



ACCREDITATION COUNCIL
FOR PHARMACY EDUCATION



CPE Updates Accreditation Cycle Observations 2025

“What We Will Cover Today”

- Summarize compliance results of the most recent evaluation cycle.
- Interpret the ACPE Standards for Continuing Pharmacy Education (CPE) that are most challenging for providers.
- Describe the expectations for Continuing Professional Development (CPD) for CPE Administrator.
- Introduce CPD Program Accreditation.
- Provide the guidance for the use of Artificial Intelligence (AI)
- Outline the changes to the evaluation process/rubric.



ACPE Continuing Pharmacy Education (CPE)

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Joint Accreditation Coordinator





Year: 1975

Which of the following major events ***DID NOT*** happen in 1975?

- A. Microsoft was founded
- B. ACPE Continuing Pharmacy Education Provider Accreditation was founded
- C. “Jaws” hit theatres
- D. Elvis Presley died

D. Elvis Presley died in 1977





Celebrate
50 years
ACPE
CPE Accreditation!

<https://www.acpe-accredit.org/acpe-ce-50th-anniversary/>



ACPE CPE ENTERPRISE

262 Accredited Providers

Academia
(Colleges/Schools)

68

Educational Companies

39

Hospitals/Healthcare
Networks

68

Publishers/Government

9

Local/State/National
Associations

67

Other

11



Accreditation with Commendation



Ten (10) providers have been granted this designation:

- American Society of Health-System Pharmacists
- Drug Information Association (DIA)
- Global Education Group
- Howard University College of Pharmacy
- Texas Tech University Health Sciences Center School of Pharmacy
- The University of Texas MD Anderson Cancer Center
- TRINU Corporation
- UAB Hospital Department of Pharmacy
- United Health Group Center for Clinician Advancement
- University of Oklahoma College of Pharmacy

Congratulations!





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Evaluation Cycle

Fall 2024 Evaluation Cycle

Evaluation	# Reports	Accreditation Term	Next Report
New Applications	4	2-year	First Review
First Review	1		Second Review
Second Review	2		Comprehensive Review
Comprehensive Review	4	6-year	Comprehensive Review
	12	6-year	Interim Report
	3	1-year	Progress Report

Evaluation	# Reports	Next Report
Interim Reports	9	Comprehensive Report
	12	Interim Report

Evaluation	# Reports	Accreditation Action
Commendation	1	Not Awarded



Fall 2024 Evaluation Cycle

Evaluation	# Reports	Accreditation Action
Progress Reports	1	6-year term Interim Report



Spring 2025 Evaluation Cycle

Evaluation	# Reports	Accreditation Term	Next Report
New Applications	2	2-year	First Review
First Review	4		Second Review
Second Review	4		Comprehensive Review
Comprehensive Review	3	6-year	Comprehensive Review
	17	6-year	Interim Report
	2	1-year	Progress Report

Evaluation	# Reports	Next Report
Interim Reports	14	Comprehensive Report
	16	Interim Report

