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## Important Information: New Accreditation Standards for Pharmacy Technician Education and Training Programs

### Overview of Training Levels

#### Entry-Level Program

Prepares students for practice as entry-level pharmacy technicians in a variety of contemporary settings (e.g., community, hospital, home care, long-term care); students acquire knowledge, skills, behaviors, and abilities needed for practice in these areas.

Entry-Level Requirements: 400 hours, ≥ 8 weeks

300 of the total 400 required hours must be allocated as follows:

- Didactic – 120 hours
- Simulation – 50 hours
- Experiential – 130 hours

100 remaining hours may be allocated among the three categories as determined by the program director and faculty

### **Advanced-Level Program**

Prepares students for practice as advanced-level pharmacy technicians in a broad range of advanced roles in a variety of contemporary settings (e.g., community, hospital, home care, long-term care); students acquire knowledge, skills, behaviors, and abilities beyond those provided in an Entry Level program and needed for advanced practice in these areas.

Advanced-Level Requirements: 600 hours, ≥ 15 weeks

The Advanced-Level requirements supplement baseline hours from the Entry-Level program with additional hours in each area allocated as follows:

460 of the total 600 require hours must be allocated as follows:

- Didactic – 160 hours (40 hours beyond those required for Entry-Level programs)
- Simulation – 100 hours (50 hours beyond those required for Entry-Level programs)
- Experiential – 200 hours (70 hours beyond those required for Entry-Level programs)

140 remaining hours may be allocated among the three categories as determined by the program director and faculty (100 Entry-Level hours plus 40 additional hours)

### **Implementation Timeline and Required Reporting**

The [Standards](#) became effective for **new programs** as of **January 1, 2019**. The deadline for **existing programs** to incorporate these standards into their programs is **January 1, 2020**. Existing programs must also notify the [Pharmacy Technician Accreditation Commission](#) (PTAC) regarding their intention to train students at the entry-level, advanced-level, or both. Programs desiring to move from entry-level to advanced level accreditation status must submit a new application.

Required Reporting of Training Level:

- New programs must choose a training level at the time of application
- Any changes to a program's level of training will require the submission of a new application (e.g., moving to/from entry level to/from advanced level)

### **Curriculum Crosswalk and Mandatory Online Survey**

The New Standards require some key changes to program structure along with defining Entry-Level and Advanced-Level pharmacy technician education and training program offerings. These new levels replace the previous concept of one-level of pharmacy technician education.

Programs will receive an online survey (mandatory) developed by ASHP/ACPE. To prepare for the survey, programs must first complete the Program Curriculum Crosswalk Template as a means of demonstrating the curriculum, instruction, and learning activities provided by a program meet the ASHP/ACPE Standards for Pharmacy Technician Education and Training. Data collected from the survey will also include programs' self-identification of training level (entry-level or advanced-level) and a summary of the educational activity hours for each Standard Key Element. Programs will also be required to upload their completed Program Curriculum Crosswalk document as part of the survey process. For accreditation purposes, programs must maintain an up-to-date version of their Curriculum Crosswalk document. **The deadline for completion of this survey and uploading of the Program Curriculum Crosswalks is Monday, April 29th, 2019.**

Although use of the Curriculum Crosswalk Template is required, the goal of its inclusion in the accreditation process was to provide programs with a useful tool to assist in the transition to the New Standards. Through the process of documentation, programs will easily be able to identify gaps in their curricula, track the number of required hours, and ensure all Key Elements are addressed. The template utilizes the Model Curriculum (see below) format and provides expandable space for additions and ongoing revisions as programs evolve.

The [Curriculum Crosswalk \(2018 version\)](#) can be found on ASHP's website under Accreditation Standards, Regulations, and Other Tools.

## **Model Curriculum**

The [Model Curriculum](#), now in its fifth edition, has been updated to reflect the changes in the accreditation standards including the transition from "Goals and Objectives" to "Key Elements". The model is a useful tool for pharmacy technician education and training and is intended to serve as a guide for both new programs as they develop their course offerings, and also provide direction for established programs as they review and revise their curricula to reflect the new requirements.

## **Guidance Document**

The [Guidance Document](#) for the ASHP/ACPE Accreditation Standards for Pharmacy Technician Education and Training Programs:

- Clarifies how programs may meet the Key Elements
- Describes the materials and documentation to be provided to surveyors for accreditation purposes

## **New Application**

The new [application](#) for pharmacy technician education and training programs is now available on ASHP's website.

# PTAC Biannual Meeting

## October 23-24, 2018 Bethesda, MD

### **Program Accreditation/Reaccreditation**

The Commission reviewed survey site visit reports for 17 new programs and 7 previously accredited programs seeking reaccreditation. Midterm reports (9) and special case reports (25) were also reviewed along with 21 applications for new program directors. As of the date of the meeting, 257 programs are in the accreditation process which includes accredited programs and programs in candidate status.

