

IPC Executive Committee Meeting

March 22, 2015

Revised Attendance Policy Regarding every 6 weeks Jackson Meetings

Being aware that all Jackson meetings are required for all active MARP members and that these requirements are essential to the time of your contract with the Board of Pharmacy, the increase in absences has forced new policies and enforcement.

- Absences should be avoided based on the early notification of these meetings
- An absence may be *excused* if written notice (via fax to Jerry's fax number, 662-328-1423) is given in advance at a Jackson meeting, or emailed to marpdd@aol.com) 7 days prior to the Jackson meeting you will be missing. Text messages to Executive Committee members will NOT be accepted.
- All requests for *excused* absences will be reviewed by the executive committee and the member will be notified the absence has been approved as *excused*.
- 2 approved *excused* absences will be allowed per 5 years – all subsequent *excused* absences above this limit will result in time being added to the contract with MARP
- An absence will be deemed unexcused if no advance written notice is given, if no documentation of your emergency is provided, and if you exceed the number of allowed *excused* absences per time frame (which is 2).
- Unexcused absences will result in 12 weeks being added to your contract.
- All documented extensions to your contract are noted in your file and kept track of by Jerry. The Board of Pharmacy will be notified when time is added due to an unexcused absence OR any time the contract is extended.
- Only 2 approved *excused* absences and 2 unexcused absences will be tolerated before the Board of Pharmacy is notified that you are in violation of your contract with MARP and further action should be taken.
- The annual MARP seminar is a REQUIRED function. The Board of Pharmacy will be notified and up to one year may be added to your contract should you not attend.