Evaluation	# Reports	Accreditation Action
Commendation	2	Awarded

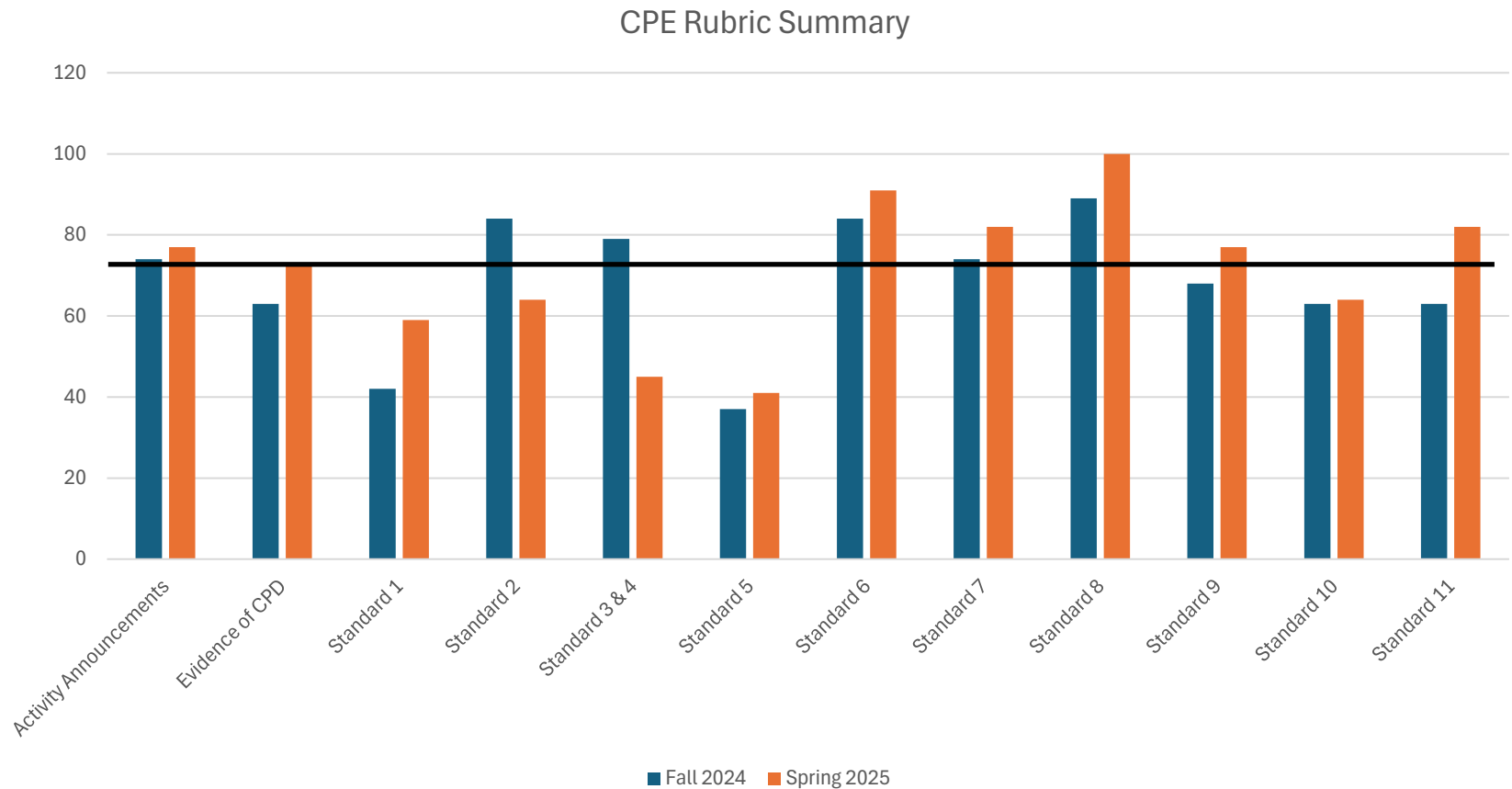


Spring 2025 Evaluation Cycle

Evaluation	# Reports	Accreditation Action
Progress Reports	2	1-year term Progress Report PROBATION

Evaluation	# Reports	Accreditation Action
Progress Reports PROBATION	1	WITHDRAWAL

Comprehensive Reviews – Compliance Rates (%)





ACCREDITATION COUNCIL
FOR PHARMACY EDUCATION



ACCREDITATION COUNCIL FOR PHARMACY EDUCATION
Accreditation Action and Recommendations Document

Provider Name
Provider ID

Date of Board Meeting

Accreditation Action & Recommendations Document

Common Pitfalls

Standard 1 – Achievement of Mission and Goals

- Goals not specific and measurable
 - *“Improve pharmacists' knowledge”*
 - *“Provide high quality CE activities”*
- Assessment plan is lacking or does not align with mission and goals
- Data collection/analysis focuses on individual CPE activities rather than overall CPE program
 - Raw data
- Use of data analysis for ongoing improvement not evident



Mapping CPE Mission to Goals

Mission Statement: Deliver CPE activities to **pharmacists and pharmacy technicians** focused on **education relevant to clinical practice** to empower pharmacists and pharmacy technicians **to apply learning to practice and improve patient care.**



Goal #1	Goal #2	Goal #3	Goal #4
CPE Activities for Pharmacist Clinical Practice Offer 10 or more hours of CPE for pharmacists specifically related to each of the following areas: antimicrobial stewardship, new guidelines, and medication safety.	CPE for Pharmacy Technician Clinical Practice Offer 10 or more hours of CPE for pharmacy technicians related to each of the following areas: immunization training, tech-check-tech initiatives, community health worker training.	Apply Learning to Practice Over 50% of pharmacists and technicians completing CPE report agree/strongly agree on activity evaluations that educational contents reinforced current practice or helped to identify an opportunity to improve practice.	Improve Patient Care Increase the number of appropriately documented medication errors by 10%.

