



# **Introduction to Continuing Pharmacy Education & Credential Renewal Requirements for Pharmacy Technicians**

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12/10/2025

# Disclosures

The planner(s) and speaker(s) have indicated that there are no relevant financial relationships with any ineligible companies to disclose.

# Abbreviation Key

- **ACPE:** Accreditation Council for Pharmacy Education
- **ALBOP:** Alabama Board of Pharmacy
- **CE:** Continuing Education
- **CPE:** Continuing Pharmacy Education
- **CPhT:** Certified Pharmacy Technician
- **CPhT-Adv:** Advanced Certified Pharmacy Technician
- **CSPT:** Certified Compounded Sterile Preparation Technician
- **ExCPT:** Exam for Certified Pharmacy Technicians (NHA)
- **NABP:** National Association of Boards of Pharmacy
- **NHA:** National Healthcareer Association
- **PTCB:** Pharmacy Technician Certification Board
- **PTCE:** Pharmacy Technician Certification Exam (PTCB)
- **RPh:** Registered Pharmacist
- **UAN:** Universal Activity Number

# Key Term

## *Credential*

### Definition:

**A qualification, achievement, quality, or aspect of a person's background, especially when used to indicate their suitability for something.**

# Learning Objectives

At the end of this session, learners should be able to:

- **Interpret** the information being communicated by a Universal Activity Number (UAN)
- **Recall** CPE requirements for maintaining PTCB certification, NHA certification, or state pharmacy technician credentials
- **Select** a CPE activity that is relevant to learner needs and appropriate to the learner's credentials
- **Employ** the stated steps, using a provided job aid if needed, to set up an account on the Advocate Health CE Platform or update learner profile

# Outline

Universal Activity Numbers

CPE Audience Types

Selecting the Appropriate CPE Activity for You

Pharmacy Technician Certification Board (PTCB), National Healthcareer Association (NHA), and State CPE Requirements

Education, Research, and Professional Development SharePoint Page

Enterprise Continuing Pharmacy Education SharePoint page

Advocate Health CE Platform

# **Universal Activity Numbers, CPE Audience Types, and Selecting the Appropriate CPE Activity for You**

# Goals of CPE

- Enhance and maintain knowledge and skills
- Improve patient care outcomes
- Stay current with new guidelines, laws, expectations
- Ensure patient and team member safety
- Meet state and national credentialing requirements
- Support career advancement and leadership development



# Accreditation

- Accreditation Council for Pharmacy Education (ACPE)
- Mission: to assure and advance quality in pharmacy education
- Purposes of Accreditation:
  - Quality Control
  - Continuous Improvement
  - Compliance with Standards

# Accreditation At-a-Glance



**ACPE Grants continuing education credit for:**

- **Pharmacists**
- **Pharmacy technicians**

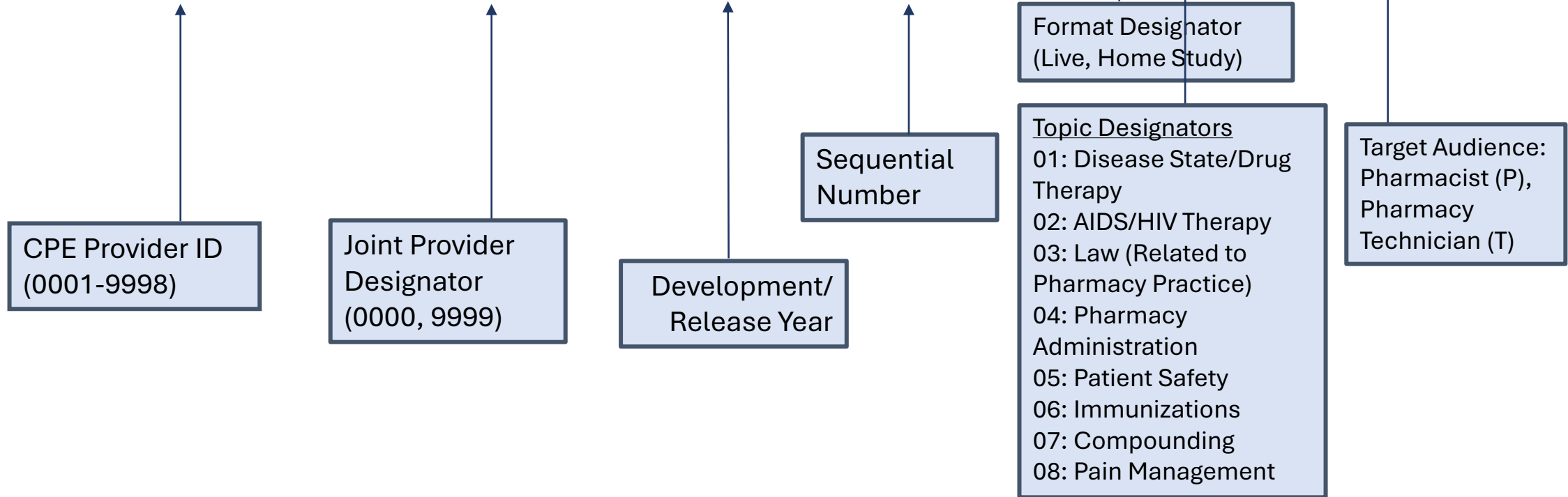


**JA Grants CE credit for Multiple Professions**



# Universal Activity Numbers (UANs)

**JA0006327-0000 - 24- 013 - H07 - T**



# Amount of Credit

- Usually in intervals of 0.25, with 0.5 and 1 being most common
  - $0.25 = \frac{1}{4}$  hour = 15 minutes
- Must be equal to the amount of time spent on the activity
  - For example: 1 hour of credit should take 1 hour to earn

# Selecting a CPE Activity

- Considerations:
  - Credentialing Needs
  - Interests
  - Business/Department Needs
  - Audience
  - Delivery Method
  - Cost/Availability

# Assessment Question #1

You are a certified pharmacy technician and you're trying to decide on a CPE activity. You checked your CPE Monitor transcript against the renewal requirements for your credentialing agency and noticed that you need another hour in patient safety. To fulfill your patient safety requirement, which of the following CPE activities would you pick based upon the UAN?

- A. JA0006327-0000-24-013-H07-T
- B. JA0006327-0000-24-027-H04-T
- C. JA0006327-0000-25-112-H01-P
- D. JA0006327-0000-24-026-H05-T

# **Pharmacy Technician Certification Board (PTCB), National Healthcare Association (NHA), and State CPE Requirements**

# PTCB Certification Renewal Requirements

Credential Type	Total CEs Required (per 2-year renewal period)	Pharmacy Technician Specific	Pharmacist-Specific	Pharmacy Law	Patient Safety
CPhT	20 hours	<u>At least</u> 15 hours	<u>Up to</u> 5 hours allowed	1 hour (2 for reinstatement)	1 hour
CPhT-Adv	25 hours	<u>At least</u> 15 hours	<u>Up to</u> 10 hours allowed	1 hour (2 for reinstatement)	1 hour
CPhT + CSPT or CPhT-Adv & CSPT	CPhT (20 hours) or CPhT-Adv (25 hours) requirements AND 10 hours of those CPE hours must be in Compounding (07)				

(What Do I Need to Know about Continuing Education (CE)?, 2025)



# NHA Certification Renewal Requirements

- NHA – National Healthcareer Association
- 20 hours of CPE total per 2-year renewal period
  - 1 hour of Law
  - 1 hour of Patient Safety

*Acceptable credits include, but are not limited to:*

- drug distribution
- managed health care
- therapeutic issues
- communications
- pharmacy operations
- calculations
- drug repackaging
- inventory control
- drug products
- patient interaction
- interpersonal skills
- prescription compounding
- patient safety (1 hour required)
- pharmacy law (1 hour required)
- preparation of sterile products

# Assessment Question #2

Which of the following statements are **correct** regarding Pharmacy Technician Certification Board (PTCB) requirements for CPE?

