



Board of Pharmacy Specialties **bps**

Fall 2015 Candidate's Guide

Specialty Certification in:

- Ambulatory Care Pharmacy
- Critical Care Pharmacy
- Nuclear Pharmacy
- Nutrition Support Pharmacy
- Oncology Pharmacy
- Pediatric Pharmacy
- Pharmacotherapy
- Psychiatric Pharmacy

Application Deadline: August 1, 2015

Test Dates: September 17- October 3, 2015

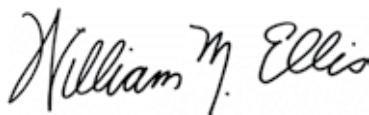
bps Board of Pharmacy Specialties

Thank you for your interest in becoming certified in your chosen field of specialty practice. As the delivery of health care becomes more sophisticated and complex, health care providers and the system they work in will be asked to become even more accountable for the quality of care they deliver. By choosing to pursue specialty certification you are taking an important step to recognize your specialized training, knowledge and skills. Most importantly your pursuit of specialty certification indicates your commitment to improving patient care.

For more than 30 years, the Board of Pharmacy Specialties (BPS) has provided specialty-level certification programs for pharmacists – both nationally and internationally. The founding of BPS by APhA in 1976 resulted from a five-year effort during which the entire profession studied and deliberated the issue of specialization in pharmacy. Ambulatory Care Pharmacy, Critical Care Pharmacy, Nuclear Pharmacy, Nutrition Support Pharmacy, Oncology Pharmacy, Pediatric Pharmacy, Pharmacotherapy and Psychiatric Pharmacy exist today as bona fide specialties due to ongoing collaborative efforts by all segments of the profession.

The Board, with assistance from several professional organizations and their members, has continued to provide vital leadership and support for the recognition of specialties and the certification of pharmacist specialists. As a result, BPS and its Specialty Councils are now the principal entities through which these activities are carried out for the pharmacy profession. Each of the Specialty Councils works diligently with test development consultants to ensure that the entire certification process is psychometrically sound and defensible. BPS is also working with its strategic partner organizations to promote the value of specialty recognition and certification to the profession, other health care professionals, employers, and the public.

Through the rigorous standards mandated by BPS board certification and recertification, the specialty-credentialed pharmacist stands out as the most qualified individual to meet today's expanding professional expectations. BPS salutes your interest and commitment to quality patient care.



William M. Ellis, RPh, MS
Executive Director



Board of Pharmacy Specialties • 2215 Constitution Ave., NW • Washington, DC 20037-2985
(202) 429-7591 • FAX: (202) 429-6304 • www.bpsweb.org

The Board of Pharmacy Specialties (BPS) is an autonomous division of the American Pharmacists Association (APhA), founded in January 1976 to recognize specialties and certify pharmacists in specialized areas of pharmacy practice. BPS Specialty Certification Programs in Ambulatory Care, Nuclear Pharmacy, Nutrition Support Pharmacy, Oncology Pharmacy, Pharmacotherapy and Psychiatric Pharmacy are recognized as accredited certification programs by the National Commission for Certifying Agencies, (NCCA).

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GENERAL INFORMATION

Board of Pharmacy Specialties

The Board of Pharmacy Specialties (BPS) is an independent, non-governmental certification body that provides recognition of persons involved in the advanced practice of pharmacy specialties. BPS was created on January 5, 1976 by the American Pharmaceutical Association (now the American Pharmacists Association, APhA), and exists today as an autonomous division of APhA.

The Board is composed of eight pharmacists, five of whom represent BPS specialty practices, three pharmacists who are not Board Certified, two health care professionals other than pharmacists and one public member. The Executive Director and one member of the APhA Board of Trustees are non-voting Board members, *ex officio*.

BPS has established a Specialty Council for each recognized specialty. Specialty Councils work with the Board to develop and administer psychometrically sound and defensible certification processes, consistent with public policy regarding the credentialing of health care professionals. A Specialty Council is composed of six pharmacists certified in the specialty area and three other pharmacists.

The five point purpose of the Board of Pharmacy Specialties Certification Program:

1. To grant recognition of appropriate pharmacy practice specialties based on criteria established by the Board of Pharmacy Specialties;
2. To establish standards for certification and recertification of pharmacists in recognized pharmacy practice specialties;
3. To grant qualified pharmacists certification and recertification in recognized pharmacy practice specialties;
4. To serve as a coordinating agency and informational clearing house for organizations and pharmacists in recognized pharmacy specialties;
5. To enhance public/consumer protection by developing effective certification programs for specialty practices in pharmacy.

Importance of Certification

The primary purpose of specialization in any health care profession is to improve the quality of care individual patients receive, to promote positive treatment outcomes, and ultimately, to improve the patient's quality of life. Specialties evolve in response to the development of new knowledge or technology that can affect patient care. The rapid, dramatic advancement of drug therapy in recent decades has created a clear need for pharmacy practitioners who specialize in specific kinds of treatment and aspects of care. Specialty certification is a responsible, progressive initiative from the profession to try to ensure the best possible patient care.

Board certification has allowed more pharmacists to participate in collaborative drug therapy management, which is a significant value to patients. Pharmacists certified in a specialty are frequently sought for professional consultations. As the contributions of pharmacists become more recognized we anticipate greater recognition from public and private

payers. Employers and patients can feel secure in knowing that a board certified pharmacist has taken the initiative to seek advanced specialized training that sets them apart.

Certification can also provide a personal reward for pharmacist specialists. Preparing for the certification exam offers an opportunity to increase advanced, specialized knowledge in a practice area. Specialty certification is a means of informing other professionals of the individual's educational and practice accomplishments, setting the specialist apart from colleagues. It is one way to demonstrate advanced knowledge and skills independent of, and in addition to, a degree program or license.

Recognition of BPS Certification

BPS-certified pharmacist specialists are recognized for their advanced level of knowledge, skills, and achievement by many government agencies and educational organizations. The following are examples of specific benefits that may be realized by BPS-certified pharmacist specialists:

- U.S. Nuclear Regulatory Commission: specialists may be recognized as Authorized Nuclear Pharmacists;
- U.S. Department of Defense: specialists may receive bonus pay;
- U.S. Department of Veterans Affairs: specialists may serve at a higher pay step;
- U.S. Public Health Service: specialists may receive bonus pay;
- New Mexico and North Carolina State Boards of Pharmacy: specialists may apply for specified prescribing privileges;
- Increasing numbers of employers are recognizing BPS-certified specialists with monetary rewards, promotion or hiring preference.

OVERVIEW

This Candidate's Guide is intended for use by pharmacists who are interested in being certified as specialists by the Board of Pharmacy Specialties (BPS) in any of the BPS-recognized specialty practice areas. This Guide provides information on BPS certification processes: eligibility requirements, application procedures, examination administration, annual registration, and recertification.

This document is ONLY A GUIDE. The information, procedures, and fees detailed in this publication may be amended, revised, or otherwise altered at any time and without advance notice by BPS. The provision of this Guide does not confer any rights upon an applicant. The information contained in this Guide supersedes information contained in all previous editions of the BPS Candidate's Guide.

All correspondence and requests for information concerning the administration of BPS specialty certification examinations should be directed to:

Board of Pharmacy Specialties

2215 Constitution Avenue, NW

Washington, DC 20037-2985

TEL 202-429-7591 • FAX 202-429-6304

www.bpsweb.org

Non-discrimination Policy

BPS endorses the principles of equal opportunity and non-discrimination. BPS does not discriminate with regard to age, gender, ethnic origin, race, religion, disability, marital status, veteran status, sexual orientation, or any other category protected by federal or state law.

APPLICATION INFORMATION

General Information

All questions pertaining to BPS certification should be directed to the Board as noted above. BPS office hours are Monday through Friday, 8:30am-5:00pm (Eastern Time). The Board offices are closed on all U.S. Federal holidays.

All applicants must submit their applications online at the BPS web site (www.bpsweb.org). A valid credit card account number is required for all online applications. The online application process uses a secure server.

It is the candidate's responsibility to submit an application that is completely and accurately filled out by the deadline of August 1, 2015. Incomplete applications will not be processed. All applications are processed within 20 working days of receipt. Applications submitted after the August 1, 2015 deadline may not be processed.