Congratulations to the following programs that were granted initial accreditation or reaccreditation!

### **Initial Accreditation**

- Pima Medical Institute – Mesa, Mesa, Arizona
- Pima Medical Institute - Tucson Campus, Tucson, Arizona
- Pima Medical Institute - Chula Vista, Chula Vista, California
- Pima Medical Institute - Denver Campus, Denver, Colorado
- Pima Medical Institute - Colorado Springs Campus, Colorado Springs, Colorado
- Pensacola State College, Pensacola, Florida
- Indian River State College, Fort Pierce, Florida
- Ross Medical LLC – Kalamazoo, Kalamazoo, Michigan
- Duke University Health System Pharmacy Technology Training Program, Durham, North Carolina
- Pickaway Ross Career and Technology Center, Chillicothe, Ohio
- Ross Medical LLC – Sylvania, Sylvania, Ohio
- Ross Medical Education Center – Cincinnati, Cincinnati, Ohio
- Rio Grande Valley College, Pharr, Texas
- Pima Medical Institute - Houston Campus, Houston, Texas
- Community Learning Center - Tooele County School District, Tooele, Utah
- Dixie Technical College, St. George, Utah

### **Reaccreditation**

- American Career College - Los Angeles, Ontario, California
- American Career College – Ontario, Ontario, California
- Columbus Technical College, Columbus, Georgia
- Albany Technical College, Albany, Georgia
- Washtenaw Community College, Ann Arbor, Michigan
- El Paso Community College, El Paso, Texas
- Lakeshore Technical College, Cleveland, Wisconsin

# PTAC Members

- Donna S. Wall, BCPS, FASHP Chair
- Barbara Lacher, BS, RPHTECH, CPHT Vice Chair
- John J. Smith, ED Past Chair
- Hope Ballard
- Charles E. Daniels, PhD
- Michael Diamond, MSc
- Barbara Giacomelli, PharmD, MBA
- Janet Kozakiewicz, MS, PharmD, FASHP
- Jeannie Pappas, RPT, CPhT
- Matthew A. Rewald, CPhT
- Lisa S. Lifshin, BS Pharm, ASHP Secretary
- LIAISON TO ACPE BOARD OF DIRECTORS
- Michael A. Moné, RPH, JD, FAPHA
- LIAISON TO ASHP BOARD OF DIRECTORS
- Kathleen S. Pawlicki, BS Pharm, MS, RPh, FASHP

## **Transition to the New Standards**

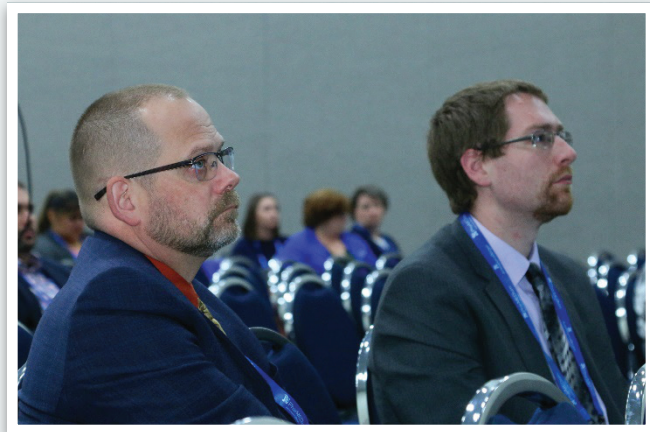
During the meeting, PTAC members also discussed the transition process for current program directors to prove and declare if they will be offering an entry- or advanced-level program, or provide options to complete either of the levels at their institutions. The mandatory online survey to be sent to all existing programs will gather this information and provide ASHP/ACPE a means to validate programs' declared training levels.

## **Promotion of Uniform Requirements**

Janet Silvester, VP accreditation services division of ASHP, and Pete Vlasses, Executive Director of ACPE, continue their outreach to Boards of Pharmacy across the country to educate members on the ultimate benefits to patient care and safety promoted by uniform requirements for pharmacy technicians. Regulations vary among districts and states which complicates these efforts.

# Midyear Clinical Meeting Recap

## December 2-6, 2018 Anaheim, California



The Midyear Clinical meeting in Anaheim, CA was a great success! There were sixty-eight well-attended pharmacy technician-focused continuing education sessions.

Key sessions included “*How to Start a Pharmacy Technician and Education Program*” presented by Lisa Lifshin, Senior Director Pharmacy Technician Accreditation and Residency Services and “*Changes in the New Standard*”

presented by Lisa Lifshin and Dr. Peter Vlasses, Executive Director of ACPE. Both will be available in webinar format on ASHP’s website in the coming months.

