These two committees are responsible for planning the educational components of ICHP's two annual statewide meetings. The Annual Meeting is held in the fall and planned beginning in early spring of each year and held in the Chicago metropolitan area. It is a three-day meeting and ICHP's largest live-educational offering to members. The Spring Meeting is planned beginning in the fall of the preceding year and held in March or April of the next in a central Illinois location in even-numbered years and in the St. Louis area in conjunction with the Missouri Society of Health-System Pharmacists in odd-numbered years. Committee members identify continuing education topics and speakers for each meeting but are discouraged from volunteering to present at the meetings themselves. Committee members may volunteer to moderate sessions and act as educational room monitors. Committee members are expected to participate in at least 60% of calls and coordinate at least one meeting session. Potential speakers are encouraged to see the Section on Meeting Volunteer Opportunities. *Planning calls occur weekly for approximately 8-10 weeks during the planning period with e-mail follow-up on-going until the meeting.*

ICHP BUILDING COMMITTEE

This committee is responsible for review of the budget, approving renovations to and policies of the ICHP Building Co, LLC located in Loves Park, Illinois. The ICHP Building is a subsidiary of ICHP and is significant asset to the Council. Not only is it home to the ICHP headquarters but currently houses four other tenants and additional empty rental space. Volunteers for this committee should have some knowledge of managing rental property, building maintenance and tenant relations. *The Building Committee meets annually via conference call and communicates throughout the year via e-mail for other issues.*

KeePosted™ COMMITTEE

This Committee is responsible for directing, soliciting and providing the technical content of the ICHP newsjournal *KeePosted*. The Committee is chaired by the *KeePosted* Editor and works closely with ICHP office staff to produce ten issues of the newsjournal annually. *This group meets via email prior to publication of the newsjournal. The KeePosted newsjournal is published ten times per year.*

NOMINATIONS COMMITTEE

This Committee is made up of well-informed volunteers who solicit members to run for ICHP's various elected positions. Volunteers for this Committee should be engaged in ICHP and know many of the active members around the State and specifically in their specific affiliate. This is probably not a job for a new member and anyone interested in running for an ICHP office should not volunteer to serve on this committee.

PHARMACY TECH TOPICS™ STEERING COMMITTEE

This committee identifies topics, authors and format changes for future modules of ICHP's pharmacy technician home-study continuing education modules. This is an appropriate committee for pharmacy technician members, pharmacy technician educators and pharmacist members whose regular responsibilities include supervising pharmacy technicians. *This committee meets via conference call once or twice a year.*

TECHNOLOGY COMMITTEE

This Committee is a subcommittee of the Division of Marketing Affairs and focuses its efforts on evaluating and disseminating information on new technologies with applications in pharmacy. The committee develops educational presentations on technology issues that will help members implement new technology issues that will help members implement new technologies rationally into their practices. The Committee provides input to the other ICHP divisions and committees on issues related to technology. *This group meets on the second Friday of the month at 8:00 am via conference call.*

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