- A. For holders of the CPhT credential, at least 20 hours of CPE are required every two years
- B. Certified Pharmacy Technicians must have at least one hour of CPE on the topic of Law Relating to Pharmacy Practice
- C. Holders of the CPhT-Adv credential may earn at most 10 hours of pharmacist-specific CPE towards their required hours
- D. Holders of the CPST credential must earn at least 10 hours of Compounding CPE every two years
- E. All of the above

# National Association of Boards of Pharmacy (NABP)

- Maintains multiple resources including CPE Monitor
- Allows learners to keep track of their completed CPE activities
- Reports directly to PTCB, can be used to fill in CE information for NHA
- Transcript can be viewed by month, year, or two years (renewal period)
- Good way to ensure renewal requirements are met before deadline

# Illinois Registration Requirements

- Only **certified** registered pharmacy technicians must complete CPE requirements, no requirements for non-certified registered pharmacy technicians
- At least 10 hours of CE each year
  - Must be completed in the 12 months prior to license renewal
  - Must be ACPE accredited
  - NOT required for first registration renewal
- Must include the following categories:
  - Sexual Harassment Prevention (1 hour)
  - Implicit Bias Awareness (1 hour)
  - Cultural Competency (1 hour)
  - Pharmacy Laws, Rules and Ethics (1 hour)
  - Patient Safety (1 hour)
- Maintain records of CPE completion
- Two hours of ACPE accredited immunization-related CPE is required for pharmacy technician immunizers per renewal cycle

# Wisconsin Registration Requirements

- No official state CE requirement, including for pharmacy technician immunizers
- No differentiation between certified and non-certified pharmacy technicians

# Alabama Registration Requirements

- At least 6 hours of CE each two-year renewal cycle
  - Must be ACPE accredited
  - 2 hours must be live
- Maintain records of completed CE activities
  - Utilize CPE Monitor

# Georgia Registration Requirements

- At least 20 hours of CE in each two-year renewal cycle
  - Must be ACPE accredited
  - All hours *may be* home study
- Maintain records of completed CE activities
  - Utilize CPE Monitor
- Two hours of ACPE accredited immunization-related CPE is required for pharmacy technician immunizers per renewal cycle

# North Carolina Registration Requirements

- No official state CE requirements
- No differentiation between certified and non-certified pharmacy technicians
- Two hours of ACPE-accredited immunization related CPE is required per year for pharmacy technician immunizers

North Carolina Board of Pharmacy. (2025). *Renewal*. Ncbop.org.

<https://www.ncbop.org/renewal.html#renewalfaqtechnicians>

North Carolina Board of Pharmacy. (2025b, August). *Pharmacist, pharmacy technician, and pharmacy intern vaccination authority under amended G.S. § 90-85.15B*. North Carolina Board of Pharmacy. <https://www.ncbop.org/downloads/ExpandedVaccineAuthorityFAQ.pdf>



# Assessment Question #3

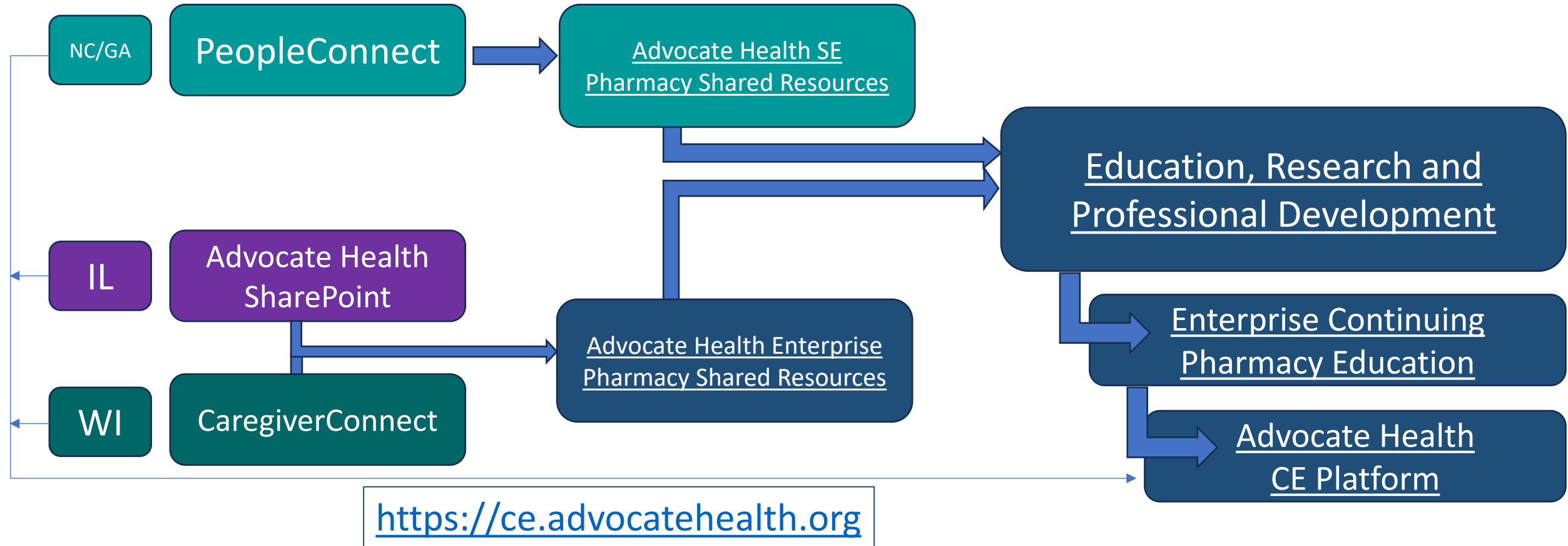
Which state(s) of the following do NOT have state-specific pharmacy technician CPE requirements (other than for pharmacy technician immunizers)?