Name and/or Address Changes

All applicants are responsible for immediately notifying BPS of any address change (including e-mail) or legal name change. Notification for admission to the examination, communication of test results, maintenance of certified status and renewal of certification depend on the Board having current information. An applicant or certificant who legally changes his/her name should immediately notify BPS. Please note, the name you submit with your application must match your current copy of government-issued photo identification with signature (e.g., driver's license, passport, or government-issued identification card). Failure to provide BPS with a name matching your identification may result in your being turned away from the testing center on your examination day.

Additionally, please update your BPS account immediately with any changes in contact information (mailing address, e-mail address, etc.) to ensure timely communication. Address changes or name changes made after the mailing of certificates may require purchase of a new certificate.

Testing Dates

The Fall Testing window will run between **September 17, 2015 and October 3, 2015.**

Important Dates

APPLICATION DEADLINE

August 1, 2015

EXAMINATION DATES

Computer-based examinations:

September 17, 2015 through October 3, 2015

International Applicants: please see below for more information.

Test Administration

The Board of Pharmacy Specialties Certification Examinations are administered via internet-based testing by Castle Worldwide (Castle), BPS's approved testing provider, through its affiliated test sites. Candidates can test within scheduled test administration windows domestically within the United States or internationally.

NOTICE: BPS will only offer paper and pencil examinations in the following countries:

Egypt
Jordan
Kuwait
Lebanon
Qatar
Saudi Arabia
United Arab Emirates

If you are licensed in or planning on testing in any of these countries, please view the section "Examination Format and Administration: "Paper-based Examinations", beginning on page 11. Please note, in the countries listed above, exams will only be offered September 16 and 17, 2015.

Overview of Steps in Applying for the Examination

Five basic steps are required to apply for the Fall 2015 BPS Certification Examination:

1. Create an online profile on the BPS website.
2. Once your profile has been created, click on the application link found on the BPS website at www.bpsweb.org. Please review the eligibility criteria for your specialty before applying. The application must be completed within 24 hours of when you begin. Incomplete applications will not be processed.

At the time of application, you will need to have an uploadable version of your pharmacy license in JPEG or PDF format. Candidates qualifying via an ASHP-accredited residency program must also provide a certificate of completion, residency certificate, or letter from their preceptor. If you are an international candidate, you must provide uploadable proof of graduation from a school or college of pharmacy in JPEG or PDF format.

Please note, applicants licensed outside of the United States or Canada must request a hard copy of their transcripts or certificate of graduation with official seal be sent directly to BPS from the school where they received their pharmacy degree in addition to submitting the online application. (see page 11 for further details).

Additionally, all fees must be paid at the time of application submission.

3. Once submitted, your application will be reviewed by BPS and you will receive a decision about your eligibility to sit for the examination within 20 business days. Please note that the initial eligibility decision may be revised if candidate is later found to be ineligible.

International applicants, please note, your application will not be considered complete until we receive a copy of sealed transcripts from your university.

4. The names of approved applicants will be forwarded to Castle. Castle will contact candidates via e-mail according to the timeline printed in this guide to schedule the examination date, time, and location.
5. Candidates must schedule the date, time, and location of their examination within the scheduled test administration window. For Fall 2015, the window runs from September 17, 2015 to October 3, 2015 for computer-based exam administration, and September 16 and 17, 2015, for those countries holding paper-based examinations.

Candidates can schedule only one examination in the Fall 2015 window.

Eligibility Requirements

Complete eligibility requirements for each specialty can be found beginning on page 14 of this guide or on the BPS website (www.bpsweb.org). All practice and educational eligibility requirements must be met prior to the candidate sitting for the exam.

Processing Applications

All applicants will be notified by BPS via e-mail of their eligibility to sit for the examination within 20 business days of BPS's receipt of their application and fee. For identification purposes, a unique Candidate Number is assigned to each eligible applicant by BPS when an application is processed. Candidates should keep a record of this number and use it in all correspondence with BPS. For the steps following application approval please see the section titled *Scheduling*.

If for any reason an application is rejected, the entire fee will be refunded. In addition, the applicant will be provided with an explanation by e-mail of why the application was not accepted. Applicants will be notified by e-mail if their application is incomplete.

Test Sites

Through an arrangement with Castle, BPS candidates can schedule their examinations at more than 450 test sites within the United States and more than 200 test

sites outside of the U.S. Test site locations can be found on the BPS website. Once an application is approved by BPS, applicants will be contacted by Castle to begin the scheduling process. Castle will contact you via e-mail. It is recommended that applicants add ibt@castleworldwide.com to the list of acceptable addresses so that the e-mail does not get blocked by a spam filter.

In Fall 2015, the scheduled test administration window runs from September 17, 2015 and October 3, 2015 for computer-based exam administration, and September 16 and 17, 2015, for those countries offering paper-based exams. Candidates will be able to begin scheduling testing appointments in August, according to the timeline printed in this guide.

The testing network available to candidates has ample seats to meet demand for the BPS examinations. Castle will employ reasonable efforts to secure the test site and date requested by the candidate; however, BPS cannot guarantee availability of a testing session at a specific location within the designated testing period. Seats are filled on a first-come, first-served basis, based on test site availability. It is recommend that you schedule your exam as soon as possible.

BPS does not provide hotel or travel information. If required to travel to a test site, candidates are encouraged to use their own travel agent or one of the online search engines to locate hotel accommodations near a test site as well as maps and driving directions.

DANTES Program

Overseas U.S. Military pharmacists may sit for BPS certification exam using the DANTES program through Military Education Centers. When candidates are sent a notice to schedule from Castle, they should contact Castle directly with the location and contact information for the DANTES test site.

Scheduling

In order to help assure the greatest probability that candidates receive their preferred test site and date, BPS recommends registering as early as possible. The following schedule has been established:

If you apply between:	You will schedule your exam starting:
May 11-May 31, 2015	August 3, 2015
June 1-June 30, 2015	August 10, 2015
July 1- August 1, 2015	August 17, 2015

** Domestic candidates must submit their scheduling request at least four (4) days prior to their preferred testing date during the scheduled test administration window (no later than September 29, 2015). Non-U.S. candidates must submit their scheduling request at least ten (10) business days prior to their preferred testing date (no later than September 21, 2015).*

Castle will issue a Notice to Schedule (NTS) e-mail to approved candidates based upon the schedule noted above. The NTS e-mail will provide candidates with a unique username/password and the URL address to access Castle's online test scheduling system. Candidates will select from a listing of available testing centers by

geographical location and test date.

Castle will provide telephone and e-mail support to candidates on matters related to scheduling a testing appointment. Voice-mail will accept candidate inquiries outside of normal U.S. business hours [Eastern time].

Once a testing appointment is scheduled, the candidate will be notified of the exact test location, date, and time via e-mail. **The candidate must bring his/her printed confirmation to the test site; please note that this confirmation will contain critical information including the candidate's testing password.**

The candidate also must bring a current, government-issued photo identification with signature to the test site. Acceptable forms of identification include driver's licenses, passports, and government-issued identification cards. Unacceptable forms of identification include gym memberships, warehouse memberships, school identification cards, credit cards, and identification with signature only (no photo).

The candidate's name as it appears on the confirmation e-mail must match the candidate's name as it appears on the government-issued photo identification. **Candidates are responsible for contacting BPS with any name changes that occur after the submission of their application. Candidates have the ability to request a name change through their BPS online profile, and will be required to upload a PDF or JPG copy of government-issued identification showing their new name as part of that request.**

Rescheduling

Candidates may reschedule a testing session up to four (4) business days in advance of the scheduled testing within the designated Fall testing window appointment through Castle's scheduling system. **BPS staff will not process change requests. A \$50 nonrefundable fee, payable to Castle, will apply.**

Day of Testing	Appointment: Must Reschedule/Cancel By:
Monday	Tuesday of the previous week
Tuesday	Wednesday of the previous week
Wednesday	Thursday of the previous week
Thursday	Friday of the previous week
Friday	Monday of the current week
Saturday / Sunday	Tuesday of the current week

Special Circumstances

In the following situations and with appropriate documentation, candidates may change their testing session date with fewer than four (4) days' notice. Candidates must contact Castle directly with documentation in order to reschedule. A \$50 nonrefundable fee, payable to Castle, will apply.

