

## Continuing Pharmacy Education



### Provider e-Update

Greetings ACPE-accredited providers!

ACPE would like to share a few updates from our recent Commission and Board meetings.

1. ACPE Names Janet P. Engle as Executive Director
2. ACPE CPE Commission: Request Volunteer for Academic-based and State Board of Pharmacy Commission Members
3. New Topic Designator – 08 for Pain Management/Opioids
4. Guidance to Plan and Conduct Pharmacy Technician CE
5. Inform Your Learners: CPE Monitor Plus for Pharmacists
6. CPE Administrator Educational Opportunities
7. Annual Fees are Due – Credit Cards Accepted

For a short-cut to the previous versions of the CPE Provider eUpdate, please [click here](#).

#### 1. ACPE Names Janet P. Engle as Executive Director

The Accreditation Council for Pharmacy Education's (ACPE) Board of Directors is pleased to announce Janet P. Engle, PharmD, PhD (Hon), FAPhA, FCCP, FNAP, as its new Executive Director. Prior to accepting this position, Dr. Engle served as the Senior Associate Dean for Professional and International Affairs and Professor of Pharmacy Practice at the University of Illinois at Chicago College of Pharmacy. Dr. Engle is a highly accomplished and widely recognized leader within the profession, serving as president of the American Pharmacists Association (APhA), as a member of the Board of Directors for the Board of Pharmacy Specialties (BPS), and as a former voting member of the U.S. Food and Drug Administration's Nonprescription Drug Advisory Committee. Dr. Engle has been named as a Fellow for both APhA and the American College of Clinical Pharmacy (ACCP) and was elected as a Distinguished Practitioner in the National Academies of Practice in Pharmacy. Within ACPE, Dr. Engle has been engaged as an ACPE Site Team Evaluator for 27 years and was a member of the International Commission (IC) during the last seven years, including serving as the Chair.



The ACPE Executive Director serves as the chief administrative officer of the organization, reporting to the Board of Directors. Dr. Engle will be responsible for leadership of the organization, budget oversight and development, and strategic planning and analysis of the organization's operations. Collaboration with executive leaders of ACPE sponsor organizations and other professional and accreditation organizations, engaging with existing and new professional organizations to advance pharmacy practice and quality education, and serving as an ambassador for quality assured pharmacy education in many professional and interprofessional venues are also key components of the job responsibilities. Dr. Engle will begin her tenure as Executive Director in September 2019.

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### 2. ACPE CPE Commission: Request Volunteers for Academic-based and State Board of Pharmacy Commission Members

The Accreditation Council for Pharmacy Education (ACPE) is requesting volunteers for one vacancy on the ACPE Continuing Pharmacy Education Commission (CPEC) from the academic setting.

The duties of the CPEC include recommending policies and procedures for the ACPE Continuing Pharmacy Education Provider Accreditation program; assisting in strategic planning; contributing in the planning of ACPE's educational activities; and, reviewing ACPE-accredited provider's comprehensive reports, progress reports (and other reports as necessary) and recommending accreditation actions to the ACPE Board of Directors. The term of a CPE Commissioner is 3 years with an opportunity to serve additional term(s). Each CPEC member shall have experience in continuing and/or adult education and awareness of contemporary pharmacy education and practice.

The CPEC meets in May (mid, Tuesday-Thursday) and November (mid, Tuesday-Thursday) approximately one month prior to each January and June meeting of the ACPE Board of Directors. Meetings will be held at the ACPE office in Chicago. Each meeting will be two one-half days and one full day beginning with lunch in the office on Day 1, followed by an afternoon meeting, then a group dinner. Day 2 will convene with breakfast, followed by meeting, lunch, then meeting until 5:00 pm followed by dinner/free night. Day 3 will begin with breakfast followed by meeting that will conclude by noon. The term for this individual will begin January 1, 2020 and will conclude December 31, 2022 with the option of continuing for one additional term. ACPE will be responsible for expenses associated with the CPEC meetings, including commissioner travel, lodging, and meals.

Orientation for the selected Commissioner will include a 90-minute conference call plus serving as an observer in the Comprehensive Review process (the Comprehensive Review call is 2 hours in length) if schedule allows.

Interested individuals are asked to submit their vitae and a brief description as to why they would want to serve on the Commission. The ACPE CPE Director, Chair, and Vice Chair of the CPEC will review the submissions and present a recommendation to the Board.