- A. Wisconsin
- B. Illinois
- C. North Carolina
- D. All of the Above
- E. A & C

# Navigating Advocate Health Resources:

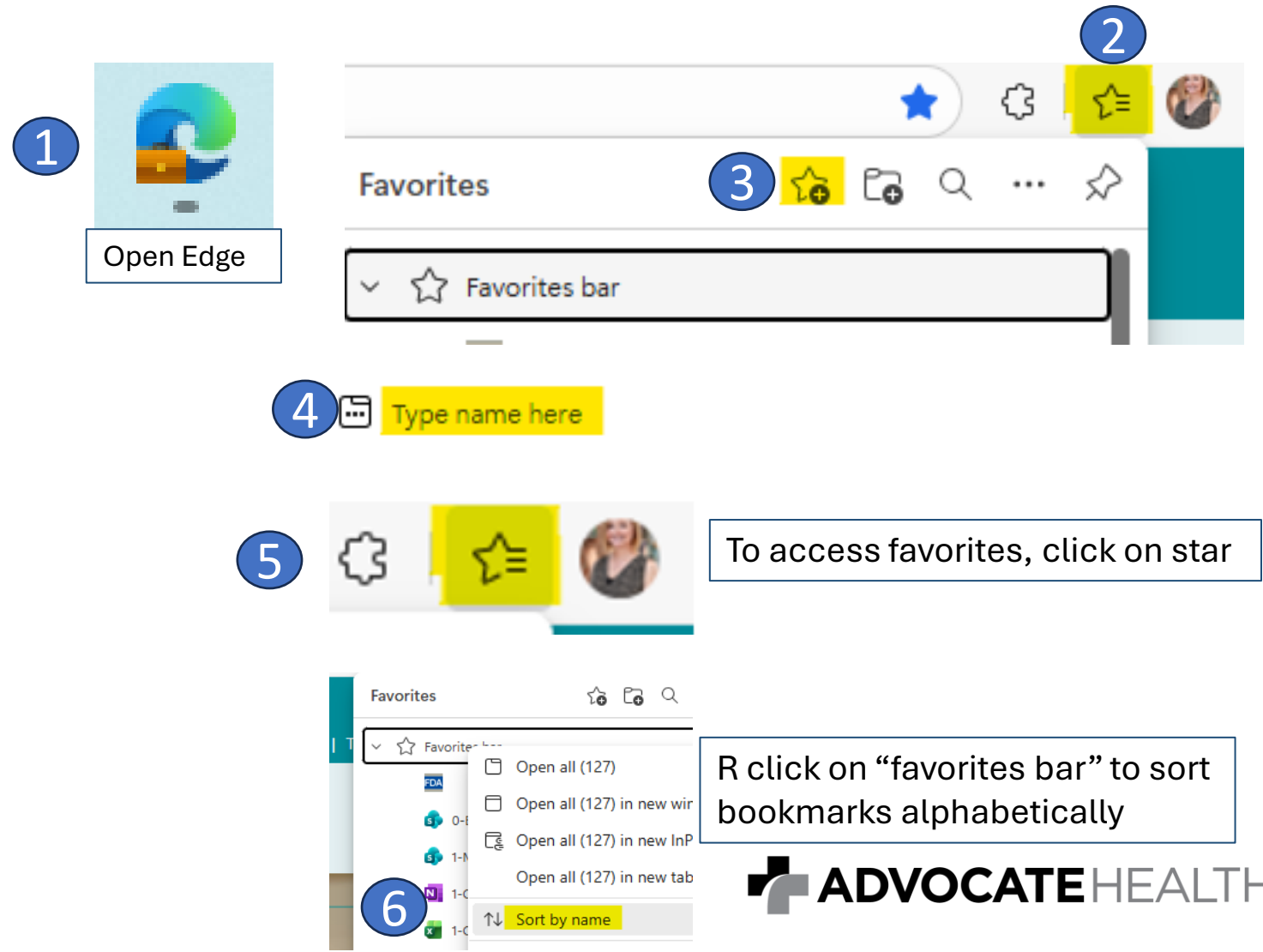
- Education, Research, and Professional Development SharePoint
- Enterprise Continuing Pharmacy Education SharePoint
- Advocate Health CE Platform

# Navigating to Find CPE

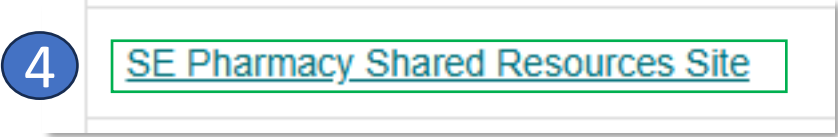
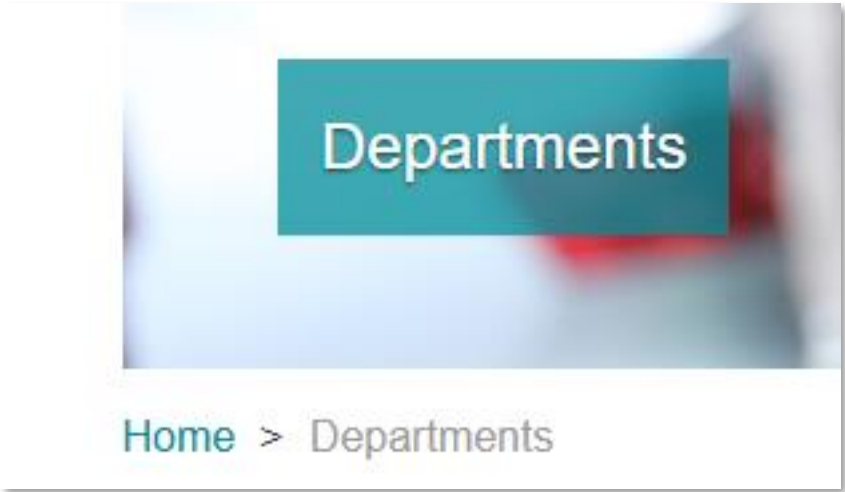
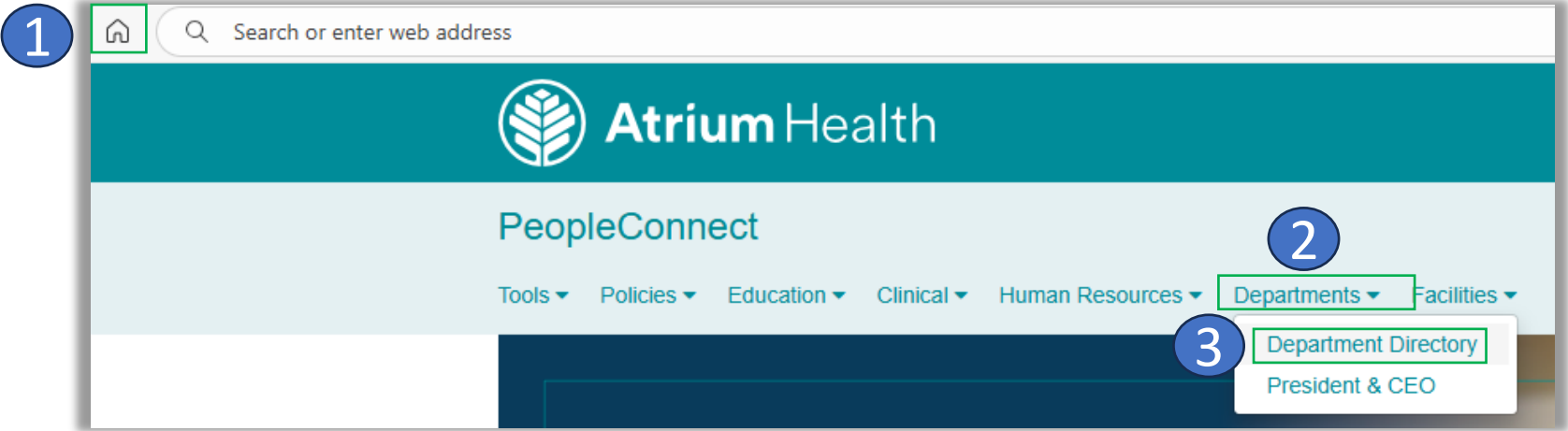