- (i) Serious illness (either the candidate or an immediate family member)

- (ii) Death in the immediate family
- (iii) Disabling accident
- (iv) Court appearance
- (v) Jury duty
- (vi) Unexpected military call-up

Withdrawals

Candidates may withdraw from the certification process prior to the close of the application deadline of August 1 2015. Candidates must inform BPS of their withdrawal in writing via fax, regular mail, or e-mail (e-mail recommended). The request must be received by the Board on or before the deadline of August 1, 2015. Candidates who withdraw from the certification process will be refunded the fee paid, less an administrative charge of \$200 (\$250 if the exam has been scheduled). Refunds will be processed within five weeks of the final examination date.

After August 1, 2015, BPS will review requests for withdrawals with decisions made on a case-by-case basis. Acceptable withdrawal requests, with appropriate documentation (e.g., physician's letter, police report, etc.) will be considered under the following situations:

- (i) Serious illness (either the candidate or an immediate family member)
- (ii) Death in the immediate family
- (iii) Disabling accident
- (iv) Court appearance
- (v) Jury duty
- (vi) Unexpected military call-up

Supporting documentation must be submitted to BPS within seven (7) days after the exam date. Candidates whose withdrawal request is not approved by BPS will forfeit all testing fees. If approved, all administrative charges will apply.

No Shows

Not appearing for a testing appointment or rescheduling less than four (4) business days before a testing appointment (outside of the special circumstances listed) will count as the candidate's testing appointment. The candidate will be marked as a no-show candidate and all testing fees will be forfeited. No-show candidates will be allowed to apply for a future testing cycle, at full price.

Americans with Disabilities Act

The Board of Pharmacy Specialties complies with the relevant provisions of the Americans with Disabilities Act (ADA). If a candidate has a disability and requires accommodations under this Act during the certification examination, he/she should select "Special Accommodations" as part of their application form and then submit the "ADA Accommodations Request Form" as part of their application. All application forms with requests for accommodations must be submitted no later than August 1, 2015.

Qualified Individual with a Disability

A disabled candidate is one who has a physical or mental impairment that substantially limits that person in one or more major life activities (e.g., walking, talking, hearing,

performing manual tasks), has a record of such physical or mental impairment, or is regarded as having such a physical or mental impairment.

A “qualified individual with a disability” is one who has a disability and satisfies the requisite skill, experience, education, and other requirements of the service, program, or activity of which he or she is being measured; and, with or without accommodations, can perform the essential functions of the service, program, or activity. An essential function is one that individuals are required to perform, and removing that function would fundamentally change the service, program, or activity. **A person must be a “qualified individual with a disability” to be protected under the ADA.**

Reasonable accommodations provide candidates with disabilities a fair and equal opportunity to demonstrate their knowledge and skill in the essential functions being measured by the examination. Reasonable accommodations are decided based on the individual’s specific request, disability, documentation submitted, and appropriateness of the request. Reasonable accommodations do not include steps that fundamentally alter the purpose or nature of the examination.

Reasonable accommodations generally are provided for candidates who have a physical or mental impairment that substantially limits that person in one or more major life activities (e.g., walking, talking, hearing, and performing manual tasks), have a record of such physical or mental impairment, or are regarded as having a physical or mental impairment.

To apply for reasonable accommodations, the candidate must request accommodations as part of the application process. To ensure appropriate accommodations can be provided, candidates must submit their completed ADA Request Form and all additional documentation as part of the application process.

The information and any documentation regarding the candidate’s disability and need for accommodation in testing will be considered strictly confidential and will be used solely to determine the candidate’s eligibility for accommodations. Supporting documentation must be supplied as part of the application process. Professionals submitting documentation in support of a candidate’s request for accommodation may be contacted by BPS or Castle for clarification of any information provided concerning the requested accommodations. Failure to notify BPS of needed accommodations by August 1 2015, may result in the accommodations not being available at the time of the testing appointment.

Fee Payments

Payments are made in **U.S. dollars** by **credit card** (VISA, MasterCard, American Express), **check, cashier’s check, or money order** made payable to Board of Pharmacy Specialties. Purchase orders will **NOT** be accepted.

Application Fee

The application fee payment must accompany each completed application. The fee for first-time applicants for

specialty certification is \$600 U.S. dollars for candidates based in the U.S. and Canada. For international candidates who are first-time applicants, the fee is \$685 U.S. dollars. Candidates who failed an examination within the past year will be permitted to retake the examination during this period at the cost of \$300.

Declined Credit Cards and Returned Checks

When a credit card transaction is declined, or a check is returned for non-sufficient funds, a valid credit card number must be provided, or payment must be sent by certified check or money order for the amount due.

Forfeiture of Fees

Candidates who fail to arrive at the test site on the date and time they are scheduled for examination and who have failed to get an approved withdrawal will forfeit their examination fees and must re-submit an application for the full price if they wish to re-register for a future testing cycle.

Late Arrivals

The candidate should arrive at the test site 15 minutes in advance of his/her scheduled testing appointment time. If a candidate arrives at the test site 30 minutes after his/her scheduled testing appointment time and is refused admission, then the candidate will forfeit his/her appointment. **If an appointment is forfeited, there is no refund of the testing fee.**

All fees are subject to change at the sole discretion of the Board.

INFORMATION FOR FOREIGN TRAINED/ FOREIGN LICENSED CANDIDATES

Information Sources

BPS certification is oriented primarily toward pharmacists licensed and practicing in the U.S. Foreign applicants are encouraged to apply online, however, those candidates licensed outside of the U.S. and Canada must request sealed transcripts or certificate of graduation be sent directly from the university where they obtained their pharmacy degree. Applicants who received their pharmacy education and training outside the U.S. and Canada but who are licensed to practice in the U.S. and Canada need only provide a copy of their current, active state board of pharmacy license, along with their application form.

Applicants who received their pharmacy education outside the U.S. and Canada and who are not licensed to practice pharmacy in the U.S. must provide the Board with the following by the application deadline:

- Copy of certificate, diploma, or other official document indicating that the individual has completed an educational program preparing him/her for basic pharmacy practice; (as part of the online application process)
- Documentation of current active legal authorization to

practice pharmacy in their country of origin or residence.

AND

- Sealed copy of transcripts or certificate of graduation with seal sent directly from the college or university where you received your pharmacy degree. It is preferred, but not required, that the school send English translations of documentation, if possible. Please instruct your university to send sealed copies of your transcripts or certificate directly to:

Board of Pharmacy Specialties
Attn: Steve Scarlata
2215 Constitution Avenue, NW
Washington, DC 20037-2985

Your application will not be considered complete until BPS has received this documentation directly from your school.

Throughout BPS specialty certification examinations, all measurements from laboratory test results are expressed in traditional units. A conversion chart from traditional units to standard international units will be provided electronically as part of the internet-based testing platform. Candidates in those countries using the paper-and-pencil version of the examination will be provided with a paper version of the conversion chart.

The Board is aware that examination questions dealing with procedures or regulatory issues in the U.S. are not necessarily pertinent to candidates who practice in foreign countries. However, all candidates are given the same examination and are held to the same standard of achievement, regardless of the country in which they practice and the regulations under which they practice.

Please note BPS certification does not confer the privilege to practice pharmacy in the U.S. or in any other country.

PREPARING FOR THE EXAMINATION

The Board publishes the content outline specific to each examination and strongly encourages candidates to become thoroughly familiar with this document. Content outlines are occasionally modified to reflect changes in practice. Candidates should ensure that they are using the current outline for their specialty. Current content outlines are posted on the BPS website.

Suggested preparation for the examination might include:

- residency or other formal training;
- the study of journal articles, textbooks, or other publications related to the content outline;
- continuing education programs and courses in specialized pharmacy practice;
- study groups and examination preparation courses;
- reviewing sample test questions printed in this Guide or on the BPS website.

Potential applicants may contact the organizations noted below, which offer review/preparatory courses and

materials for the specialty or specialties listed to determine program content, relevance to the BPS examinations, and availability. **BPS and its Specialty Councils neither sponsor nor endorse training or educational opportunities in specialized practice areas or preparatory courses for any of the BPS examinations. BPS does not have any official agents outside of the U.S.**

The list below is for informational purposes only. This is not intended to be a comprehensive list of sources. Please note, candidate's using any preparatory resources agree to abide by all U.S. copyright laws in the use of examination preparation materials.