If interested to serve on the CPE Commission please submit a vitae and a statement indicating why you would like to serve on the Commission by **October 11, 2019**, to Dimitra Travlos, [dtravlos@acpe-accredit.org](mailto:dtravlos@acpe-accredit.org).

### 3. New Topic Designator – 08 for Pain Management/Opioids

As of **January 1, 2020**, ACPE-accredited providers will have the ability to assign a topic designator (08) for pain management/opioid CE activities as follows:

**Pain Management/Opioids:** Covers all activities that address any component regarding the treatment and management of pain, including the prescribing, distribution and use of opioid medications, and/or the risks, symptoms, and treatment of opioid misuse/addiction.



### 4. Guidance to Plan and Conduct Pharmacy Technician CE

Similar to the education of pharmacists, there is a continuum of learning for pharmacy technicians. Many students attend a training program to become a pharmacy technician. Within the newly revised *ASHP/ACPE Accreditation Standards for Pharmacy Technician Education and Training Programs*, there is more emphasis on the collaborative behaviors and workflow of pharmacy technicians with pharmacists and health care staff, including these key structural changes to the Standards:

- Entry-level and Advanced-level pharmacy technician education and training standards have replaced the previous concept of one level of pharmacy technician education and training.
- All students need to complete an Entry-level program to pursue Advanced-level education and training or can complete a program that prepares for both levels as a continuous program.

The Entry-level program prepares students for practice as Entry-level pharmacy technicians in a variety of contemporary settings (e.g., community, hospital, home care, long-term care) and has students acquire knowledge, skills, behaviors, and abilities needed for such practice.

The Advanced-level program prepares students for practice as Advanced-level pharmacy technicians, in a broad range of advanced roles in a variety of contemporary settings (e.g., community, hospital, home care, long-term care) and has students acquire additional knowledge, skills, behaviors, and abilities beyond those of the Entry-level pharmacy technician, needed for such advanced practice.

As accredited CPE providers, all CPE activities must be in compliance with the *ACPE Accreditation Standards for Continuing Pharmacy Education*. Organizations must plan appropriately for pharmacy technicians including identification of an educational gap, development of measurable learning objectives, inclusion of balanced content, use of active learning techniques and incorporation of learning assessment methods. ACPE has developed guidance to assist ACPE-accredited providers in [designing continuing education for pharmacy technicians](#).

### 5. Inform Your Learners: CPE Monitor Plus for Pharmacists

In April 2018, the National Association of Boards of Pharmacy® (NABP®) launched the CPE Monitor® plus plan for pharmacists. The plus plan allows those who pay the annual subscription fee to access expanded features for CPE Monitor. Developed in partnership with the Accreditation Council for Pharmacy Education (ACPE), the upgraded features of the plus plan provide pharmacists with even more information to keep track of continuing pharmacy education (CPE) requirements and deadlines necessary to maintain their licenses. It also enables licensees to upload and apply non-ACPE-accredited CPE courses and certificates or relevant state licenses; receive notifications when CPE cycle deadlines are approaching; and generate reports of CPE activity using a custom data range or the current CPE cycle of the relevant license.

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Initially, CPE Monitor's new, expanded features were only available via the NABP e-Profile mobile app; in March 2019, NABP expanded the desktop version to include these features. Now, those who upgrade from the standard plan to the plus plan can log in to their e-Profile on their desktop as well as via the mobile app to experience the expanded CPE Monitor features. The standard plan – the free version that has been available to pharmacists since CPE Monitor launched in 2011 – is also available for use on mobile devices.

Key feature of the plus plan include:

- License status screen showing hours completed and hours needed for each license;
- Breakdown of renewal requirements (50 states & District of Columbia);
- Notifications regarding CPE cycles;
- Detailed transcripts for each state license;
- Ability to upload credits to licenses in states where this is allowed;
- Access ACPE's continuing professional development (CPD) tools;
- Access to ACPE's Pharmacists' Learning Assistance Network (P.L.A.N.) to find CPE (available to both standard and plus users);
- Ability to edit license information in e-Profile (plus and standard).

A one-year subscription is \$29.95, no matter how many licenses the user has at the time of subscribing, or may add in the future.

CPE Monitor Plus offers pharmacists the ability to enter non-ACPE credit into their e-profile/transcript. Non-ACPE activities are CPE credits from a provider that is not accredited by ACPE. These are typically board-approved activities and may not be accepted by all state boards of pharmacy. These credits may come from local or national providers or can be continuing medical education, or another type of activity.