# Don't prefer Navigation?

- Go to any of the web pages on the previous slide
- See click path to right that shows how to add page to favorites
- Access page anytime from your favorites bar
- Quick access when you need it



# NC/GA: Getting to Pharmacy Shared Resources



# NC/GA: Getting to Ed/Research/PD Site

[Advocate Health Southeast Pharmacy Shared Resources - Home](#)

**Advocate Health Southeast Pharmacy Shared Resources**

Home   Clinical Resources ▾   Medication Safety & Quality ▾   Pharmacy Operations ▾   **Teammate Development**

Preview   Analytics

**Education & Development**  
Education, Research & Professional D...

**Pharmacy**  
Greater Char

# IL: Getting to Pharmacy Shared Resources

Open intranet home page

Select a facility

1

2

Welcome to AdvocateOnline

- ACL Laboratories
- Advocate at Home
- Advocate Children's Hospital
- Advocate Medical Group
- Advocate Medical Group - West
- Advocate Physician Partners
- Christ Medical Center
- Condell Medical Center
- Good Samaritan Hospital
- Good Shepherd Hospital
- Illinois Masonic Medical Center
- Lutheran General Hospital
- Shared Revenue Cycle Organization
- Sherman Hospital
- South Suburban Hospital
- Support Centers
- Trinity Hospital

Report a Safety Event

Site Safety Calendar

33 DAYS since last SSE

Report a Safety Event

Operating Margin

Diversity, Equity & Inclusion

View Reports

3

Top Applications

- Infection Prevention Resources
- Institutional Repository (SHARE)
- L.E.A.R.N. Specialty Competency Assessment Tool
- L.E.A.R.N. Specialty Competency Assessment Tutorial
- L.E.A.R.N. Specialty PAPER Competency Assessment Tutorial
- Language Services
- Lawson (Advocate)
- Leadership Development Portal
- Learning Hub
- Lexicomp
- Pharmacy - Enterprise Medication Manager (EMM)
- Pharmacy - HSV
- Pharmacy - Kit Check
- Pharmacy - Pharmacy Keeper
- Pharmacy - Pharmacy Stars/Compounding 360
- Pharmacy - Pyxis ES
- Pharmacy - Pyxis Logistics Check
- Pharmacy - Pyxis Logistics Remote Ordering
- Pharmacy Services - AAH Shared Resources
- Philips PIC IX Adult LGH

4

# IL: Getting to Ed/Research/PD Site

[Enterprise Pharmacy Shared Resources - Home](#)

The screenshot shows the homepage of the Enterprise Pharmacy Shared Resources website. At the top is a dark blue header with a search bar on the right labeled "Search this site". Below the header, the main title "Enterprise Pharmacy Shared Resources" is displayed. A navigation bar contains several links: "Home" (underlined), "Clinical Resources" (with a dropdown arrow), "Medication Safety & Quality" (with a dropdown arrow), "Pharmacy Operations", "Pharmacy Teammates" (highlighted in yellow and annotated with a blue circle containing the number 5), and "Pharmacy Governance". Below the navigation bar, there are two main content areas. The left area is titled "AH Enterprise P&T Committee" and contains a white box labeled "Enterprise P&T Resources". The right area is titled "Enterprise Pharmacy Implementation" (annotated with a blue circle containing the number 6) and contains a white box labeled "August 2025 Go-Lives". A dropdown menu is open from the "Pharmacy Teammates" link, showing a list of options: "Communications", "Diversity, Equity & Inclusion (DEI)", "Education, Research & Professional Development" (highlighted in yellow), and "Leaders".



# WI: Getting to Pharmacy Shared Resources

Open intranet home page

The screenshot shows the CaregiverConnect intranet home page. At the top, the logo 'CaregiverConnect' is on the left, and a welcome message 'Welcome, Colegrove, Andrew' is on the right, along with icons for Teams Web App and Email. Below the header is a dark navigation bar with a home icon (callout 1), a 'My Quick Links' dropdown (callout 2), and buttons for 'Places', 'People', and 'Facilities'. A search bar labeled 'Search Places...' is also present. Below the navigation bar, there is a section titled 'ADD/EDIT QUICKLINKS' with a 'Browse all Places' link. The main content area displays a grid of quicklinks. Callout 3 points to the 'Pharmacy Services - AAH Shared Resources' link in the middle column. Other links include 'Advocate Aurora Dine & Debit Program', 'MSDS Online', 'myMedspeed WI', 'Safety Event & Patient REPORTING (Origami)', 'Advocate Aurora Health Mail Order Pharmacy', 'Safety Event & Patient REVIEWER (Origami)', 'Compliance and Integrity', 'Service Desk', 'Continuing Professional Development', 'Service Requestor - Facilities Operations', 'Culture Vision', 'ServiceNow(use if email address ends with aah.org)', 'Group and Email Management (GEM)', 'Smart Chart', 'Healthy Living', 'symplr Workforce', and 'Library'. At the bottom, there is a 'Workday' link.

# WI: Getting to Ed/Research/PD Site

[Enterprise Pharmacy Shared Resources - Home](#)

The screenshot shows the homepage of the Enterprise Pharmacy Shared Resources website. The header is dark blue with a search bar on the right. The main navigation bar is white with links to Home, Clinical Resources, Medication Safety & Quality, Pharmacy Operations, Pharmacy Teammates, and Pharmacy Governance. The Pharmacy Teammates link is highlighted in yellow and has a blue circle with the number 4 next to it. Below the navigation bar, there are two main sections: AH Enterprise P&T Committee and Enterprise Pharmacy Implementation. The AH Enterprise P&T Committee section has a white box labeled Enterprise P&T Resources. The Enterprise Pharmacy Implementation section has a white box labeled August 2025 Go-Lives and a blue circle with the number 5 next to it. A dropdown menu is open from the Pharmacy Teammates link, showing options: Communications, Diversity, Equity & Inclusion (DEI), Education, Research & Professional Development (highlighted in yellow), and Leaders.

