

Checklist of Important Dates

Please use this checklist to ensure that you complete all the requirements of the Evolve Intern Programme.

It is your responsibility to submit your assessments on time – Evolve Intern Programme staff will not chase you for late submissions, but these may jeopardise your internship and eligibility for Registration.

Document	Action	Due Date
Assignment One – Dispensing Checklist	Send to Society	22 Jan 2010
Appraisal One	Preceptor to conduct appraisal, complete documentation and send to Society	12 Feb 2010
Assignment Two – Dispensing: The Process	Send to Society	12 Feb 2010
Portfolio - Achievement Goals and Evidence Sheets	Send to Society	12 Feb 2010
Pharmacy Law & Ethics Workshop	Highly recommended (Dates to be advised)	March 2010
Calculations Test	To be completed in the workplace under supervision	11 March 2010
Appraisal Two	Preceptor to conduct appraisal, complete documentation and send to Society	19 March 2010
Portfolio - Achievement Goals and Evidence Sheets	Send to Society	19 March 2010
Law & Ethics Exam	To be advised	April 2010
Assignment Three – Patient Centred Care	Send to Society	26 March 2010
Appraisal Three	Preceptor to conduct appraisal, complete documentation and send to Society	23 April 2010
Assignment Four – Dispensing: The Patient	Send to Society	23 April 2010
Learning Portfolio - Including Achievement Goals and Evidence Sheets, Monthly Diary, Final Reflection Summary and First Aid Certificate	Send to Society	7 May 2010
Audio Conference	For information about the Assessment Centre	17 May 2010

The next available **Assessment Centre** is scheduled for **either Wednesday 19 May or 26 May 2010**. This date is yet to be confirmed. Attendance at the Centre is dependant on the intern being assessed as competent in Appraisal 3 and having completed at least 20 weeks of their 26 week training period.