All states accept ACPE credits, and most will also accept non-ACPE credits. Please note that renewal requirements vary per state and non-ACPE credits may not be valid everywhere.

Non-ACPE credits are not reported by the provider to CPE Monitor®, but users can add them to their transcript if they are a plus plan user. Non-ACPE credits will need be added manually either via the desktop or the mobile app. The following activity information will be needed in order to upload the activity:

- date of the activity,
- title of the activity,
- number of contact hours for the activity,
- provider,
- format (live or home study),
- topic, and
- who approved the course (for example board of pharmacy or ACCME).

Users have the option to upload a photo of the certificate, if available.

Information is available on the [NABP website](#) and in the mobile app if you need further assistance.



### 6. CPE Administrator Educational Opportunities

#### **CPE Administrator Workshop**

We have scheduled our Spring 2020 Continuing Education Administrator Workshop and hope you can make it! The workshop is scheduled for April 27-28, 2020 in Chicago. The workshop is designed to provide a working knowledge of the ACPE accreditation process as it relates to continuing pharmacy education, including training and group activities on the ACPE *Standards for Continuing Pharmacy Education*, Policies and Procedures Manual, Provider Web Tool, and Continuing Professional Development for the CE Professional. The workshop also strives to offer opportunities for networking with other ACPE-accredited providers.

Registration information will be available in January. If you have any questions, please contact [ceinfo@acpe-accredit.org](mailto:ceinfo@acpe-accredit.org).

#### **Alliance 2020 Annual Conference**

Register today to attend the Alliance 2020 Annual Conference, January 8-11 at the Marriott Marquis in San Francisco, CA. Enjoy the beautiful California weather as you gather with more than 1,200 of your peers in the CPD community to share best practices and learn about the latest trends coming to the industry.

Reasons to Attend:

- 70+ education sessions led by your peers, subject matter experts, and HCP learners on key topics impacting our industry today, including research, joint accreditation, and technology advancements.
- 70+ industry-leading suppliers showcasing their best products and services.
- Over 10 hours of dedicated time to network with your peers. Share best practices, and exchange ideas as you mix and mingle in-between sessions.

Visit the [Alliance conference website](#) for more information.

#### **Life Long Learning in Pharmacy 2020**

With just over 10 months until Life Long Learning in Pharmacy 2020 (LLLP2020), the team in Ireland are hard at work planning an exciting and engaging programme for attendees. The best way to keep up to date with conference news is to sign up to the mailing list on the [LLLP website](#) or specifically [here](#).

The Conference will take place Friday, July 3, 2020 – Monday, July 6, 2020 in the historic Royal College of Surgeons in Ireland's Dublin campus right in the heart of the Irish capital city. According to the LLLP2020 Host Committee, anyone planning to attend should come prepared for a jam-packed programme, plenty of networking opportunities, lots of fun and a big Irish welcome!

In the coming weeks and months there will be updates about conference registration, abstract submission and keynote speakers through the Life Long Learning in Pharmacy Social Media platforms, but the best way to keep up to date will be to receive direct communications from the conference team when you sign up to the mailing list.

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### 7. Annual Fees are due – Credit Cards Accepted

Invoices were emailed the first part of August. Invoices should be paid upon receipt. ACPE will accept payment via credit card, check, and wire transfers. If you would like to view your fee level, please do the following:

- **Login to CPE monitor**
- **Click on Reports**
- **Under report types: click on Annual Activity**
- **ESU Year: select 6/1/2018 – 5/31/2019**
- **Click search**

Fees for evaluation by ACPE for purpose of initial accreditation or sustaining accreditation are set at a level intended to assist in the support and continued improvement of accreditation services. Sustaining or annual fees is based on a calculation: number of continuing education units (CEUs) of a CPE activity multiplied by the number of participants transmitted via CPE Monitor™. The product is the Educational Service Unit (ESU). The sum of the ESUs of the CPE activities for each provider is categorized into a level. The invoice may be paid by check, electronic funds transfer, or credit card. [To pay by credit card please click on this link.](#) Please note that there is a 3.5% handling fee.

As always, please do not hesitate to contact CPE staff with any questions. [ceinfo@acpe-accredit.org](mailto:ceinfo@acpe-accredit.org) | (312) 664-3575.