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## ASHP Pharmacy Technician Forum

### Pharmacy Technician Forum Executive Committee Updates

In September 2018, the ASHP Pharmacy Technician Forum Executive Committee appointed 67 pharmacy technician members to serve on the Forum’s inaugural advisory groups and an Educational Steering Committee. These groups provide advice and guidance to the Forum regarding the unique needs of technician members and how these needs might be addressed by the provision of resources, education, and programs by ASHP.

- *The Membership Outreach and eCommunications Advisory Group* identifies and highlights ASHP tools and resources that benefit ASHP pharmacy technician members and identifies opportunities to promote the integral role pharmacy technicians play as members of the healthcare team through various communications channels.
- *The Patient Care Quality Advisory Group* advises and affects positive change on quality measures and other standards affecting the role of pharmacy technicians in the medication use process.
- *The Practice Advancement and Advocacy Advisory Group* develops and promotes communications to increase discussion and engagement, as well as educate ASHP pharmacy technicians on relevant and current advocacy efforts related to the professionalization and practice advancement of the pharmacy technician workforce.



*Pictured above (L to R): Margarita Fedorova, PTFEC Director-at-Large; Dr. Ryan Burke, PTCB Director of Professional Affairs; Barbara Hintzen, PTFEC Chair; Glen Gard, PTFEC Director-at-Large; Dr. Tyffani Wingfield, ASHP Director of the Pharmacy Technician Forum; William Schimmel, PTCB Executive Director and CEO PTCB; and Tiffany Kofroth, PTFEC Director-at-Large.*

- *The Professional and Career Ladder Development Advisory Group* provides education and training materials for practicing pharmacy technicians and student pharmacy technicians.
- *The Educational Steering Committee* develops broad, high level educational programming from the Forum for ASHP pharmacy technicians.

A new Pharmacy Technician Forum Strategic Plan is in development. The plan will be accomplished through the work of Advisory Groups (AGs) and the Educational Steering Committee, which are assigned charges to focus on meeting the evolving needs of pharmacy technician members. The Forum's Executive Committee will assign or reaffirm these charges annually and provide guidance for accomplishing the ASHP and Forum strategic goals.

## **Networking Session**

The ASHP Pharmacy Technician Forum hosted its first Networking Session during the 2018 Midyear Clinical Meeting in Anaheim, CA on Monday, December 3, 2018. During the session, ASHP pharmacy technician members discussed a number of topics including professional and career ladder development; retention and job satisfaction; new strategic initiatives and practice models maximizing pharmacy technicians; and, updates from Pharmacy Technician Certification Board (PTCB). PTCB representatives attended the Forum's networking session and were on site to answer questions regarding changes in pathways to certification and content areas addressed in the certification exam – both to become effective January 1, 2020. For more information about these initiatives along with other offerings please visit the [PTCB website](#).

As a reminder, ASHP technician members are automatically enrolled in the ASHP Pharmacy Technician Forum and will receive the following ASHP benefits:

- Access to PharmacyTechCE.org, which offers more than 40 hours of T-designated CE to meet requirements of PTCB certification, including law and medication safety
- A dedicated online resource center featuring valuable tools and information to help advance the technician profession at <https://www.ashp.org/>
- Exclusive access to technician-specific web resources and webinars
- Unlimited digital access to the world's premier pharmacy journal, AJHP—including the AJHP Pharmacy Technician Collection
- Free membership to any or all ASHP Sections
- Specialized email NewsLinks featuring technician-focused news and information
- A dedicated online technician community on [ASHP Connect](#)
- Exclusive member discounts on ASHP meeting registrations, publications and other products

Please share this information with your technician colleagues, and let them know to [sign up for complimentary Technician NewsLinks](#) to stay up to date with new developments from the Pharmacy Technician Forum.

To learn more about the ASHP Pharmacy Technician Forum visit [www.ashp.org/technicians](http://www.ashp.org/technicians).

Answers to commonly asked questions can be found in the [FAQ](#) section.

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## PTCB Updates

### **Pharmacy Technician Certification Exam Eligible for Reimbursement Under GI Bill**

PTCB has announced that the Pharmacy Technician Certification Exam (PTCE) is available for reimbursement by the US Department of Veterans Affairs. A passing score on the PTCE is required to earn PTCB CPhT Certification. In accordance with the GI Bill, veterans, active duty service members, caregivers/family members, dependents/survivors, and national guard/reservists may be eligible to receive reimbursement for the exam.