For Ambulatory Care Pharmacy

American College of Clinical Pharmacy (ACCP)
(913) 429-4125 • FAX (913) 492-0088
<http://www.accp.com/careers/boardbcacp.aspx>

American Pharmacists Association (APhA)
(301) 664-8700
<http://www.pharmacist.com/ambulatory-care-review-and-recertification>

American Society of Health-System Pharmacists (ASHP)
(301) 664-8700 • FAX (301) 652-8278
<http://www.ashpcertifications.org/certifications/ambulatory-care/>

For Nuclear Pharmacy

University of New Mexico College of Pharmacy (UNM)
Office of Continuing Pharmacy Education
(505) 277-0111 • FAX (505) 272-6749
<http://pharmacyce.unm.edu/>

For Nutrition Support Pharmacy

American Society for Parenteral and Enteral Nutrition (A.S.P.E.N.)
(301) 587-6315 • FAX (301) 587-2365
www.nutritioncare.org

For Oncology Pharmacy

American College of Clinical Pharmacy (ACCP)
(913) 492-3311 • FAX (913) 492-0088
<http://www.accp.com/careers/boardbcop.aspx>

American Society of Health-System Pharmacists (ASHP)
(301) 664-8700 • FAX (301) 652-8278
<http://www.ashpcertifications.org/certifications/oncology/>

Hematology/Oncology Pharmacy Association (HOPA)
(877) 467-2791
<http://www.hoparx.org/education/default/bcop-recert.html>

For Pharmacotherapy

American College of Clinical Pharmacy (ACCP)
(913) 492-3311 • FAX (913) 492-0088
<http://www.accp.com/careers/boardbcps.aspx>

American Society of Health-System Pharmacists (ASHP)
(301) 664-8700 • FAX (301) 652-8278
<http://www.ashpcertifications.org/certifications/pharmacotherapy/>

For Psychiatric Pharmacy

College of Psychiatric and Neurologic Pharmacists (CPNP)

(402) 476-1677

<http://cpnp.org/bcpp/recertification/products>

ON THE DAY OF THE EXAMINATION

Checking-In on Examination Day

The candidate should arrive at the test site 15 minutes in advance of his/her scheduled testing appointment time. If a candidate arrives at the test site 30 minutes after his/her scheduled testing appointment time and is refused admission, then the candidate will forfeit his/her appointment. **If an appointment is forfeited, there is no refund of the testing fee.**

The candidate must present a valid government-issued photo identification with signature along with a **printout of his/her testing appointment confirmation e-mail. The name on your identification must match the name on your confirmation e-mail.** Candidates will be required to sign-in and will be instructed on where to store personal items and where to keep identification. The candidate's identity will be verified every time he/she enters or leaves the testing room.

Once the candidate has been checked-in, he/she will be escorted by testing staff to a workstation. The candidate must remain at the workstation unless authorized to leave by test site staff. Candidates may not leave the room without test site staff permission. If the candidate leaves the testing room without permission prior to completing his/her examination, he/she will forfeit the testing appointment and there will be no refund of testing fees.

Test site staff will provide the candidate with an erasable note board or scratch paper, and pen, which may be replaced as needed during the test. The candidate may not remove the note boards, paper or pens, and candidates are not allowed to use their own scratch paper, or writing tools. Additionally, candidates taking the computer-based exam will be provided with a calculator available on their computer screen for use during the examination. Those candidates testing in countries offering the paper-based examination must bring their own hand-held, silent, non-printing, battery or solar powered calculator for use during the examination. Hand-held calculators that contain addition, subtraction, multiplication, division, and log functions are appropriate for the examination. Candidates may NOT use calculators or any other devices that have either word processing or word storage capabilities (complete A-Z keypad). All calculators will be examined by a proctor before a candidate is admitted to the examination area. Candidates are responsible for providing their own calculators.

Testing room temperature can be unpredictable; therefore, we suggest that you bring appropriate clothing with you (e.g., sweater, sweatshirt without hood) to help you adapt to a cooler or warmer climate in the examination room. Bring earplugs if you are sensitive to noise. If you choose to bring

earplugs, they will be subject to inspection by the testing center staff.

Examination Rules

BPS and Castle follow industry standard testing rules as outlined below.

Prohibited Items

Candidates are expressly prohibited from bringing the following items to the test site:

- Cameras, cell phones or other mobile devices, optical readers, or other electronic devices that include the ability to photograph, photocopy, or otherwise copy test materials
- Notes, books, dictionaries, or language dictionaries
- Book bags or luggage
- iPods, MP3 players, headphones, or pagers
- Computers, PDAs, i-Pads, or other electronic devices
- Personal writing utensils (i.e., pencils, pens, and highlighters)
- Watches
- Food and beverage
- Hats, hoods, or other headwear, unless required for religious purposes
- Those candidates taking the computer-based examination will not be allowed to bring calculators to the test site. Those candidates in countries offering a paper-based examination will be allowed to bring their own hand-held, silent, non-printing, battery or solar powered calculator for use during the examination. The calculators can not be part of any other electronic device.

All items are subject to inspection by the proctor if suspicious behavior is detected. If Castle test site personnel determine that a candidate has brought any items to the test site, the item may be demanded and held for an indefinite period of time by Castle test site personnel. BPS and Castle reserve the right to review the memory of any electronic device that may be in the candidate's possession at the test site to determine whether any test materials have been photographed or otherwise copied.

If the review determines that any test materials are in the memory of any such device, BPS and Castle reserve the right to delete materials and/or retain them for subsequent disciplinary action. Upon completion of the review and any applicable deletions, BPS and Castle will return the device to the candidate, but will not be responsible for the deletion of any materials that may result from the review, whether or not such materials are test materials.

By bringing any such device into the test site in contravention of BPS and Castle policies, the candidate expressly waives any confidentiality or other similar rights with respect to the device, BPS and Castle review of the memory of the device and/or the deletion of any materials. BPS, Castle, the examination site, and the test site staff are not liable for lost or damaged items brought to the examination site.

Inclement Weather and Cancellations

Castle will attempt to contact candidates in the event of a test site closure due to inclement weather to reschedule their appointment. As sites close, e-mails are issued to the candidates impacted notifying them of the closures, and Castle's website is also updated with this information. However, because closures can occur at any time during inclement weather, it is the responsibility of the candidate to contact Castle to receive the most up-to-date information regarding if a center is open or to reschedule the examination appointment. If a test site is officially closed, candidates will not be charged a rescheduling fee. If a test site is open and the candidate does not keep his or her appointment, the candidate forfeits all fees.

Examination Format and Administration:

COMPUTER-BASED EXAMINATIONS

There are 175 questions on each BPS specialty certification examination. The multiple-choice format is used exclusively. Four possible answers are provided for each question, with only ONE designated as the correct or best choice. Each question is carefully written, referenced, and validated to determine its accuracy and applicability.

The examination will be administered via Internet-based format. Candidates will be able to view a demo prior to the exam by visiting <https://www.castleworldwide.com> and clicking on "Sample Test". During the examination, **if a candidate experiences difficulty with the computer, he/she should notify the proctor immediately and wait for further instruction.** Most technical issues are resolved quickly with a simple refresh of the screen or by the proctor logging you back into the examination.

BPS specialty certification examinations are delivered via secure Internet connections. Internet connections are subject to the local Internet providers in the area. While it is not the norm, Internet connections can, on occasion, be lost, requiring the proctor to log you back into your examination. If this occurs, inform the proctor that your connection has been lost and the proctor will assist you in logging back in to your examination.

The examination timer built into the test delivery system accounts for delays in page loads or loss of Internet connections so that you do not lose any examination time. If a proctor logs you back into the examination, you will resume at the first unanswered question (the last question you were viewing). If you have finished answering all questions, then you will return to the first question on the examination. In addition, your answers to examination questions are not lost if you lose the connection to the Internet.

If a technical issue lasts longer than 30 minutes and prevents you from continuing with the examination, you may choose to stop testing and reschedule to another day, or you may continue to wait for the resolution. Again, most technical issues are resolved quickly.

Candidates will be provided with a calculator app available on their computer screen for use during the examination. A sample calculator is available on the BPS website.

Test instructions will be provided to candidates on their computer screen. Only answers submitted via computer will be scored. Answers written on whiteboards will not be scored

PAPER-BASED EXAMINATIONS

Candidates testing in the following countries will be required to take a paper-based version of the examination:

Egypt
Jordan
Kuwait
Lebanon
Qatar
Saudi Arabia
United Arab Emirates

Candidates living in and/or practicing in these countries will not have the option of taking a computer-based examination.