Common Pitfalls

Standard 2 – Gap Analysis

- Process outlined but identified gaps and/or underlying educational needs of target audience are not evident
- Evidence of how gap analysis informed development of specific CPE activities not demonstrated, i.e. determination of activity type, creation of objectives, alignment with active learning/learning assessment





Gap Analysis Process

Heart Failure Activity

PHARMACIST/TECHNICIAN

IDENTIFIED EDUCATIONAL NEED	SUPORRT FOR NEED	EDUCATIONAL GAP	POTENTIAL LEARNING OBJECTIVES
Heart failure (HF) affects approximately 5 million people in the United States, resulting in considerable morbidity and mortality and high healthcare costs.	Pharmacotherapy remains central to the management of chronic heart failure (HF) for symptom management, prevention of disease progression and reductions in hospitalizations and mortality. After more than a decade, two new therapeutic options for HFrEF became available in 2015.	2016 ACC/AHA/HFSA Updated Guideline for the Management of Heart Failure. Need to define the role of these new therapies in the context of conventional guideline-directed medical therapy.	Review the updated guidelines for the management of chronic heart failure (HFrEF). Evaluate the latest trial data for the new approved agents for HFrEF. Define the role of these new agents for the management of HFrEF.

Reference: 2016 ACC/AHA/HFSA Updated Guideline for the Management of Heart Failure. Journal of the American College of Cardiology 2016: <http://dx.doi.org/10.1016/j.jacc.2016.05.011>.