Enterprise Pharmacy Shared Resources

Home Clinical Resources Medication Safety & Quality Pharmacy Operations Pharmacy Teammates Pharmacy Governance

AH Enterprise P&T Committee

Enterprise P&T Resources

Enterprise Pharmacy Implementation

August 2025 Go-Lives

Communications

Diversity, Equity & Inclusion (DEI)

Education, Research & Professional Development

Leaders

# Education/Research/PD Site

[Education, Research & Professional Development - Home](#)

## Education, Research & Professional Development

*Mission of  
Vision for  
creating consistent  
highest standards*

### Teammate Resources



General Education Resources



Enterprise Continuing Pharmacy Education



Education & Professional Development Core Team



Orientation & Training



Career Advancement Resources



Residency



Student Precepting



Research



Workforce Development

*their careers.  
development by  
with, and ensure the*

# Enterprise Continuing Pharmacy Education

## Teammate Resources



General Education Resources



Enterprise Continuing Pharmacy Education



Education & Professional Development Core Team



Orientation & Training



Career Advancement Resources



Residency



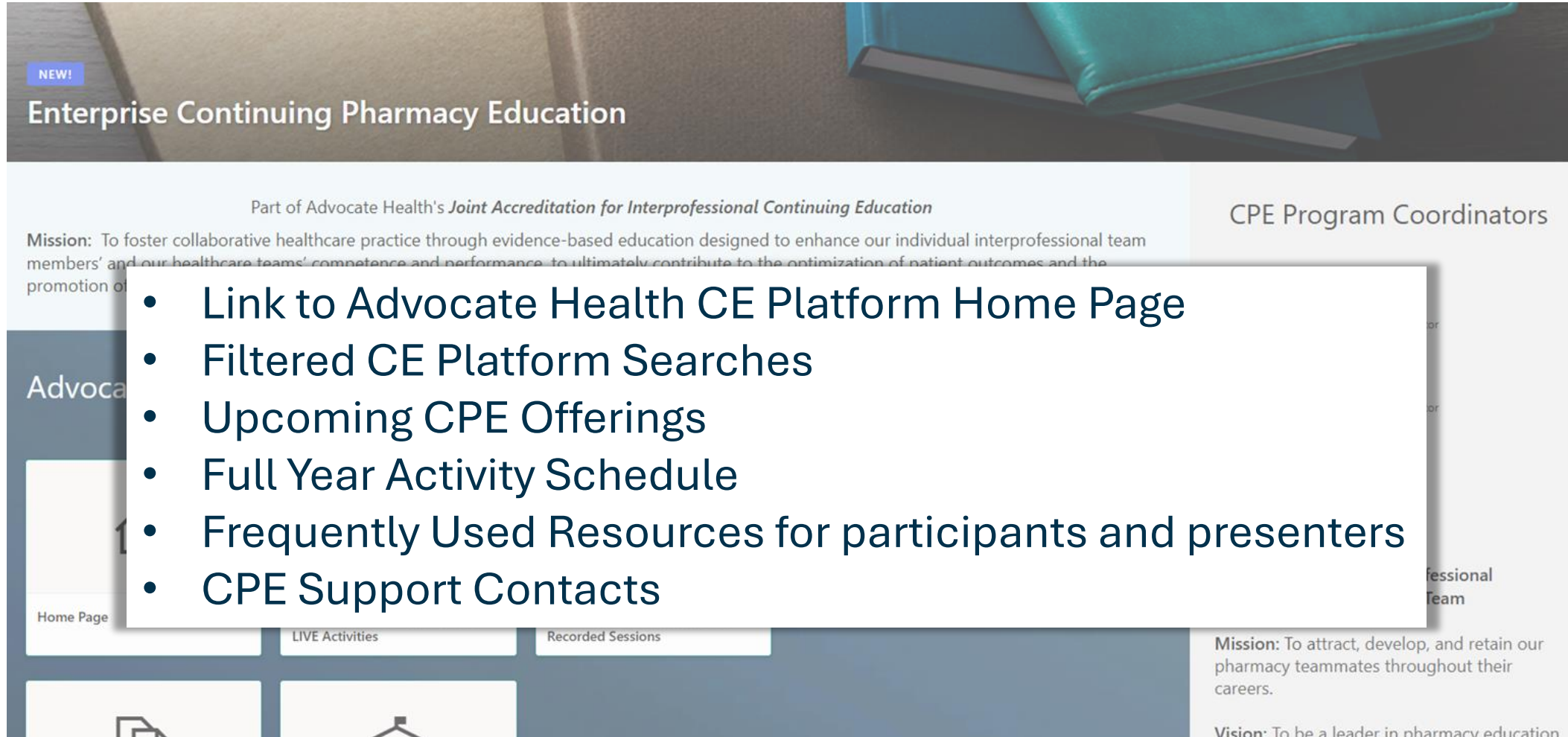
Student Precepting



Research



# ENT CPE Site: Features Overview



The screenshot shows the ENT CPE Site interface. At the top, there is a banner with the text "NEW! Enterprise Continuing Pharmacy Education". Below this, a section titled "Part of Advocate Health's Joint Accreditation for Interprofessional Continuing Education" contains a mission statement. To the right, there is a section for "CPE Program Coordinators". A list of features is overlaid on the center of the page, including links to the CE Platform Home Page, filtered searches, upcoming offerings, activity schedules, frequently used resources, and support contacts. The bottom of the page shows navigation links for "Home Page", "LIVE Activities", and "Recorded Sessions", along with a footer containing the Advocate Health logo and mission/vision statements.

**NEW!** Enterprise Continuing Pharmacy Education

Part of Advocate Health's *Joint Accreditation for Interprofessional Continuing Education*

**Mission:** To foster collaborative healthcare practice through evidence-based education designed to enhance our individual interprofessional team members' and our healthcare teams' competence and performance, to ultimately contribute to the optimization of patient outcomes and the promotion of

**CPE Program Coordinators**

- Link to Advocate Health CE Platform Home Page
- Filtered CE Platform Searches
- Upcoming CPE Offerings
- Full Year Activity Schedule
- Frequently Used Resources for participants and presenters
- CPE Support Contacts

Advoca

Home Page

LIVE Activities

Recorded Sessions

**Mission:** To attract, develop, and retain our pharmacy teammates throughout their careers.

**Vision:** To be a leader in pharmacy education

# Enterprise CPE SharePoint Site

[Direct Link: Enterprise Continuing Pharmacy Education](#)

A single  
access point  
for all CPE  
activities

NEW!

## Enterprise Continuing Pharmacy Education

Part of Advocate Health's *Joint Accreditation for Interprofessional Continuing Education*

**Mission:** Fostering collaborative healthcare practice through evidence-based education designed to enhance our individual interprofessional team members' and our healthcare teams' competence and performance, to ultimately contribute to the optimization of patient outcomes and the promotion of high value care so we can help people live well.

### CPE Program Coordinators



**Raeder, Heather**  
Pharmacy Program Coordinator



**Thomas, Elaine R**  
Pharmacy Program Coordinator

### Education and Professional Development Team

**Mission:** To attract, develop, and retain our pharmacy teammates throughout their careers.

**Vision:** To be a leader in pharmacy education and professional development by creating

### Advocate Health CE Platform: Helpful Links



Advocate Health CE Platform  
Home Page



Pharmacy Grand Rounds 2025  
LIVE Activities



Pharmacy Grand Rounds 2025  
Recorded Sessions

### Upcoming CE Activities

[See all](#)

+ Add event

NOV  
20

Population Health Pharmacy: A Lesser-Known Part of the One Pharmacy Mission  
Thu, Nov 20, 12:00 PM