Proctors will administer exam booklets and answer sheets to all candidates at the start of the examination period. Test instructions will be provided to candidates on the use of the answer sheet. Only answers properly marked on the answer sheet will be scored. Answers written in the test book will not be scored. The test booklet and the answer sheet are the property of BPS. BOTH must be returned to the proctors at the end of EACH session of the examination.

The paper examination will also contain 175 multiple-choice questions.

The multiple choice format is used exclusively. Four possible answers are provided for each question with only ONE designated as the correct or best choice. Each question is carefully written, referenced, and validated to determine its accuracy and applicability.

Examination Schedule

The examination day schedule is provided below.

Initial certification candidates will be permitted a timed testing period, outlined below:

Examination Part 1 (100 multiple-choice items): 2.5 hour testing period

Break (optional): Up to 45 minutes

Examination Part 2 (75 multiple-choice items): 1 hour, 52.5 minute testing period

Recertification candidates will be allowed a 2.5 hour testing period to complete the 100-item multiple-choice recertification examination. Recertification candidates will have the option of a morning or afternoon administration.

Candidates are reminded that they should arrive at the test site 15 minutes in advance of their scheduled testing appointment time.

If a candidate takes a break outside of the optional break time between Part 1 and Part 2 or during a recertification exam that time is deducted from their testing period.

On the day of the examination, all candidates MUST present a print out of their scheduling confirmation e-mail AND valid government-issued photo identification with signature (e.g., driver's license, passport) in order to be admitted to the testing room. Candidates who arrive 30 minutes after their scheduled examination time and candidates without valid photo identification will not be admitted to the examination. If that occurs, their fees will be forfeited.

Candidates will not be permitted to enter the exam room unless proper identification as described above is presented.

Examination Content

A BPS specialty certification examination samples the knowledge required to perform the tasks in each of the major areas of responsibility of the specialty as defined through a role delineation study. The examination does not attempt to test knowledge at all levels or settings in the specialized practice area. Mastery of the knowledge and skills involved in the defined scope of specialized practice is necessary for board certification, regardless of the particular practice in which an applicant is currently involved.

BPS specialty certification examinations are constructed according to test specifications derived from role delineation studies. Technical support in conducting task analyses, establishing test specifications, and constructing examinations is provided by an independent testing company that specializes in the assessment of the knowledge, skills, and abilities of professionals.

A content outline, listing the domains, tasks, and knowledge statements specific to each specialty practice, is provided for the information of prospective candidates on the BPS website. The content outline also notes the percentage of items per domain. Examination content outlines are developed through a nationwide study of the work pharmacy specialists perform in a variety of practice settings.

Examinations are not structured domain by domain. Instead, test questions for each domain are distributed randomly throughout the total examination. While BPS examinations test the stated domains of each specialty, candidates are advised that the examinations will probably NOT address all of the knowledge statements listed under the domains in the content outline of the examination.

New regulations, drugs, and therapies are incorporated into the examinations. All BPS specialty certification examinations reflect current, best practices, at the time they are constructed – practice guidelines used for the Spring examination are those that are current as of January 1 of the testing year. Practice guidelines for the Fall examination are those that are current as of July 1 of the testing year. Official United States Adopted Name (USAN) generic names are used on all BPS examinations for all drug products, when possible.

Security

The BPS examinations are property of BPS and are confidential examinations that are protected by trade secret law, copyright law, and other applicable state and federal

laws and regulations. BPS and its testing agency maintain examination administration and security standards that are designed to assure that all candidates are provided the same opportunity to demonstrate their abilities.

Before beginning the examination, candidates will be asked to read and sign a *Statement of Confidentiality*. **This statement restricts candidates from sharing any information about the examination with other individuals, including discussions with fellow test takers following the examination and the sharing of information with colleagues who might be planning to take the examination in the near future.**

Proctors are authorized by BPS and its testing consultant to maintain a secure and proper test administration environment. Candidates will be allowed to leave the room during the test administration to use the rest room facilities as long as they follow the test site procedures. If a candidate takes a break outside of the optional break time between Part 1 and Part 2 or during a recertification exam that time is deducted from their testing period. Candidates will be inspected for devices such as hand-held scanners, cameras, tape recorders, or other electronic equipment. Areas around the testing room (e.g., hallways, restrooms, telephone stalls) are monitored throughout the examination for security purposes. Be aware that you will be observed at all times while taking the examination. Observation may include direction observation by center staff, as well as video and audio recording of your testing session.

Candidates may not communicate with other candidates during the examination. Anyone who provides or receives assistance during the test administration will be dismissed from the testing room. Candidates may not photograph, record, or memorize any examination material. Other causes for dismissal include, but are not limited to using notes, references, or any test aids; using unauthorized calculators; causing a disruption to the test environment; and removing any examination material from the testing site. Candidates who are dismissed from the testing room forfeit all fees.

Personnel authorized by the BPS testing agency will proctor the examination. No one is permitted in the testing room during the examination except for the candidates and persons authorized by BPS and/or the test administrator.

Statement of Confidentiality for BPS Examinations:

1. This examination and the test questions contained herein are the exclusive property of BPS.
2. This examination and the test questions contained herein are protected by copyright law. No part of this examination may be copied or reproduced in part or whole by any means whatsoever, including memorization.
3. The theft or attempted theft of any examination materials is punishable as a felony.
4. My participation in any irregularity occurring during this examination, such as giving or obtaining unauthorized information or aid, as evidenced by

observation or subsequent analysis, may result in termination of my participation, invalidation of the results of my examination or other appropriate action.

5. Further discussion or disclosure of the contents of the examination orally, in writing or by any other means is prohibited.

My electronic signature on my application indicates that I have read, understood and agree to be bound by the statement of confidentiality and that I have read and understood the BPS Candidate's Guide. Failure to comply can result in termination of my participation, invalidation of the results of my examination or other appropriate action.

FOLLOWING THE EXAMINATION

Examination Scoring

For computer-based examinations, candidate responses are stored in real time as candidates progress through an examination. Scoring for all candidates takes place after the test administration window closes. Scores are computed based on the correct responses recorded by candidates. It is to the candidate's advantage to answer every question on the examination. There is no penalty in the scoring formula for guessing.

The individual score report will indicate whether the candidate passed or failed the examination. Scores will range from a minimum of 200 to a maximum of 800. The minimum passing score on BPS examinations is 500. Pass/fail decisions are based on the total score indicated on the score report, not on the performance in the domains.

Candidates will receive their score reports electronically approximately 60 days following the close of the scheduled test administration window by logging in to their MyBPS accounts.

A certificate suitable for framing and a BPS lapel pin are sent to newly certified specialists approximately 90 days after notification of certification.

For reasons of privacy and confidentiality, examination results are released to the candidate only. Examination results will not be given via telephone or fax. Access to a candidate's score report is limited to those staff at BPS and Castle who are involved in the processing of these reports. BPS will not release personal information (other than the name of certified individuals under established policy) without written authorization.

In order to protect the security and integrity of the specialty certification examinations, neither BPS nor its testing agency release examination questions, individual answer strings, or the answer key to any individual or organization. Efforts are made by BPS, its Specialty Councils, and its testing agency to produce completely accurate examinations; however, if a candidate believes there is an error in an examination question, the concern should be noted in the candidate comments of the exam and the candidate should contact BPS immediately after the examination.

Passing Standard

The passing standards, or cut scores, used in BPS examinations were established using criterion-referenced procedures that are widely used in certification. Criterion-referenced passing standards link the score required to pass a test to the minimum level of knowledge required for specialty certification. Each BPS specialty certification program has its own passing standard.

Equating and Scaled Scores

BPS creates new versions, or forms, of all of its tests on a regular basis. In assembling the new forms, BPS and its testing consultants follow best practices in certification testing so that all forms are comparable in content and difficulty.

Once the examination forms have been equated, a procedure called *scaling* is used to convert the actual number of correct answers, or raw scores, to a uniform scale. These converted scores are called scaled scores. Equated, scaled scores ensure that all candidates for a BPS specialty certification demonstrate at least the same level of knowledge in order to pass the examination.