Common Pitfalls

Standard 3 – CPE Activities

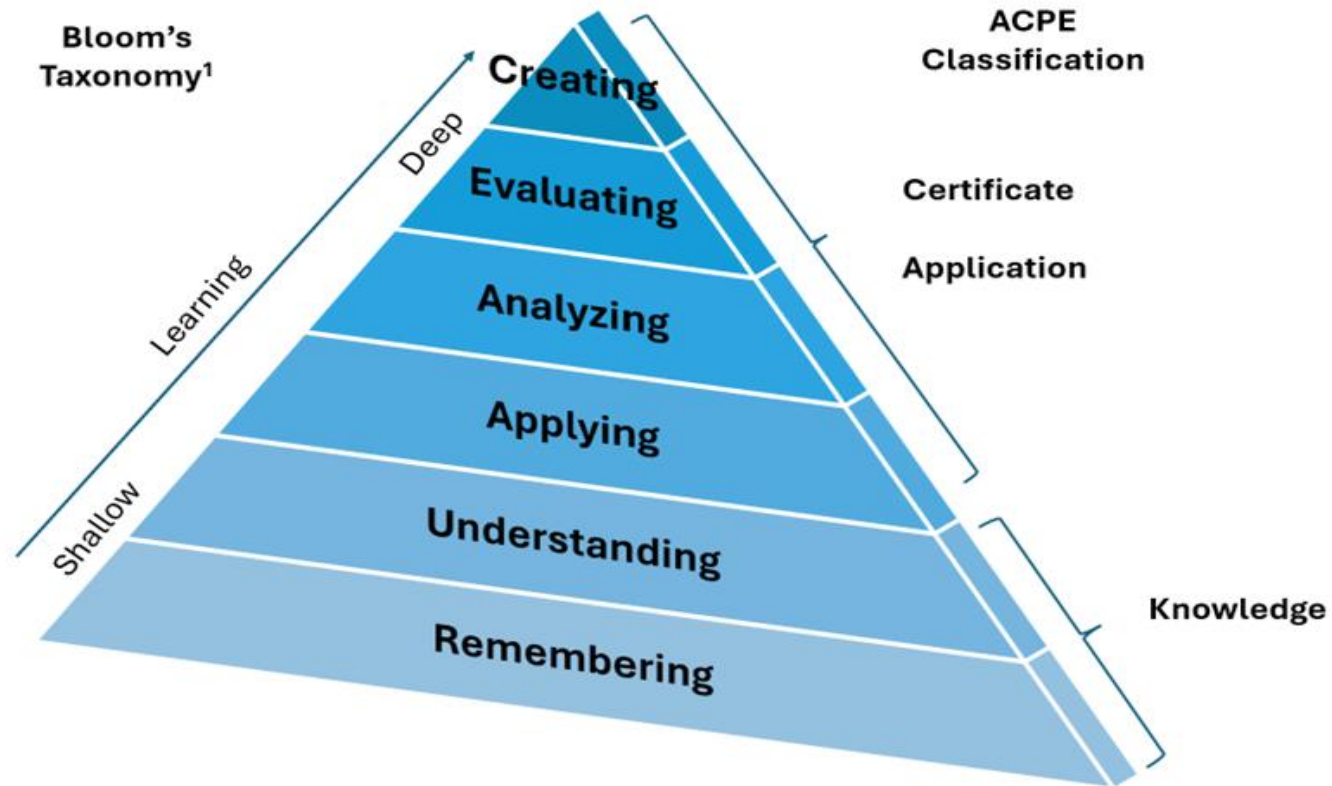
Standard 4 – CPE Learning Objectives

- Learning objectives not consistently specific or measurable
- Learning objectives do not match activity type.



CPE Activity Types

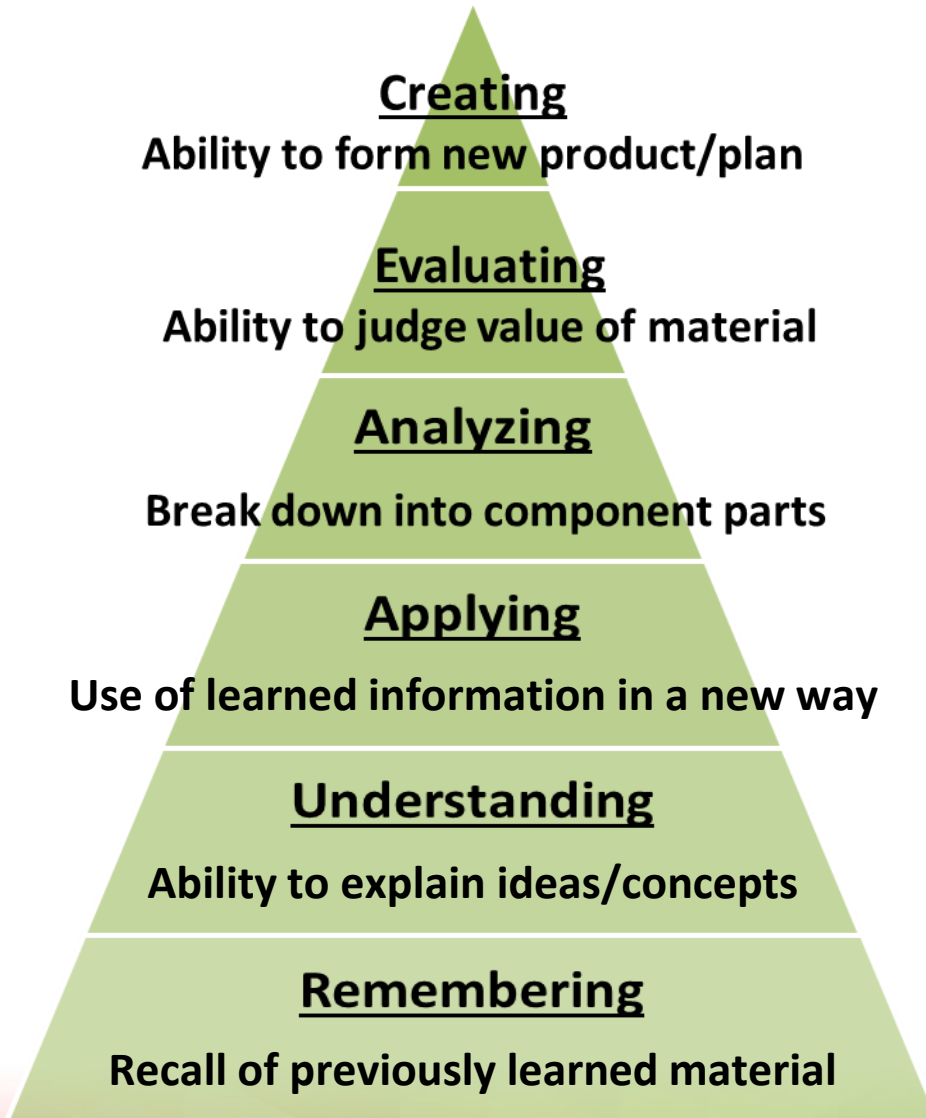
Relative to taxonomies of learning, CPE activities progress through continuum of learning: Knowledge → Application → Certificate



