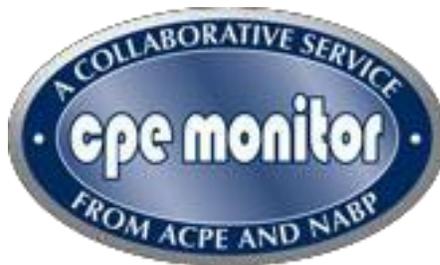ACCREDITATION COUNCIL FOR PHARMACY EDUCATION

CPE Monitor® Technical Specifications

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Last Modified
10/15/2020

This document describes how one would get started using the CPE Monitor®, how one would exchange information with ACPE, what format that information must be provided in, and how one goes about receiving confirmation that a file has been successfully processed. The intended audience for this document is Information Technology Department staff and Data Processing staff.

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What Is CPE Monitor®?

ACPE and the National Association of Boards of Pharmacy (NABP) have developed a continuing pharmacy education (CPE) tracking service, CPE Monitor®, that will authenticate and store data for completed CPE units received by pharmacists and pharmacy technicians from ACPE-accredited providers.

What Are the Benefits of CPE Monitor®?

The service promises to save state board of pharmacy, CPE providers, pharmacists, and pharmacy technicians time and expense by streamlining the process of verifying that licensees and registrants meet CPE requirements and by providing a centralized repository for pharmacists' and pharmacy technicians' continuing education credits.

This service will be particularly helpful to the growing number of pharmacists and pharmacist technicians who are licensed in multiple states, and thus may need to meet the varied CPE requirements of different state boards of pharmacy.

Providers will not provide electronic or printed statements of credit to their pharmacist and pharmacy technician participants. Instead, once information is received by NABP, the tracking system will make CPE data for each participant available to the state boards of pharmacy where the participant is licensed or registered. Implementation of the CPE tracking system will also eliminate the need for Annual Activity Update (AAU) reporting by the provider each year.

How Will CPE Monitor® Work?

The CPE tracking system creates a direct link for sending CPE data from ACPE-accredited providers to CPE Monitor® and then to NABP, ensuring that all reported CPE units are officially verified by ACPE-accredited providers.

Pharmacists and pharmacy technicians must obtain a unique identification number from NABP to be used when registering for a CPE activity or claiming credit from an ACPE-accredited provider. For a given Universal Activity Number, the provider will be offered a variety of mechanisms to upload each participant's NABP e-profile ID number via CPE Monitor® within 60 days of the date of participation. After CPE units are processed by CPE Monitor® and NABP, pharmacists and pharmacy technicians will be

able to login to a comprehensive electronic profile, NABP e-Profile, to access information about their completed CPE and print their transcript if needed.