If You Do Not Pass the Examination: Retaking the Exam

If a candidate fails to achieve a passing score on the examination, retaking the examination is permitted. BPS will contact applicants by e-mail who have failed an examination in the previous examination cycle with an application authorization. The fee for retaking the examination is \$300. If the candidate does not retake the examination within a one-year period, re-submission of the complete application will be required, along with re-payment of the full fee in effect at that time.

An individual who fails one specialty examination may NOT apply for another specialty examination as a retake candidate.

Retake candidates who withdraw from taking the examination are processed as described in the section "Withdrawals".

COMPARATIVE REVIEW AND HAND SCORING

A comparative review verifies that the candidate's answers were scored against the correct examination answer key in order to confirm the candidate's examination was scored properly. Please note that the Internet-based testing scoring process is very accurate and that the BPS scoring process already includes several quality assurance steps.

Those candidates taking the paper-based examination may request a hand scoring review of their answer sheets.

To request a Comparative Review/Hand Scoring of a BPS examination, the request form, found on the BPS website, must be completed and submitted along with a \$50 U.S. fee to Castle Worldwide. Requests must be received within 60 days of the candidate receiving the score report. Please allow

30 business days to process requests.

APPEAL PROCESS

A reconsideration and appeal process is available to individuals seeking a redress of an action by BPS. All requests must be made in writing. The process and procedures for appeal are available at www.bpsweb.org, or upon request from the BPS office.

If you experience a test administration issue and want to file a complaint, the complaint must be received by BPS within five (5) days of your examination date.

REVOCAION OF CERTIFICATION

The certification of an individual may be revoked by BPS for any of the following reasons:

- Failure to complete or fulfill the requirements for certification or recertification;
- Failure to maintain professional licensure;
- Determination that certification or recertification was improperly granted;
- Misrepresentation or misstatement of facts submitted upon application for certification or recertification;
- Violation of Conflict of Interest and/or confidentiality/non-disclosure attestations to BPS.

RECERTIFICATION

To maintain “Active” BPS status, recertification is required every seven years. Recertification requirements are listed in the BPS Specialties section (pages 14 to 17) as well as on the BPS website. Certificants are expected to keep their certification current. If requirements are not completed at the end of the seven year cycle, certification lapses. Once certification has lapsed, an individual will need to meet all current requirements to take and pass the initial certification exam.

ANNUAL REGISTRATION

All BPS–certified pharmacists are required to register annually with the Board and pay an annual certification maintenance fee, currently \$100 U.S. An invoice notice for the annual fee is sent to each certificant via e-mail in May. Pharmacists holding more than one BPS certification are assessed only one annual fee.

Failure to pay the annual fee results in removal of the individual’s name from BPS’ official list of certified pharmacists for that year. This list of BPS-certified specialists “in good standing” is published on the Board’s web site and elsewhere. Upon applying for recertification, all outstanding annual fees and a \$5 penalty fee for each late payment will be due.

BPS SPECIALTIES

AMBULATORY CARE PHARMACY

Ambulatory care pharmacy practice is the provision of integrated, accessible health care services by pharmacists who are accountable for addressing medication needs, developing sustained partnerships with patients, and practicing in the context of family and community. This is accomplished through direct patient care and medication management for ambulatory patients, long-term relationships, coordination of care, patient advocacy, wellness and health promotion, triage and referral, and patient education and self-management. The ambulatory care pharmacist may work in community pharmacies, institutional and community-based clinics involved in direct care of a diverse patient population. Those who are granted certification in this specialty may use the designation Board Certified Ambulatory Care Pharmacist (BCACP).

Eligibility Requirements

The minimum requirements for this specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or a program outside the U.S. that qualifies the individual to practice in the jurisdiction.
 - Current, active license to practice pharmacy in the U.S. or another jurisdiction.
 - Completion of four years of practice experience, post pharmacist licensure, with at least 50% of time spent in ambulatory care pharmacy activities (as defined by the [BPS AmbulatoryCareContentOutline](#))
- OR**
- Completion of a PGY1 residency * plus one additional year of practice post-pharmacist licensure with at least 50% of time spent in ambulatory care pharmacy activities (as defined by the [Ambulatory Care Content Outline](#))
- OR**
- Completion of a specialty (PGY2) residency* in ambulatory care pharmacy
- AND**
- Achieving a passing score on the Ambulatory Care Pharmacy Specialty Certification Examination

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Ambulatory Care Pharmacy Content Outline for details)

- Domain 1: Patient-Centered Care: Ambulatory Care Pharmacy (37% of the examination)
- Domain 2: Patient-Centered Care: Collaboration and Patient Advocacy (29% of the examination)
- Domain 3: Translation of Evidence into Practice (14% of the examination)
- Domain 4: Practice Models and Policy (14% of the examination)
- Domain 5: Population and Public Health (6% of the examination)

Recertification

Pharmacists who earn the designation Board Certified Ambulatory Care Pharmacist (BCACP) will be required to maintain their certification over a seven year period by completing one of the following professional development activities:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination (administered by BPS), based on the content outline for the Ambulatory Care Pharmacy Specialty in their seventh year following initial certification;

OR

- Earning 100 hours of continuing education credit provided by the professional development programs approved by BPS.

To achieve the 100 hour requirement, the BCACP may participate in recertification offerings from both BPS-approved ambulatory care pharmacy providers.

A current, active license to practice pharmacy is required for recertification.

Board Certified Ambulatory Care Pharmacists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

CRITICAL CARE PHARMACY

Critical care pharmacy practice specializes in the delivery of patient care services by pharmacists, as integral members of interprofessional teams, working to ensure the safe and effective use of medications in critically ill patients. The practice requires informed, rapid assessment of clinical data for patients whose pharmacokinetic and pharmacodynamic parameters differ substantially from the non-critically ill patient. Pharmacists in this practice are required to review, analyze, and frequently reassess multifaceted clinical and technological information to make reasoned decisions for highly dynamic patients with life-threatening conditions and complex medication regimens.

Those who are granted certification in this specialty may use the designation Board Certified Critical Care Pharmacist® and the initials BCCCP.

Eligibility Requirements

The minimum requirements for Critical Care Pharmacy specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or a program outside the U.S. that qualifies the individual to practice in the jurisdiction.
- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of four (4) years of practice experience, post-licensure, with at least 50% of time spent in critical care pharmacy activities (as defined by the BPS [Critical Care Pharmacy Content Outline](#))

OR

- Completion of a PGY1 residency * plus two (2) additional years of practice with at least 50% of time spent in critical care pharmacy activities (as defined by the BPS [Critical Care Pharmacy Content Outline](#))

OR

- Completion of a specialty (PGY2) residency* in critical care pharmacy.

AND

- Achieving a passing score on the Critical Care Pharmacy Specialty Certification Examination.

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP) or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose..*

Examination Content (Refer to the Critical Care Pharmacy Content Outline for details.)

- Domain 1: Clinical Skills and Therapeutic Management (66% of the examination)
- Domain 2: Practice Administration and Development (15% of the examination)
- Domain 3: Information Management and Education (19% of the examination)

Recertification

Pharmacists who earn the designation Board Certified Critical Care Pharmacist® (BCCCP) will be required to maintain their certification over a seven year period by completing one of the following professional development activities:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination (administered by BPS), based on the content outline for the Critical Care Pharmacy Specialty in their seventh year following initial certification;

OR

- Earning 100 hours of continuing education credit provided by the professional development program(s) approved by BPS. Providers will be announced in late 2015.

NUCLEAR PHARMACY

Nuclear Pharmacy seeks to improve and promote public health through the safe and effective use of radioactive drugs for diagnosis and therapy. A nuclear pharmacist, as a member of the nuclear medicine team, specializes in the procurement, compounding, quality control testing, dispensing, distribution, and monitoring of radiopharmaceuticals. In addition, the nuclear pharmacist provides consultation regarding health and safety issues, as well as the use of non-radioactive drugs and patient care. Those who are granted certification in this specialty may use the designation Board Certified Nuclear Pharmacist and the initials BCNP, as long as certification is valid.

Eligibility Requirements:

The minimum requirements for certification in nuclear pharmacy are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or program outside the U.S. that qualifies the individual to practice in the jurisdiction. Foreign trained pharmacists must pass the Foreign Pharmacy Graduate Examination Committee (FPGEC) examination.
- Current, active license to practice pharmacy in the U.S.