Anderson, L.W. and David R. Krathwol, D.R., et al (2000) *A Taxonomy for Learning, Teaching, and Assessing: A Revision of Bloom's Taxonomy of Educational Objectives*. Allyn & Bacon



CPE Activity Objectives



Creating: Assemble, construct, create, design, develop, formulate, plan, propose

Evaluating: Appraise, argue, assess, defend, evaluate, judge, select, support, value

Analyzing: Calculate, compare, contrast, differentiate, discriminate, distinguish, examine, experiment, test

Applying: Choose, demonstrate, employ, illustrate, interpret, operate, schedule, sketch, solve, use, write

Understanding: Classify, describe, explain, identify, locate, outline, recognize, report, select

Remembering: Define, list, name, order, recall, repeat, reproduce, state

Common Pitfalls

Standard 5

- Policies/Procedures outdated
 - Changes to terminology
 - Disclosure of **ALL** financial relationships is not obtained for **ALL** individuals with the ability to control content (faculty, speakers, and planners) and the relevant financial relationships disclosed to learners
 - Mechanisms to **mitigate** conflicts of interest are not evident
 - Disclosure to learners includes all persons with the ability to control content

Standards for Integrity and Independence

Tools/Resources

- ✚ Standard 5 – Standards for Integrity and Independence (Effective January 1, 2022)
 - Standards for Integrity and Independence Rubric
 - Transition Checklist
 - Content Validity Toolkit
 - Identification, Mitigation, Disclosure Toolkit
 - Standards for Integrity and Independence Webinars
 - Frequently Asked Questions
 - Eligibility
 - Content Validity
 - Prevent Commercial Bias and Marketing
 - Identify, Mitigate and Disclose Financial Relationships
 - Manage Commercial Support
 - Manage Ancillary Activities with Accredited CE

<https://www.acpe-accredit.org/continuing-education-provider-accreditation/#tab-ToolsandResources>



The Road to Compliance

Process & Documentation



Breakout Session – 15 minutes

"Peers & Pitfalls: Collaborating on Compliance Challenges"

- Identify common compliance challenges specific to their organization type.
- Share practical strategies and tools used to meet accreditation standards.
- Build connections with peers for ongoing support and collaboration.
- Reflect on opportunities to improve internal processes based on shared experiences.



Policies/Procedures

- Continuous Professional Development (CPD) for CE Administrators (Policy 1.0)
 - CPD Workbook
 - Competency Areas for CPE Professionals



CPD Process for CPE Administrators

- ✓ Annual self-assessment of NLCs
- ✓ Log CPD activities over the course of the year
- ✓ End-of-year reflection
- ✓ Administrators submit worksheet + activity log as evidence of Section V, Policy 1.0 during Comprehensive Review

The image shows three overlapping Excel spreadsheets used for the CPD process for CPE Administrators:

- End-of-Year Reflection:** The top sheet, titled "End-of-Year Reflection", includes a header stating "Reflection can serve as a reminder of your learning and development over time as well as aid in informing". It has a date field and a section for "Competency Area".
- CPD Activity Log for CE Professionals:** The middle sheet, titled "CPD Activity Log for CE Professionals", includes a header stating "By submitting the information on this spreadsheet, you are affirming that this information is true." It has a date field and a section for "Competency Area".
- CPD Professional Self-Assessment Worksheet:** The bottom sheet, titled "CPD Professional Self-Assessment Worksheet", includes a header with the ACPE logo and the title "CPD for CPE Professionals Self-Assessment Worksheet and Activity Log". It contains sections for "Overview", "Instructions", and "Organization". The "Instructions" section includes:
 - Conduct an annual self-assessment of the National Learning Competencies (NLCs) using the CE Professional Self-Assessment Worksheet.
 - Based on your self-assessment, identify and document 1-2 competencies as areas of focus for the coming year.
 - Over the course of the year, document professional development activities in the CPD Activity Log for CE Professionals, noting competency areas addressed by the activity where applicable. If more than one competency area applies, select the most relevant.
 - Complete the End-of-Year Reflection, triggering self-assessment of the National Learning Competencies for the subsequent year.
 The "Organization" section includes a table of contents:

Introduction
CPE Professional Self-Assessment Worksheet
Activity Log: Education & Professional Study
Activity Log: Professional Memberships
Activity Log: Volunteering
Activity Log: Presentations & Publications
Activity Log: Research & Other
End-of-Year Reflection

ACPE CPE Tools and Resources, Policy 1.0

<https://www.acpe-accredit.org/pdf/Excel%20Documents/AdministratorCPDWorksheetFINALSept2021.xlsx>



CPD Documentation

- ✓ **Assessing Educational Gaps:** Identifying areas where additional knowledge, skills, or strategies are needed—either in your own practice or within your team or CE program.
- ✓ **Seeking Relevant Training or Learning Activities:** Participating in professional development activities (e.g., workshops, webinars, courses, peer learning) that address the identified gaps.
- ✓ **Applying What You've Learned:** Actively incorporating new knowledge or skills into your CE planning, delivery, evaluation, or overall program improvement.
- ✓ **Recording the Process:** Keeping a record of the gap identified, the learning activity completed, and how the learning was applied—this helps demonstrate intentional, outcomes-based professional growth.



CPD Documentation



CPD Activity Log for CPE Professionals

1/_1_/_24_ to _12_/_31_/_24_

By submitting the information on this spreadsheet, you are affirming that this information is true.

Additional documentation may be requested.

EXPERIENCE & ENGAGEMENT IN HEALTHCARE CE/CPD

Record activities related to your professional development in healthcare CE/CPD and not part of your job or job functions.

RESEARCH	<i>Engagement by providers in the scholarly pursuit of research related to the effectiveness of and best practices in CE/CPD supports the success of the enterprise. Participation in research includes developing and supporting innovative approaches, studying them, and disseminating the findings, which may be documented under Presentations/Publications.</i>	Competency Area
	As part of professional development committee, we are incorporating review of articles, access to preceptor conferences, educational sessions with newer staff and residents, resident case conferences (non-CE) as trainings prior to providing CE activities.	Adult/Organizational Learning Principles
	2023: Role of the Research Pharmacist: Current State and Future Direction; Midyear Clinical Meeting and Exhibition, M Myerson, S Manners, K Zinchuk, J Silverman	Collaborating/Partnering
	(see prior tab for posters)	

Breakout Session – 15 minutes

"From Learning to Leading: Applying CPD to Your CE Program".

- ✓ How you identify gaps in your own knowledge or skills
- ✓ The types of professional development you seek
- ✓ How you apply what you learn to planning, delivering, or improving CE.



CPD Program Accreditation Pathway

- Began January 1st, 2024
 - CPE providers may submit plans for CPD programs.
 - Award CPD credit for different components of the CPD cycle: Reflect, Plan, Learn, Apply, Evaluate, Review/Record.
- As of June 2025, four accredited CPD programs.
 - The University of Florida College of Pharmacy
 - The University of Texas at Austin College of Pharmacy
 - ProCE, LLC.
 - Dana-Farber Cancer Institute
- Principles of CPD Programs, Policies, and Procedures
 - Principles/Criteria: <https://www.acpe-accredit.org/pdf/ApprovedCPDCriteriaProviderPilotJune2021.pdf>
 - Policies and Procedures
- Contact cpdinfo@acpe-accredit.org for more info.