<https://www.ptcb.org/about-ptcb/news-room/news-landing/2018/12/19/ptcb-s-pharmacy-technician-certification-exam-eligible-for-reimbursement-under-gi-bill#.XD5E5FxBKjD4>



## Changes in 2020

PTCB is preparing for significant Certified Pharmacy Technician (CPhT) Program changes for initial candidates that will take effect in 2020. Announced in January 2018, these changes reaffirm PTCB's commitment to ensuring the CPhT Program advances medication safety and patient care. Learn more at <https://www.ptcb.org/about-ptcb/news-room/news-landing/2018/11/28/ptcb-to-change-cpht-program-eligibility-requirements-and-update-exam-in-2020#.XD5FtFxKjD4>

For more information on PTCB leadership, initiatives, and certification opportunities visit [PTCB's website](#).

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## PTEC Updates

The PTEC Annual Conference was held July 12-14, 2018 in Indianapolis, Indiana.

### 2018 Phil Naut Award

Amanda Daniels was the 2018 recipient of the Phil Naut Award. Qualifications for this award include being a current associate member in good standing of PTEC, demonstrating a valued contribution to the education of pharmacy technicians, attending at least one annual meeting in the last three years, demonstrating their commitment to Pharmacy Technician education through participation in PTEC activities, such as contributing resources to the PTEC blog or forum, participating on a PTEC committee, and being a speaker at the PTEC annual meeting.

### 2018 Roy Kemp Award

Anne LaVance was the 2018 recipient of the Roy Kemp award. Qualifications for this award include being a current active member in good standing of PTEC, have demonstrated a valued contribution to the education of pharmacy technicians, have attended at least three years, and have demonstrated their commitment to pharmacy technician education through their participation in PTEC activities such as contributing resources to the PTEC blog or forum, participate on a PTEC committee, and or be a speaker at the PTEC annual meeting.

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## Upcoming Meetings and Important Dates

PTAC Meeting: May 1-2, 2019 Bethesda, Maryland

PTEC Annual Conference: July 11-13, 2019 San Antonio, Texas

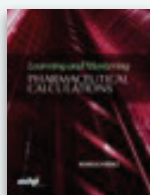
ASHP Midyear Clinical Meeting: December 2-6, 2019 Las Vegas, Nevada

# Products and Services



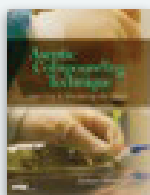
## **Earn an ASHP Professional Certificate in Sterile Product Preparation Training**

This Professional Certificate program develops the knowledge and skills necessary to prepare sterile products safely and effectively. Participants will learn the history and evolution of aseptic processing as it relates to today's practice standards and will be taught the behaviors and skills required of all personnel engaged in compounding sterile products. The program reflects all pending changes associated with USP Chapter <797> and USP Chapter <800> has eight modules, provides 17.25 CE hours for pharmacists and technicians.



## **Learning and Mastering Pharmaceutical Calculations by Nicholas Ferencz**

A valuable supplement to any pharmacy math course or textbook for students, technicians, or practitioners who look to sharpen their critical calculation skills.



## **Aseptic Compounding Technique: Learning and Mastering the Ritual by Zachary Thomas Jordan**

An in-depth guide to all aspects of aseptic compounding work, including proper hand techniques and maintenance of sterile supplies and equipment.

## **Introduction to Acute and Ambulatory Care Pharmacy Practice, Second Edition (used to be called Introduction to Hospital and Health-System Pharmacy Practice) by David Holdford**

This book was originally intended for schools of pharmacy but drew lots of interest from the technician programs. The second edition was updated to incorporate more information specific to technicians.

## **Compounding Sterile Preparations, Fourth Edition by E. Clyde Buchanan, Philip Schneider, and Ryan Forrey**

New updated edition includes information on Chapter 800 and regulations related to the Drug Quality and Security Act. Seven new chapters and extensive online references.

# Resources

## Accreditation

[ASHP Pharmacy Technician Practice and Policy Accreditation Regulations, Standards, and Other Tools](#)  
[Starting a Pharmacy Technician Training Program](#)  
[Applying for Accreditation](#)  
[Preparing for an Accreditation Survey](#)

## Governance

[Pharmacy Technician Accreditation Commission \(PTAC\)](#)  
[Pharmacy Technician Certification Board \(PTCB\)](#)  
[Accreditation Council for Pharmacy Education \(ACPE\) Pharmacy Technician Education Accreditation Collaboration](#)  
[American Society of Health-system Pharmacists \(ASHP\)](#)  
[Pharmacy Technician Forum](#)

## Other Resources

Pharmacy Technician Development: [ASHP Store](#) (search for Pharmacy Technicians under the Topics section)  
PTCB's Practice Tools: <http://ptcb.org/get-certified/prepare/practice-exam-and-tools>

## Education and Workforce Development

[Pharmacy Technician Educators Council \(PTEC\)](#)  
[Pharmacy Workforce Center \(PWC\)](#)

Comments and suggestions for upcoming Technician TABLET newsletter articles may be sent to [asd@ashp.org](mailto:asd@ashp.org)