- or another jurisdiction.
- 4,000 hours of training/experience in nuclear pharmacy practice.
- Achieving a passing score on the Nuclear Pharmacy Specialty Certification Examination.

The required 4,000 hours of experience may be earned in a variety of settings.

Academic up to 2,000 hours:

- Undergraduate courses in nuclear pharmacy: up to 100 hours experience for every quarter credit hour or 150 hours experience for every semester credit hour, to a maximum of 1,500 hours.
- Postgraduate courses in nuclear pharmacy: up to 100 hours experience for every quarter credit hour or 150 hours experience for every semester credit hour, to a maximum of 1,500 hours.
- MS or PhD degree in nuclear pharmacy: 2,000 hours.
- Successful completion of the Nuclear Pharmacy Certificate Program offered by Purdue University (217 hours) or The Ohio State University (214 hours), or the Nuclear Education Online (NEO) Program offered by the Universities of New Mexico and Arkansas (250 hours). Credit for other courses will be assessed on a case-by-case basis.

Training/Practice up to 4,000 hours:

- Residency* in nuclear pharmacy: hour-for-hour credit to a maximum of 2,000 hours.
- Internship to satisfy requirements of state boards of pharmacy: hour-for-hour credit in a licensed nuclear pharmacy or facility authorized to handle radioactive materials, to a maximum of 2,000 hours.
- Nuclear pharmacy practice: hour-for-hour credit in a licensed nuclear pharmacy or health care facility approved by state or federal agencies to handle radioactive materials, to a maximum of 4,000 hours.

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Nuclear Pharmacy Content Outline for details)

- Domain 1: Procurement, Storage, and Handling (16 % of the examination)
- Domain 2: Preparation, Compounding, and Dispensing (38 % of the examination)
- Domain 3: Quality Assurance (17 % of the examination)
- Domain 4: Health and Safety (19% of examination)
- Domain 5: Drug Information and Professional Consultation (10 % of the examination)

Recertification

Pharmacists who earn the designation Board Certified Nuclear Pharmacist (BCNP), will be required to maintain their certification over a seven year period by completing one of the following professional development activities:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination, based on the content outline of the certification examination;
- **OR**
- Earning 70 hours of continuing education credit

provided by a professional development program approved by BPS.

At the time of recertification, the BCNP is also required to certify that (s)he is not currently under suspension by either the U.S. Nuclear Regulatory Commission or a state Radiation Control Organization.

A current, active license to practice pharmacy is required for recertification.

Board Certified Nuclear Pharmacists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

NUTRITION SUPPORT PHARMACY

Nutrition Support pharmacy addresses the care of patients who receive specialized nutrition support, including parenteral and enteral nutrition. The nutrition support pharmacist has responsibility for promoting maintenance and/or restoration of optimal nutritional status, designing and modifying treatment according to the needs of the patient. The nutrition support pharmacist has responsibility for direct patient care and often functions as a member of a multidisciplinary nutrition support team. Those who are granted certification in this specialty may use the designation Board Certified Nutrition Support Pharmacist and the initials BCNSP, as long as certification is valid.

Eligibility Requirements

The minimum requirements for this specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or program outside the U.S. that qualifies the individual to practice in the jurisdiction.
- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of three (3) years practice experience post-pharmacist licensure, with at least 50% of time spent in nutrition support pharmacy activities (as defined by the [Nutrition Support Content Outline](#))

OR

- Completion of a specialty (PGY2) residency* in nutrition support pharmacy

AND

- Achieving a passing score on the Nutrition Support Pharmacy Specialty Certification Examination

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Nutrition Support Pharmacy Content Outline for details)

- Domain 1: Clinical Practice: Provision of Patient-Centered Nutrition Support (63% of the examination)
 - Subdomain A: Assessment (22% of the examination)
 - Subdomain B: Design and Initiation of a Therapeutic Plan of Care (27% of the examination)
 - Subdomain C: Monitoring and Management

- (14% of the examination)
- Domain 2: Nutrition Support Operations (30% of the examination)
 - Subdomain A: Practice Management (7% of the examination)
 - Subdomain B: Policy and Protocol Management (7% of the examination)
 - Subdomain C: Compounding Operations (16% of the examination)
- Domain 3: Retrieval, Interpretation, Generation, and Communication of Knowledge in Nutrition Support (7 % of the examination)

Recertification

Recertification for Board Certified Nutrition Support Pharmacists (BCNSP) is based on the following activities:

- Earning a minimum of 3.0 continuing education units (CEU) in nutrition support with no less than 1.0 CEU earned every two years. These CEU must be from providers approved by the Accreditation Council for Pharmacy Education (ACPE). NOTE: 1.0 CEU equals 10 hours of approved continuing education.
- Achieving a passing score on the 100-item, multiple-choice recertification examination, which is based on the content outline of the certification examination.

A current, active license to practice pharmacy is required for recertification.

Board Certified Nutrition Support Pharmacists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

ONCOLOGY PHARMACY

Oncology pharmacy specialists recommend, design, implement, monitor and modify pharmacotherapeutic plans to optimize outcomes in patients with malignant diseases. Those who are granted certification in this specialty may use the designation Board Certified Oncology Pharmacist and the initials BCOP, as long as certification is valid.

Eligibility Requirements

The minimum requirements for this specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or a program outside the U.S. that qualifies the individual to practice in the jurisdiction.
- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of four (4) years of practice experience, post-pharmacist licensure, with at least 50% of time spent in oncology pharmacy activities (as defined by the BPS [Oncology Pharmacy Content Outline](#))

OR

- Completion of a PGY1 residency* plus two (2) additional years of practice post-pharmacist licensure, with at least 50% of time spent in oncology pharmacy activities as defined by the [Oncology Pharmacy Content Outline](#))

OR

- Completion of a specialty (PGY2) residency* in oncology pharmacy.

AND

- Achieving a passing score on the Oncology Pharmacy Specialty Certification Examination

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Oncology Pharmacy Content Outline for details)

- Domain 1: Patient Management and Therapeutics (57% of the examination)
- Domain 2: Research and Education (22% of the examination)
- Domain 3: Practice Administration and Development (17% of the examination)
- Domain 4: Public Health and Advocacy (4% of the examination)

Recertification

Recertification for Board Certified Oncology Pharmacists (BCOP) requires assessment of a practitioner's knowledge and skills through one of two methods:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination, based on the content outline of the certification examination;
- OR**
- Earning 100 hours of continuing education credit provided by a professional development program approved by BPS.

A current, active license to practice pharmacy is required for recertification.

Board Certified Oncology Pharmacists Specialists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

PEDIATRIC PHARMACY

Pediatric pharmacy practice specializes in the delivery of patient care services by pharmacists that ensures the safe and effective use of medications for all children from neonates through adolescents. The practice includes direct patient care for children, often provided through interprofessional healthcare teams, as well as advocacy and education for children and their families, wellness and health promotion, and activities that advance knowledge and skills in pediatric pharmacy.

Those who are granted certification in this specialty may use the designation Board Certified Pediatric Pharmacy Specialist® and the initials BCPPS.

Eligibility Requirements

The minimum requirements for Pediatric Pharmacy specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or

a program outside the U.S. that qualifies the individual to practice in the jurisdiction.

- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of four (4) years of practice experience, post-licensure, with at least 50% of time spent in pediatric pharmacy activities (as defined by the BPS Pediatric Pharmacy Content Outline)

OR

- Completion of a PGY1 residency * plus two (2) additional years of practice with at least 50% of time spent in pediatric pharmacy activities (as defined by the BPS [Pediatric Pharmacy Content Outline](#))

OR

- Completion of a specialty (PGY2) residency* in pediatric pharmacy.

AND

- Achieving a passing score on the Pediatric Pharmacy Specialty Certification Examination.

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP) or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Pediatric Pharmacy Content Outline for details.)

- Domain 1: Patient Management (58% of the examination)
- Domain 2: Practice Management (20% of the examination)
- Domain 3: Information Management and Education (18% of the examination)
- Domain 4: Public Health and Advocacy (4% of the examination)

Recertification

Pharmacists who earn the designation Board Certified Pediatric Pharmacy Specialist® (BCPPS) will be required to maintain their certification over a seven year period by completing one of the following professional development activities:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination (administered by BPS), based on the content outline for the Pediatric Pharmacy Specialty in their seventh year following initial certification;

OR

- Earning 100 hours of continuing education credit provided by the professional development program(s) approved by BPS. Providers will be announced in late 2015.