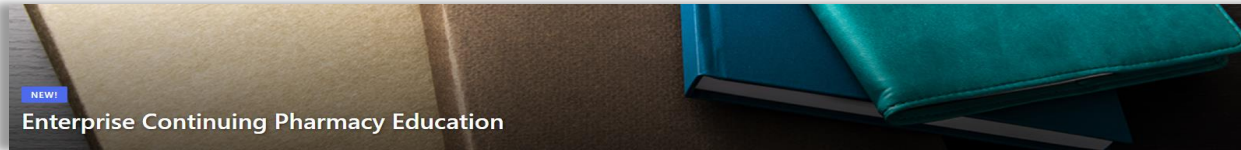
DEC  
2

Treatment of Vasospasms and Refractory Vasospasms with High-Dose Intravenous  
Tue, Dec 2, 12:00 PM

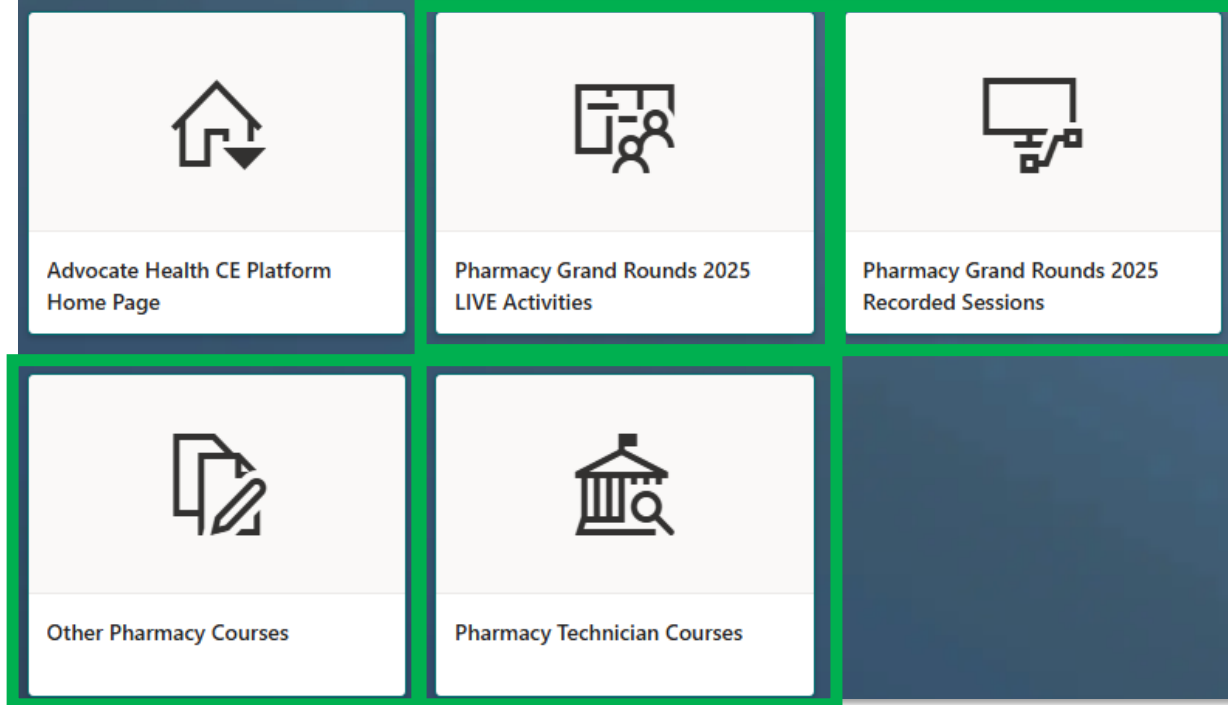
DEC  
3

Facts vs Fiction: Debunking Oncology Myths  
Wed, Dec 3, 12:00 PM

# ENT CPE Site: Links to CE Platform

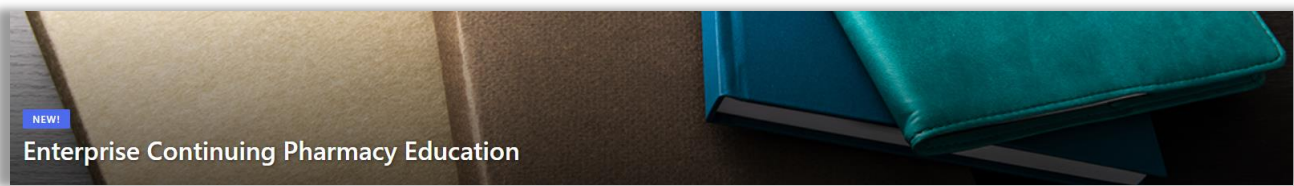


## Advocate Health CE Platform: Helpful Links



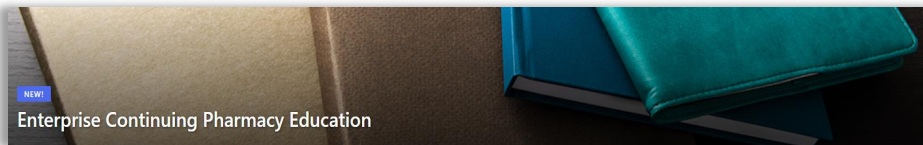
- Tiles highlighted here in green represent pre-filtered searches on the CE Platform
- Teammates can also apply their own filters as needed

# ENT CPE Site: Frequently Used Resources





# ENT CPE Site: Upcoming Activities



## Upcoming CE Activities

See all

Add event

**JUL 10**

**Pill-osophy 101: Basic Pharmacology for Technicians (1PM CST/2PM EST)**

Thu, Jul 10, 1:00 PM

Microsoft Teams Webinar

Click on Title

Click to register for Teams Webinar

Note default time zone

**When** Thursday, July 10, 2025  
1:00 PM – 2:00 PM  
(UTC-06:00) Central Time (US and Canada) ⓘ

Add to my calendar

**Where** Microsoft Teams Webinar

**Link** [Register Here](#)

**About this event**

Audience: Pharmacy Technicians

CPE Credit: 1 hour

# Assessment Question #4

In the screenshot on the right, which tile would you select to find information about pharmacy technician specific CPE activities and national/state credentialing information?

