



ACPE CPE Provider e-Update July 2023



ACPE Provider Web Tool (PWT) Updates Effective Date 07/01/2023

Changes to Minimum Activity Type Durations

Per the request of providers and approval of both the ACPE CPE Commission and ACPE Board of Directors, ACPE will now support a minimum duration of 30 minutes (previously 1 hour) for application-based activities, and a minimum duration of 8 hours (previously 15 hours) for certificate programs. This rule change was placed in effect on 07/01/2023 and will be validated on all new activities created going forward. For any questions regarding this change – please contact pwt@acpe-accredit.org.

Updates to Competencies

ACPE has updated the pharmacist competencies for CPE Activities within the PWT to reflect the *2022 AACP Curricular Outcomes and Entrustable Professional Activities*. Please make sure to review and utilize the new competencies for all new CPE activities created going forward. All activities prior to 07/01/2023 will adhere to the previous competency list.

Collection of Fees for a CPE Activity

ACPE will be collecting information if a fee is associated with a CPE Activity. This new data collection element was added for informational purposes and also to allow for additional filtering within the Pharmacist Learning Assistance Network (P.L.A.N.). For all new activities created on 07/01/2023 and forward, we will be requesting information if there is a fee and what type of fee is it to participate in the activity. A response will be required for all new CPE Activities created.

Topic Designators

Please make an extra effort to ensure the correct topic designator is applied to the CE activity. The Topic Designator is the last 2 digits of the Universal Activity Number. There are 9 topic designators, i.e. 01: Disease State Management/Drug Therapy, 02: HIV/AIDS, 03: Law Related to Pharmacy Practice, 04: Pharmacy Administration, 05: Patient Safety, 06: Immunizations, 07: Compounding, 08: Pain Management, and 99: Additional Topic Areas. The '99' topic designator should only be used if the educational content of the activity is not included in the classifications of the topic designators 01-08.

Adjustment for Board of Pharmacy Specialties (BPS) Recertification Requirements

Beginning 07/01/2023 – only BPS-approved providers may designate activities as approved to meet BPS recertification requirements. For providers who do not

provide BPS-approved CE, you will no longer see BPS certifications as options in re-certification requirements listing. ACPE in collaboration with BPS will maintain the BPS-approved status of each provider on a yearly basis.

[Selection of State Regulatory Requirement in the Provider Web Tool \(PWT\)](#)

As a ACPE-accredited provider, if you are planning a CE activity for a specific state regulatory requirement related to re-licensure for pharmacists, please indicate by selecting the specific state in the PWT. If the specific regulatory requirement is not included in one of the topic designators, please select '99' and the applicable tag. If you are not sure if the educational content meets a state regulatory requirement then leave the state field blank.

Please contact pwt@acpe-accredit.org if you should have any questions.

ACPE Continuing Professional Development Accreditation Program Approved!




During the June 2023 Board Meeting, the ACPE Board of Directors approved *ACPE Continuing Professional Development Accreditation Program Policies and Procedures Manual: A Guide for Providers*. These policies and procedures will serve as a guide and resource for providers who are seeking CPD program accreditation. Providers with and without an ACPE-accredited CPE program are eligible to submit CPD programs for consideration. **Submissions will be accepted starting January 1st, 2024.**

ACPE defines CPD as: “a self-directed, ongoing, systematic and outcomes-focused approach to lifelong learning that is applied into practice.” While continuing pharmacy education (CPE) is a component of CPD, CPD involves formal planning and active participation in learning activities that assist individuals in developing and maintaining competence, enhancing their professional practice, and supporting achievement of their career goals.

Documents to guide providers interested in submitting a CPD program are now available on the ACPE website: <https://www.acpe-accredit.org/continuing-professional-development/>

ACPE CPE Technology Platforms Update



Track your CPE with ease!

CPE Monitor Plus

By upgrading to CPE Monitor Plus, you can access enhanced features and easily manage licensing requirements.

- View previous CPE cycle data
- Alerts for CPE cycle deadline
- CPD tools
- Detailed transcript for each license
- Breakdowns of renewal requirements
- Six hours completed & needed

For more information, please visit [//nabp.pharmacy/cpe-monitor](https://nabp.pharmacy/cpe-monitor)

Share with your learners! Post to your website!
'P.L.A.N. YOUR CE FLYER!'

Share with your pharmacists:

Attention Pharmacists: Monitor your CPE credit using the CPE Monitor Plus app! Subscribe to the CPE Monitor PLUS! for only \$12 per year. For additional resources and information to distribute to learners please click [here](#).

The Pharmacy Learning Assistance Network allows learners to find CE activities to enhance their practice and meet their CE requirements . For additional resources and information to distribute to learners please click [here](#).

P.L.A.N.: Pharmacy Learning Assistance Network

ACPE has added additional filtering capabilities to the P.L.A.N tool to help learners find appropriate activities in a more efficient manner. Learners may now search for CE activities that have/do not have a fee associated with it. They may also search for activities having a CE credit type of either pharmacy (ACPE) or interprofessional (IPCE).

Using these filters will allow for learners to do a more targeted search when trying to find CE that meets their practice and/or educational need.

The P.L.A.N. tool can be reached at: <https://plan.acpe-accredit.org/home/roles>



ACPE CPD Webinar September 12, 2023

ACPE is holding a free virtual webinar from 1:00 PM to 2:00 PM CST on September 12th, 2023 to provide information on the CPD program accreditation pathway. The webinar will be live; however, a recording of the webinar will be made available on the ACPE website. For those interested in learning more, please register at the link: **CPD Webinar Registration**.

ACPE CPE Virtual Administrator Workshop September 19-20, 2023

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, ACPE Technology Platforms, and aspects of CPD for providers and the learners they serve. The workshop 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. **Register for the ACPE CPE Virtual Administrator Workshop Here!**

ACPE Annual Fee Invoices will be sent electronically mid-July. Invoices should be paid upon receipt. ACPE will accept payment via credit card (payment link will be on the invoice) 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 6/1/2022 – 5/31/2023

Click search

Fees for evaluation by ACPE for purpose of initial accreditation or sustaining accreditation is 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.

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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