Hello Providers,

The ACPE CPE Commission and Board of Directors met in Chicago on May 13-15, 2014, and June 18-22, 2014, respectively, with full agendas of accreditation and strategic items. Below, please find the current CPE Commission members.

<table>
<thead>
<tr>
<th>ACPE CPE Commission Members</th>
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<td>Front (left to right):</td>
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<tr>
<td>Shelby Englert, Tian Merren</td>
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<td>Owens (Vice Chair), Anita</td>
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<tr>
<td>Young, Donna Wall (ACPE</td>
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<td>Board Liaison), Janet Cline</td>
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<td>(Chair), Tim Welty</td>
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<td>Back (left to right):</td>
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<tr>
<td>Dennis Brierton, Kathleen</td>
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<td>McCartney, Kevin Mitchell,</td>
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<tr>
<td>Richard Arymowicz</td>
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<td>Absent: Tracy Hunter</td>
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In this mid-summer issue of the Provider eUpdate, we share the following:

1. New Continuing Pharmacy Education Commission (CPEC) Members
2. CPE and CPD Guidance Document
4. Standards for Commercial Support
5. Cosponsorship
6. Educational Opportunities
7. Administrative Items

For a short-cut to the previous versions of the CPE Provider eUpdate, please <click here>.

As always, please do not hesitate to contact CPE staff with questions related to CPE activities. ceinfo@acpe-accredit.org | (312) 664-3575

All the Best,
Jennifer L. Baumgartner, PharmD, BCPP
Assistant Director, CPE Provider Accreditation Program
Accreditation Council for Pharmacy Education
Continuing Pharmacy Education

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1. Continuing Pharmacy Education Commission (CPEC) Members and Officers

ACPE would like to welcome three new members appointed to the CPE Commission:

• Dennis Brierton, PharmD, BCPS, FASHP, Director of Clinical Pharmacy Services, Aurora Health Care (Term through December 2015)
• Tracy Hunter, RPh, MS, PhD, Director of Continuing Professional Development, Wingate University (Term through December 2016)
• Kevin Mitchell, RPh, Rite Aid, and Ohio State Board of Pharmacy member (Term through December 2016)

In addition to welcoming our new Commissioners, ACPE would like to thank and congratulate outgoing members Amir Emamifar, PharmD, MBA, Kristin Janke, PhD, and John Kirtley, PharmD, for their dedicated service and hard work in achieving the objectives of the CPE Commission.

For 2014, the ACPE Board of Directors named Janet Cline, RPh, as Chair of the CPE Commission and Tian Merren Owens, PharmD, MS, as Vice Chair. Donna Wall, PharmD, served as ACPE Board Liaison to the CPE Commission for January-June 2014, and John Kirtley, PharmD, will serve as Board Liaison for the remainder of 2014.

2. CPE and CPD Guidance Document

In October 2006, the ACPE Board of Directors adopted a revised Definition of Continuing Education for the Profession of Pharmacy which better describes the quality of continuing pharmacy education (CPE) required by ACPE and assists accredited CPE providers in planning activities applicable to the professional development of pharmacists and pharmacy technicians. CPE, as defined by ACPE, is an integral and essential component of the broader approach to learning that is continuing professional development (CPD).

The purpose of CPD is to ensure that health care professionals maintain their knowledge, skills, and competencies to practice throughout their careers; improve personal performance; and enhance their career progression. Structured educational activities (e.g. CPE) as well as a diverse range of informal learning activities may benefit pharmacists and pharmacy technicians in their lifelong learning. Attributes of experiences beneficial in CPD involve selecting learning opportunities in response to identified personal and professional needs and goals which focus on specific learning objectives and associated outcomes.