AI Guidance

- Based on findings from 2025, the initial ACPE AI Guidance was revised to include additional considerations related to GenAI use. Available here:
<https://www.acpe-accredit.org/pdf/CPD/ACPE%20Guidance%20for%20AI%20Use%20in%20CPE.pdf>
- Divided into the following sections:
 - **Risks Related to the Use of AI in Continuing Education Activities**
 - Content Validity, Accuracy, and Bias
 - Regulatory Risks
 - Intellectual Property Rights
 - Confidentiality
 - **General Guidance**
 - Closed vs Publicly-available AI systems, Data Compliance and Privacy, Disclosure and Citation
 - **Guidance for Providers Related to Staff, Faculty, and Learners**
 - Considerations for...
 - **Who** can and should use GenAI.
 - **When** AI should or should not be used.
 - **How** AI should and should not be used in accredited CE.



Policies/Procedures

Provider Web Tool

- Activity duration change
 - Knowledge-based (K): 15 minutes
 - Application-based (A): 30 minutes
 - Certificate programs (C): 8 hours
- Competencies
 - 2022 AACP Curricular Outcomes and Entrustable Professional Activities (COEPA) – Pharmacists
 - ASHP/ACPE Accreditation Standards for Pharmacy Technician Education and Training Programs – Pharmacy Technicians
 - Pharmacy Technician Content Outline (PTCB) – Pharmacy Technicians (Provider Web Tool)
- Data collection – activity fees
 - Includes registration, subscription, and/or membership
- BPS-approved providers



Policies/Procedures



- Provider Web Tool – Activity Description Forms (Policy 9c)
 - **Added topic designator 99** - activities related to topics relevant to the practice of pharmacy not included in the classifications of the topic designators 01-08.
 - Include (plus tags) **regulatory and re-certification requirements**

CPE Updates

- Standard 5 – Standards for Integrity and Independence
 - *Compliance Check*
- Tools/Resources
 - <https://www.acpe-accredit.org/continuing-education-provider-accreditation/#tab-ToolsandResources>

Examples and Templates for Standards and Policies

- + Standard 1 – Achievement of Mission and Goals
 - [Click here](#) for Guidance and Examples
- + Standard 2 – Gap Analysis
 - [Click Here](#) For the Sample Activity Planning Gap Analysis Form
- + Standard 3 – Continuing Pharmacy Education Activities
 - Activity Types
 - Guidance Document for Certificate Program Activities
- + Standard 4 – CPE Activity Objectives
 - Guidance on Suggested Verbs for Learning Objectives
- + Standard 5 – Standards for Integrity and Independence (Effective January 1, 2022)
 - Standards for Integrity and Independence Rubric
 - Transition Checklist
 - Content Validity Toolkit
 - Identification, Mitigation, Disclosure Toolkit
 - Standards for Integrity and Independence Webinars
 - Frequently Asked Questions
 - Eligibility
 - Content Validity
 - Prevent Commercial Bias and Marketing
 - Identify, Mitigate and Disclose Financial Relationships
 - Manage Commercial Support
 - Manage Ancillary Activities with Accredited CE
- + Standard 6 – Faculty
 - Sample Faculty Guidance Speaker Handbook developed by Mayo Clinic – Mayo School Development
- + Standard 7 – Teaching and Learning Methods
 - Active Learning Strategies
- + Standard 8 – Educational Materials
- + Standard 9 – Assessment of Learning
 - Learning Assessment Exercises
- + Standard 10– Assessment Feedback
- + Standard 11 – Evaluation of CPE Activity
 - Sample Activity Evaluation Form Questions
 - Sample Activity Evaluation Forms **Live** and **Homestudy**
 - Guidance for Interpreting Feedback from Activity Evaluation



ACPE CPE Commissioners

- The duties of the CPEC:
 - recommending policies and procedures for the ACPE CPE Provider Accreditation program;
 - assist in strategic planning;
 - contribute to planning of ACPE's educational activities; and,
 - review ACPE-accredited provider's comprehensive reports, progress reports (and other reports as necessary) and recommend 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.