- A. 1
- B. 2
- C. 3
- D. 4
- E. 5
- F. 6



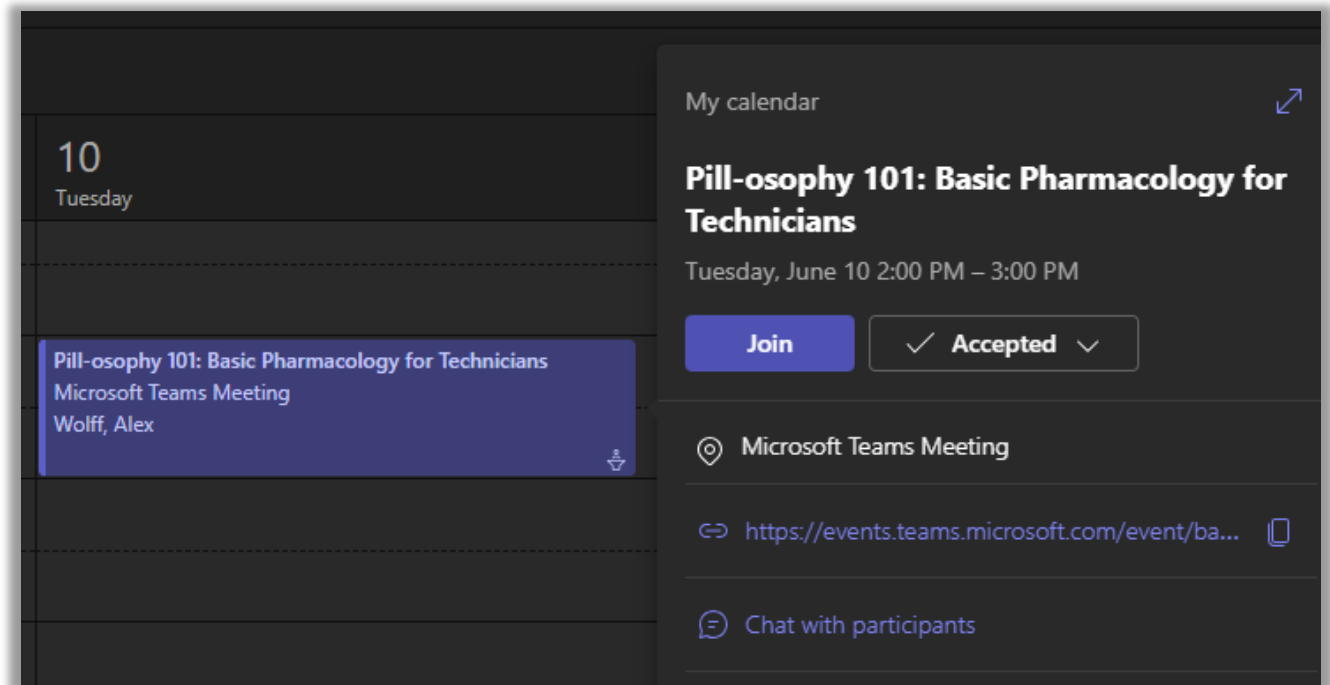
# How CE Activities are Done

## *Teams Webinar Format*

- Features very similar to Microsoft Teams Meeting

### *Key Differences:*

- ✓ **Advance registration required**
- ✓ Same day, last-minute registration permitted
- ✓ Participants immediately receive webinar invite to add to their Outlook calendars
- ✓ Participants receive Microsoft email reminder 1 hour prior to activity



# Getting Started with CE Platform

## Frequently Used Resources



2025-26 Advocate Health CPE Activity Calendar



2025-26 Education Gap/Topic Submission Form



Teammate Support Resources



Presenter Resources



Technician National & State CE Requirements



Previous Year's Topics



2025-26 Advocate Health CPE Activity Calendar.xlsx



Advocate Health CE Platform-Quick Start Guide.pdf



Advocate Health CE Platform-Specialty Board (NABP) Update.pdf

1. Follow *Quick Start Guide* to set up a participant profile, add NABP information, and complete mobile setup to receive CPE credits
2. If additional information is needed on adding NABP info, See *Specialty Board Update* document

# Advocate Health CE Platform

- Earn CPE credit created by Advocate Health for Advocate Health teammates
- Usually created and presented by Advocate Health Pharmacists (including Residents) and Pharmacy Technicians
- Will meet requirements for PTCB/NHA certification and state credentials
- Is always free for Advocate Health teammates

# Did you know...

ALL Enterprise pharmacy teammates have access to the [Advocate Health CE Platform](#) CE activities?



The screenshot shows the Advocate Health CE Platform website. At the top, the Advocate Health logo is on the left, and a search bar with the text "Find a course..." and a magnifying glass icon is on the right. Below the logo, there is a navigation menu with the following items: HOME, CALENDAR, COURSES (with a dropdown arrow), GRAND ROUNDS & CASE CONFERENCES, RESOURCES (with a dropdown arrow), and CE PRE PLANNING FORM. Below the navigation menu, there is a large blue banner. On the left side of the banner is a circular logo with a teal and dark teal design. To the right of the logo, the text reads: "Advocate Health is now a provider of interprofessional continuing education (IPCE)". Below this text, it says: "We're stronger together by advancing health care continuing education by the team for the team." and "Learn more!". At the bottom left of the banner, it says "JOINTLY ACCREDITED PROVIDER™" and "INTERPROFESSIONAL CONTINUING EDUCATION".

**ADVOCATE HEALTH**

Find a course...

HOME CALENDAR COURSES GRAND ROUNDS & CASE CONFERENCES RESOURCES CE PRE PLANNING FORM

**Advocate Health is now a provider of interprofessional continuing education (IPCE)**

We're stronger together by advancing health care continuing education by the team for the team.

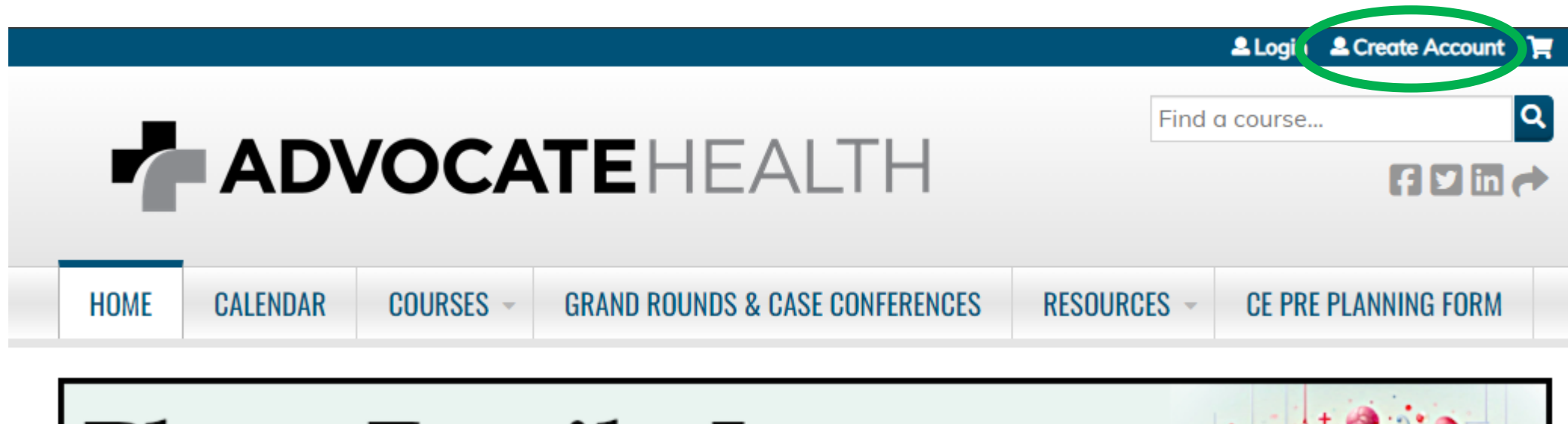
Learn more!

JOINTLY ACCREDITED PROVIDER™  
INTERPROFESSIONAL CONTINUING EDUCATION

# How to access Advocate CE Platform

Go to CE Platform Home Page: <https://ce.advocatehealth.org>

Full instructions for creating a new account: [How to Create a New Account | Advocate Health](#)



# Instructions, Part 1: Create New Account

All Pharmacy Teammates should use this option to create an account



ADVOCATE HEALTH

Find a course...