In an effort to assist the profession, ACPE has developed Draft Guidelines on Continuing Pharmacy Education (CPE) and Continuing Professional Development (CPD) which describes the components of CPD as an approach to self-directed lifelong learning and offers categories and examples of learning activities which can contribute to the development of pharmacy professionals. ACPE is requesting that stakeholders review the
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draft Guidelines and provide input on types of learning activities that could contribute to continuing professional development beyond CPE. Input will be collected through an online survey that can be accessed at https://www.surveymonkey.com/s/HWLPYXB through September 5, 2014. Thank you in advance for your participation.


At its January 2014 meeting, the ACPE Board of Directors approved modifications to Standard 11 (Evaluation of CPE Activities) of the Accreditation Standards for Continuing Pharmacy Education. Changes to the Standard were developed based on input from providers, consideration of assessment data since adoption of the 2009 CPE Standards, and surveillance of the continuing education environment.

Consistent with the purpose of Section 4 (Evaluation) of the Standards, the intent of Standard 11 is to ensure providers evaluate the effectiveness of their CPE activities and use data from evaluations for continuous quality improvement of the CPE program. Providers should act proactively and intentionally in establishing evaluation components relative to the desired outcomes of their CPE activities and overall program. Activity evaluations should incorporate items and elements which aid providers in gathering information to determine achievement and impact of mission and goals. In doing so, providers should be mindful that evaluation feedback may be applicable to the provider’s processes and procedures relevant to other CPE Standards (e.g. content and format without bias or promotion per Standards for Commercial Support).

The changes to Standard 11 include:

- Modifying the language of the Standard with a focus on utilizing evaluations consistent with the desired outcomes of the CPE activity for the purpose of continuous improvement of the CPE program.
- Including the seven activity evaluation elements in the guidance portion of the Standard, thereby removing associated requirement for inclusion.
- Modifying the rubric to reflect the changes in the Standard.

The modifications to Standard 11 went into effect on July 1, 2014. All accredited CPE providers are expected to update their processes to ensure compliance with the Standard which can be found here. Please contact ACPE staff with any questions regarding the content of the documents.

4. Standards for Commercial Support

Modifications to Standards for Commercial Support (SCS)

ACPE has implemented changes to the Standards for Commercial Support (SCS) to prohibit the use of commercial interest logos in the disclosure of commercial support to learners. The change includes modifications to Guideline 4 (SCS 5.4) and Guideline 6 (SCS 5.6) as shown below. Additions are shown in blue.
Guideline 4: Appropriate Management of Associated Commercial Promotion
SCS 5.4c. Educational materials that are part of a CPE activity, such as slides, abstracts and handouts, cannot contain any advertising, corporate logo, trade name or a product-group message of an ACPE-defined commercial interest.

Guideline 6: Disclosures Relevant to Potential Commercial Bias
SCS 5.6d. Disclosure of commercial support must never include the use of a corporate logo, trade name or a product-group message of an ACPE-defined commercial interest.

The modifications are effective immediately. However, accredited providers are not expected to change or reprint any materials that currently exist. Accredited providers will be expected to make any necessary changes to CPE materials by May 2015.

The modified SCS guidelines pertaining to the use of logos can be found here as well as on the ACPE website: https://www.acpe-accredit.org/ceproviders/standards.asp. Additionally, relevant documents (i.e. CPE Standards, Rubric) are being updated to reflect the change.

Examples of SCS Compliance and Noncompliance
ACPE is sharing the Accreditation Council for Continuing Medical Education’s (ACCME) examples of providers’ practices, programs, strategies or procedures pertaining to the Standards for Commercial Support. The goal of these examples is to enable providers and CE stakeholders to learn from each other and to understand how ACPE determines compliance and noncompliance with its requirements.

The examples can be found here as well as on the ACPE website: https://www.acpe-accredit.org/ceproviders/standards.asp

5. Cosponsorship – Change in Terminology

At its June 2014 meeting, the ACPE Board of Directors approved a change in terminology from ‘cosponsorship’ to ‘joint providership’ in an effort to promote consistency in nomenclature in accredited continuing education. Joint providership occurs when an ACPE-accredited provider collaborates on content development with another ACPE-accredited provider and/or a non-ACPE-accredited organization. ACPE expects all CPE activities to be in compliance with the Accreditation Standards for Continuing Pharmacy Education and the ACPE Policies and Procedures. In a joint providership, it is the accredited provider’s responsibility to demonstrate compliance to ACPE through written documentation.