ACPE Continuing Pharmacy Education Commission (CPEC)

- **Kathy Schott, PhD**, *Vice President, Operations for CEImpact, a pharmacy education company* – **Chair**
- **Rubina M. Singh, BS Pharm, PharmD, BCPS**, *Vice President, Education and Training, Academy of Managed Care Pharmacy (AMCP)* – **Vice Chair**
- **Mary Bridgeman, PharmD, BCPS, BCGP, FASCP, FCCP, FNAP** *Clinical Professor, Ernest Mario School of Pharmacy, Rutgers, The State University of New Jersey, Internal Medicine Pharmacist, Robert Wood Johnson University Hospital-New Brunswick*
- **Crystal Carter, MPA**, *Client Strategist, Louisiana Pharmacists Association; Vice President, Association Management Strategies*
- **Peter J. (P.J.) Hughes, PharmD, MEd, BCPS**, *Associate Professor of Pharmacy Practice and Director of Faculty Success and Continuing Professional Development, Samford University, Birmingham, Alabama*
- **Timothy Jacobs, PharmD, BCPPS**, *Clinical Pharmacy Specialist and Education Coordinator St. Jude Children's Research Hospital*
- **Nicholas Lehman, PharmD, BCACP**, *Associate Professor of Pharmacy Practice, Drake University College of Pharmacy and Health Sciences Clinical Pharmacist – UnityPoint West Des Moines Family Medicine & Internal Medicine Clinics*
- **Lisa McDonald Reyes, MPH**, *Associate Director, USC Alfred E. Mann School of Pharmacy and Pharmaceutical Sciences Office of Continuing Professional Development University of Southern California, Health Sciences Campus*
- **Sarah Pagenkopf, PharmD, BCPS**, *Director of Professional & Educational Services, ACPE Continuing Pharmacy Education Administrator, Pharmacy Society of Wisconsin*
- **Elliott M. Sogol, PhD, RPh, FAPhA**, *Director Postgraduate and Continuing Education, University of Wyoming School of Pharmacy*
- **James A. Trovato, PharmD, MBA, FASHP**, *Professor and Vice Chair for Academic Affairs, Administrator, Office of Continuing Education, Department of Pharmacy Practice and Science, University of Maryland School of Pharmacy*
- **Barbara Ellen Maguire Vick**, *Associate Executive Director, North Carolina Board of Pharmacy, Chapel Hill, North Carolina*
- **Board Liaison: Kathy M. Campbell, PharmD**, *Clinical Care Pharmacy of Owasso, Inc., Tulsa, Oklahoma*



Request for ACPE CPE Commissioners

- Each interested individual is asked to submit their vitae and a brief description as to why they would want to serve on the Commission.
- Five (5) Vacancies
 - Academia (2 positions)
 - Continuing Professional Development (1 position)
 - National Association (1 position)
 - State Board of Pharmacy (1 position)
- Please submit materials to ceinfo@acpe-accredit.org by Friday, August 8, 2025



ACPE Annual Fees



- **Policy 10.0 Fees**

- Providers are expected to pay annual fees
- Invoices are distributed during July-August annually
- Fee Schedule – 5 levels
- Annual fee calculation – Educational Service Units
 - Calculation: number of continuing education units (CEUs) of a CPE activity multiplied by the number of participants receiving ACPE credit. 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.
- Login to CPE Monitor
 - Reports
 - Report Type: Annual Activity
 - Select ESU Year (6/1/24 – 5/31/2025)
- Payment via Electronic funds transfer/Credit Card





Healthcare Continuing Education Professionals Day™

January 23, 2026

- Collaborating organizations:
 - Accreditation Council for Continuing Medical Education (ACCME)
 - Accreditation Council for Pharmacy Education (ACPE)
 - Alliance for Continuing Education in the Health Professions (ACEHP)
 - American Nurses Credentialing Center (ANCC)
 - Association for Hospital Medical Education (AHME)
 - Joint Accreditation for Interprofessional Continuing Education
 - Society for Academic Continuing Medical Education (SACME)
- Annually on Friday of the third full week of January



Future Educational Opportunities

ACPE Virtual CE Provider Conference: *Elevate Your Role*

Session 2: Designing Impactful Education: Applying Adult Learning Principles

Date: **July 30, 2025**

CPE Administrator Modified Workshop/CPD Provider Workshop

Date: **September 16-17, 2025** – Chicago, Illinois



Thank you
for attending our webinar
CPE Updates/Accreditation Cycle Observations

Questions



ceinfo@acpe-accredit.org