HOME CALENDAR COURSES GRAND ROUNDS & CASE CONFERENCES RESOURCES CE PRE PLANNING FORM

Home

## Log in / Create account

Please select an account type.

### Advocate Health Login

Advocate Health teammates should use the Advocate Health login. This includes all teammates with [atriumhealth.org](http://atriumhealth.org), [wakehealth.edu](http://wakehealth.edu), and [gah.org](http://gah.org) email addresses.

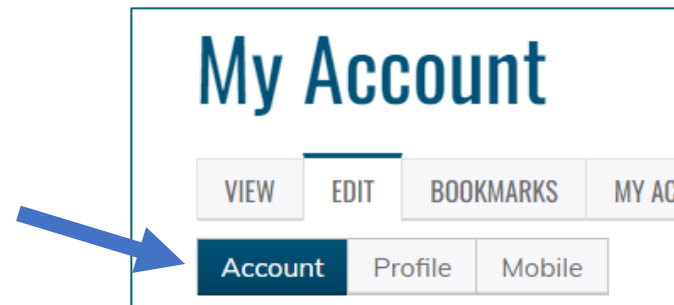
ADVOCATE HEALTH LOGIN ▶

### Visitor Login

If you DO NOT have an Advocate Health login use one of the buttons below.

VISITOR LOGIN ▶

CREATE NEW VISITOR ACCOUNT ▶



## My Account

VIEW EDIT BOOKMARKS MY ACT

Account Profile Mobile



# Instructions, Part 2: Complete Profile

## Profile Completion

Once you are logged in, you need to complete your profile.

- **Note:** In order to print certificates or claim credit in the CE Learning Platform you will need to complete your profile.

1. Click **My Account** in the top right corner of the screen. Then click on the **Edit** tab, then the **Profile** tab.



2. Fill in all fields that are required, then click **Save**.

This step includes ONE-TIME entry of your NABP ID and DOB for claiming CPE credit for any *Advocate* activities.

# Instructions, Part 2: Complete Profile

---

Add in your  
Learner Type

**LEARNER TYPES \***

Pharmacist ▲

Pharmacist ▲

Pharmacy Technician

Select the National Association of Boards  
of Pharmacy as your specialty board, NOT  
your state!

Then add your NABP ID

**Specialty board**  
Select a board or license type from the list.

National Association of Boards of Pharmacy

**License, Board, or Accreditation ID**  
Enter your board or license ID.

#####

Date of Birth is required  
for CPE credit

**DATE OF BIRTH**

**MONTH** **DAY**

Oct ▼ 22 ▼

**All of the above must be added, otherwise CE credit will not be awarded**

# Instructions, Part 3: Complete Mobile Setup

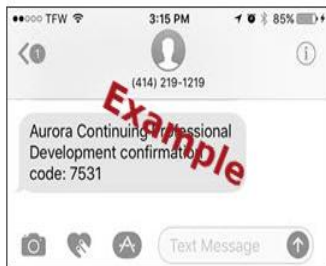
## Mobile Phone Completion

Attendance is claimed by texting in a code. Your phone must be registered in the system to claim the credit. The code is good for 30 days after the conference ends. Each event will have its own code.

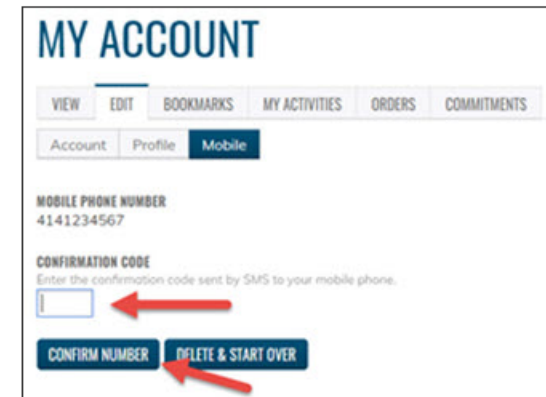
1. Once your profile is filled out, click on the **Mobile** tab.



2. Enter your **Mobile Phone Number**-10 digits with no spaces. Click **Confirm Number**. Do not exit this page.
3. A confirmation code will be sent to your mobile phone.



4. Type the confirmation code into the box on the webpage, then click **Confirm Number**.



5. Click **Save**.

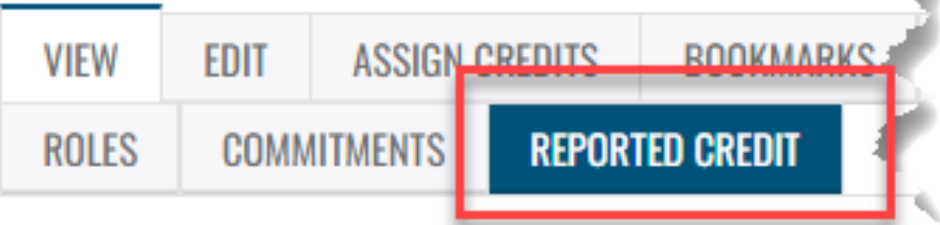
Your information will be stored and you will only have to access if you have any changes.

Attendance for live activities is claimed by texting in a code.  
Your phone must be registered in the system to claim the credit.

# How to Verify Reported Credit

To verify if credits were reported to NABP:

1. Click **My Account** in the top right corner,  
then click the **Reported Credit** tab



2. Check the **Sent** column

If **Yes** – it was sent successfully

If **No** – Action needed or credit will not be reported

<u>Reported to</u>	<u>Type</u>	<u>Date attempted</u>	<u>Response</u>	<u>Sent</u>
CPE Monitor	Continuing Pharmacy Education (CPE)	2022/03/14 - 7:19:07am	ACPE 103: Missing ePID.	No

# Troubleshooting: Failed Credit Report

If the report was not sent, check the response and troubleshoot.

Response	Solution
ACPE 102: Invalid ePID - Must Be Numeric and At Least 4 Digits In Length.	Ensure your profile is correct with the Learner Types, Specialty Board, and Date of Birth fields filled in correctly. Your “ePID” is your NABP e-profile ID.
ACPE 103: Missing ePID.	
ACPE 111: There was an error with the ePID and DOB combination provided. Please verify ePID and DOB.	Correct or fill in incomplete data. Scroll and click Save. Once data is saved, the credit will automatically resubmit.
ACPE 114: Submission date for activity is beyond 60 Day submission window.	Credit is only awarded within 60 days from a live activity. Only “solution” is to remember to claim credit within the 60 days.
Other	Contact the CE team for assistance: <a href="mailto:AAH-PharmacyCPEsubmission@aah.org">AAH-PharmacyCPEsubmission@aah.org</a>

# Assessment Question #5

True or False: Your NABP number and PIN (DOB in MMDD format) must be on your Advocate Health CE platform profile to receive CPE credit for an activity.

- A. True
- B. False

# Final Takeaways

- CPE is important for various reasons, including:
  - Maintaining certification or registration
  - Learning new skills/upskilling
  - Keeping knowledge current
  - Growing and developing professionally
- Advocate Health offers FREE CPE for pharmacy technicians and pharmacists
- The [Advocate Health Enterprise CPE SharePoint](#) and the [Advocate Health CE Platform](#) are the most current/accurate sources for CPE and information regarding CPE and development from Advocate Health

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# Questions?

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