For non-ACPE-accredited organizations interested in offering CPE credit for their educational offerings, ACPE created a list (based on provider self-report) of accredited providers who may be available to enter into a joint providership. Organizations may review the list of ACPE-accredited providers here. The organization may contact an ACPE-accredited provider and express its desire to conduct a CPE activity with ACPE.
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credit. If the ACPE-accredited provider agrees, the organization must comply with the ACPE-accredited provider’s procedures for joint providership. As a resource for non-ACPE-accredited organizations, a fact sheet regarding joint providership was created and can be found here.

6. Educational Opportunities

CPE Administrator Workshop
ACPE will be offering a CPE Administrator Workshop on October 8-9, 2014 at the ACPE office in Chicago, IL. 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 for the workshop is now available on the ACPE website. We look forward to seeing you!

CPE Administrator Webinars
Providers are reminded of the availability of the CPE webinar series which offers instructional content related to ACPE Standards and Policies. New CPE Administrators, providers preparing for Comprehensive Review, or those unable to attend the live CPE Administrator workshops may benefit from purchasing individual webinars ($50-$100 per webinar) or the full series for $475. Unlimited access is available for one year from date of webinar purchase.

To learn more about the Webinar series and to make your purchase, click here.

If you have additional questions or concerns, please consult the FAQ page by clicking here or contact ACPE staff.

Alliance for Continuing Education in the Health Professions (ACEhp)
ACEhp is an international membership community dedicated to accelerating excellence in health care performance through quality education, innovation, advocacy, and collaboration. ACEhp offers a variety of educational opportunities for continuing education professionals. On September 23-25, 2014, the Alliance Quality Symposium, Data Driven Quality Improvement in CE: What is Your Recipe for Success?, will take place at the Baltimore Marriott Waterfront, Baltimore, MD. The program will highlight several approaches for quality improvement and share success stories to help participants understand how to plan and implement a quality improvement education (QIE) program. An agenda and registration information can be found on the ACEhp website.

Additionally, ACEhp will be holding its annual meeting, Measuring Our Impact, on January 14-17, 2015, at the Gaylord Texas Resort in Grapevine, TX. Please refer to the ACEhp website for additional information about the annual conference as it becomes available.
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7. Administrative Items

Annual Accreditation Fees
With CPE Monitor in effect during the course of the most recent annual activity reporting period (6/1/13-5/31/14), providers no longer need to complete an Annual Activity Update (AAU) in the Provider Web Tool. Rather, the annual fee is based on the activity and participant information uploaded to CPE Monitor. To view your annual fee level, please do the following:

a. Login to CPE Monitor
b. Click on Reports tab
c. Under Report Type, select Annual Activity
d. Under ESU Year, select ‘6/1/2013 - 5/31/2014’
e. Click on Search

The report will generate the Universal Activity Numbers (UANs) and related fields submitted to CPE Monitor for the given ESU Year as well total number of participants, total ESU, fee level, and total fee. Invoices will be created using this information and emailed to the CPE Administrator on file in August 2014. Payment is due upon receipt of the invoice.

Provider Verification Form
As a reminder, providers are asked to regularly review the information in the Provider Verification Form for accuracy. When a change in administrator, address, or other contact information occurs the provider must submit the updated information via the Provider Verification Form in the Provider Web Tool by completing the following steps:

a. Login to the Provider Web Tool
b. Click on Provider Verification Form
c. Click on Make Changes
d. Follow the instructions at the top of each page to make changes to the appropriate fields
e. Once all changes have been made, a final page will appear stating “Provider Verification – Complete”