



ACPE CPE Provider e-Update - Friendly Reminders July 2025

***ACPE is celebrating 50 years of the
CPE Provider Accreditation Program
1975 - 2025***

***Congratulate the providers of 50 years,
timeline, and trivia points on ACPE's
anniversary [web page](#)***



Volunteers Requested: ACPE New CPE Commissioners ***Thank you to individuals who submitted materials for consideration!***

The Accreditation Council for Pharmacy Education (ACPE) is requesting volunteers for five (5) vacancies on the ACPE Continuing Pharmacy Education Commission (CPEC) from the following provider types:

- Academia (2 positions)
- Continuing Professional Development (1 position)
- National Association (1 position)
- State Board of Pharmacy Member (1 position)

The duties of the CPEC include recommending policies and procedures for the ACPE Continuing Pharmacy Education Provider Accreditation program; assist in strategic planning; contribute in planning of ACPE's educational activities; review ACPE-accredited provider's comprehensive reports, progress reports (and other reports as necessary), engage in comprehensive review conference calls, and draft 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.

Typically, 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 till 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, 2026 and will conclude December 31, 2028 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 Commissioners will include a 90-minute conference call, serving as an observer in the Comprehensive Review process (the

Comprehensive Review call is 2 hours) if schedule allows, and observing all or a portion of the upcoming CPE Commission meeting in November 2025.

Each interested individual is 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 **August 8, 2025** to ceinfo@acpe-accredit.org. A list of all the commissioners may be found [here](#).

ACPE would like to recognize and congratulate outgoing members **P.J. Hughes, Nic Lehman, Ruby Singh, James Trovato**, and **Ellen Vick** for their professional contributions and service to the CPE Commission.



Share with your learners! Post to your website! Upgrade to CPE Monitor Plus: Maximize Your CPE Experience

Attention ACPE-Accredited Providers:

Please inform your learners about CPE Monitor Plus! To support your outreach, we encourage you to share the following message with your pharmacist learners:

Hello Pharmacist,

*We understand that managing your continuing pharmacy education (CPE) credits can sometimes feel overwhelming, especially with busy schedules and varying state requirements. That's why we want to highlight a valuable tool designed to make your life easier: **CPE Monitor Plus**.*

CPE Monitor Plus, an upgraded feature within the ACPE CPE Monitor system, provides you with a more robust and personalized way to manage your professional development. It helps you:

- **Stay Organized: Access your comprehensive CPE transcript on demand.**
- **Avoid Surprises: Get proactive notifications about your license renewal dates.**
- **Ensure Compliance: Easily see how your completed CPE activities align with your specific licensure requirements.**
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Empower yourself with better CPE tracking. Explore the benefits of CPE Monitor Plus and simplify your path to ongoing professional excellence.

Sign-up now: nabp.pharmacy/cpe-monitor-plus

Provider Web Tool: Use of Topic Designator '99' and Use of Content Tags

Topic designator 99 - should be used for activities related to topics relevant to the practice of pharmacy and not included in the classifications of the topic designators 01-08. Content tags were added to the CE Requirements tab. These tags are used to assist learners and state boards to identify if applicable activities

meet regulatory and re-certification requirements. Many of these tags are self-explanatory.

Some providers have asked for additional clarity regarding the Education and Instruction tag. **Education and Instruction** refers to the purposeful design and delivery of learning experiences that support the development of knowledge, skills, and professional behaviors. It encompasses the application of adult learning principles, effective communication, instructional methods, ethical teaching practices, assessment, and course design strategies to enhance the competence and performance of pharmacists and pharmacy technicians. Please contact ceinfo@acpe-accredit.org with any questions.



Second Session:
Continuing Professional Development for the CE Administrator: Designing Impactful Education: Applying Adult Learning Principles
Wednesday, July 30, 2025 • 10-12:00 PM CST

The 2025 Virtual ACPE CPE Provider Conference is designed to support ACPE-accredited CPE provider administrators and their staff in strengthening their expertise and impact. With a focus on the Competencies for a CPE Administrator, this year-long series of interactive sessions will provide practical strategies, expert insights, and networking opportunities to help CPE professionals excel in their roles.

The 2nd session, "**Continuing Professional Development for the CE Administrator: Designing Impactful Education: Applying Adult Learning Principles**," will take place virtually via Zoom technology on Wednesday, July 30, 2025, at 10am CST.

Fee: \$100 - Registration will close July 28th

[Register for Virtual CE Conference - Session 2](#)

In-person ACPE Workshops in Chicago!
September 16-17, 2025

Day 1: Noon - 5pm CST

Day 2: 8am - 2pm CST

In-person at ACPE's office
190 S. LaSalle St. Suite 3000
Chicago, IL 60603

ACPE Continuing Professional Development (CPD) Accreditation Pathway

Workshop \$550

The CPD Accreditation Pathway Workshop is for individuals who are interested in learning about, developing, and implementing a CPD program for learners. As a provider of an accredited CPD program, organizations facilitate and award CPD units (CPDUs) for the components of the CPD cycle: Reflect, Plan, Learn, Evaluate, Apply, and Record/Review. In this workshop, participants will have the opportunity to learn about and apply the ACPE CPD Principles, Policies, and Procedures in the process of applying as a provider of an accredited CPD program. Participants will hear from ACPE staff, as well as from organizations who have facilitated the CPD process for their learners. In this workshop, participants will have the opportunity to connect with other individuals interested in CPD, sharing best-practices, challenges, and potential solutions when engaging learners in the CPD process.

Agenda

- ACPE CPD Principles
- Policies, Procedures, and Program Application
- ACPE Technology Platforms and MyCPD Platform
- Applications of CPD in Practice

OR

ACPE Continuing Pharmacy Education (CPE) Administrator Workshop \$550

The CPE Administrator 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 and Policies and Procedures Manual. The workshop also strives to offer interactivity and networking opportunities with other ACPE-accredited providers via breakouts, chats, and polling. The workshop is aimed at recently accredited CPE providers, CE Administrators/staff new to their role, and providers preparing for comprehensive review for reaccreditation.

Agenda

- ACPE CPE Standards 1-11
- Policies & Procedures
- ACPE Technology Platforms

Please note: Registration will close 1 week prior to the date of the workshop or when capacity is reached.

This workshop is not designed for Joint Accreditation for Interprofessional Continuing Education providers. If you have any questions or comments, please email ceinfo@acpe-accredit.org

[Register for In-Person CPE or CPD Workshop](#)

If you have any questions or comments about the ACPE CPE e-Update, please email ceinfo@acpe-accredit.org

[Visit ACPE CE Provider Website](#)





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