PHARMACOTHERAPY

Pharmacotherapy is that area of pharmacy practice that is responsible for ensuring the safe, appropriate, and economical use of medications in patient care. The pharmacotherapy specialist has responsibility for direct patient care, often functions as a member of a multidisciplinary team and is frequently the primary source of drug information for other healthcare professionals. Those who are granted certification in this specialty may use the designation Board Certified Pharmacotherapy

Specialist and the initials BCPS, as long as certification is valid.

Eligibility Requirements

The minimum requirements for this specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or a program outside the U.S. that qualifies the individual to practice in the jurisdiction.
- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of three (3) years of practice experience, post-pharmacist licensure, with at least 50% of time spent in pharmacotherapy activities (as defined by the BPS [Pharmacotherapy Content Outline](#))

OR

- Completion of a PGY1 residency*

AND

- Achieving a passing score on the Pharmacotherapy Specialty Certification Examination

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Pharmacotherapy Content Outline for details)

- Domain 1: Patient-specific Pharmacotherapy (60% of the examination)
- Domain 2: Retrieval, generation, interpretation and dissemination of knowledge in pharmacotherapy (25% of the examination)
- Domain 3: Systems and Population-based Pharmacotherapy (15% of the examination)

Recertification

Recertification for Board Certified Pharmacotherapy Specialists (BCPS) is an assessment of a practitioner's knowledge and skills through one of two methods:

- Achieving a passing score on the 100-item, multiple-choice objective recertification examination, based on the content outline of the certification examination;

OR

- Earning 120 hours of continuing education credit provided by a professional development program approved by BPS.

A current, active license to practice pharmacy is required for recertification.

Board Certified Pharmacotherapy Specialists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

PSYCHIATRIC PHARMACY

Psychiatric pharmacy addresses the pharmaceutical care of patients with psychiatric-related illnesses. As a member of a multidisciplinary treatment team, the psychiatric pharmacy specialist is often responsible for optimizing drug treatment and patient care by conducting such activities as monitoring patient response, patient assessment, recognizing drug-induced problems, and recommending appropriate treatment

plans. Those who are granted certification in this specialty may use the designation Board Certified Psychiatric Pharmacist and the initials BCPP, as long as certification is valid.

Eligibility Requirements

The minimum requirements for this specialty certification are:

- Graduation from a pharmacy program accredited by the Accreditation Council for Pharmacy Education (ACPE) or a program outside the U.S. that qualifies the individual to practice in the jurisdiction.
- Current, active license to practice pharmacy in the U.S. or another jurisdiction.
- Completion of four (4) years of practice, post-pharmacist licensure, with at least 50% of time spent in psychiatric pharmacy activities (as defined by the BPS [Psychiatric Pharmacy Content Outline](#))

OR

Completion of a PGY1 residency* plus two (2) additional years of practice post-pharmacist licensure, with at least 50% of time spent in psychiatric pharmacy activities (as defined by the [Psychiatric Pharmacy Content Outline](#))

OR

- Completion of a specialty (PGY2) residency* in psychiatric pharmacy.

AND

- Achieving a passing score on the Psychiatric Pharmacy Specialty Certification Examination

**Effective January 1, 2013, only residency programs accredited by the American Society of Health-System Pharmacists (ASHP), or new residency programs granted Candidate Status for accreditation by ASHP are creditable for this purpose.*

Examination Content (Refer to the Psychiatric Pharmacy Content Outline for details)

- Domain 1: Patient Management (62% of the examination)
- Domain 2: Information Management (25% of the examination)
- Domain 3: Health Policy and Practice Management (13% of the examination)

Recertification

Recertification of Board Certified Psychiatric Pharmacists (BCPP) requires an assessment of a practitioner's knowledge and skills through one of two methods:

- Achieving a passing score on the 100-item multiple choice recertification examination, based on the content outline of the certification examination;

OR

- Earning 100 hours of continuing education credit provided by a professional development program approved by BPS.
- A current, active license to practice pharmacy is required for recertification.

Board Certified Psychiatric Pharmacists are also required to pay the BPS Annual Certification Maintenance fee of \$100 each year for years one through six and a \$400 recertification fee in year seven.

SAMPLE EXAMINATION QUESTIONS

The following sample questions provide candidates with an opportunity to review the FORMAT of questions used on BPS specialty certification examinations. Four possible answers are provided for each question, with only ONE designated as the correct or best choice. This multiple-choice format is used exclusively on BPS examinations. An asterisk marks the correct answer for the following sample questions.

Practice tests for each specialty are also available on the BPS website at www.bpsweb.org. Consult them for additional specialty-specific sample questions.

SAMPLE:

A 35-year-old, 70 kg patient was examined by his family physician for a complaint of right-sided abdominal pain for 6 weeks, and nausea. A CT scan of the abdomen revealed a solid bulky mass within the retroperitoneum. The patient underwent an exploratory laparotomy and the mass (8.0 x 7.0 cm) was removed. The patient was diagnosed with advanced testicular cancer and underwent a right orchiectomy. He has now been admitted for his first cycle of cisplatin, vinblastine, and bleomycin (PVB). In addition to corticosteroids, which of the following is the best choice for an antiemetic to provide for prevention of acute emesis?

- *1. Ondansetron
2. Metoclopramide
3. Prochlorperazine
4. Haloperidol

SAMPLE:

A 60-year-old man regularly attends a pharmacotherapy specialist's lipid clinic. The patient has a time-consuming job and must travel frequently. He would like to receive his laboratory results by e-mail. Which of the following is the specialist's most appropriate response to this request?

1. The patient can e-mail the specialist, but HIPAA does not allow the specialist to e-mail the patient because protected health information would be closed in that e-mail
2. E-mail communication of protected health information is not acceptable in any situation
3. HIPAA would require that the provider set up a secure website for the patient to access
- *4. If the patient signs a consent from acknowledging the risk of potential breaches of privacy and confidentiality e-mail communication is acceptable

SAMPLE:

For a state of equilibrium to occur in a radionuclide generator:

- *1. The parent/daughter half-life ratio must be greater than 1
2. The daughter radionuclide must be a stable isotope
3. Elution must occur daily
4. The daughter radionuclide should exhibit branched decay

SAMPLE:

An 80-year-old ambulatory female patient with hypertension receiving lisinopril 20mg daily requires a second antihypertensive agent for optimum blood pressure control. History includes diet-controlled diabetes mellitus, chronic obstructive pulmonary disease, mild left ventricular hypertrophy (LVH) and mild dementia. Serum creatinine = 2.5 mg/dL; BUN = 30 mg/dL. Which of the following antihypertensive agents should be added to the regimen?

1. Valsartan
2. Verapamil
- *3. Metoprolol
4. Hydrochlorothiazide

SAMPLE:

A patient with Type 2 diabetes reports vomiting, somnolence, epigastric pain, anorexia, hyperventilation, diarrhea, and thirst. Medications include enalapril 20 mg daily; hydrochlorothiazide 25 mg daily; metformin 1000 mg twice daily; and digoxin 0.25 mg daily. Serum creatinine = 2 mg/dL, blood glucose = 365 mg/dL, pH = 7.2, anion gap = 20. Which adverse drug effect is the patient most likely experiencing?

1. Renal tubular acidosis secondary to enalapril
- *2. Lactic acidosis secondary to metformin
3. Respiratory acidosis secondary to compensation for metabolic alkalosis from hydrochlorothiazide
4. Metabolic acidosis secondary to hydrochlorothiazide/digoxin

SAMPLE:

A 67-year-old patient with Parkinson's disease presents with mildly erythematous scaly plaques distributed in a butterfly-like pattern across the face and extending into the nasolabial folds. Scaling and flaking are also present in the patient's beard, eyebrows, scalp and behind his ears. His medications include: phenytoin 300 mg nightly for seizures following a stroke that occurred last year; amantadine 100 mg twice daily for mild bradykinesia and rigidity; and augmentin 850 mg twice daily x 10 days, for a recent upper-respiratory infection. The patient has no fever and claims that the lesions, which itch "a little bit," have been present for several years but have become more noticeable over the past month. Which of the following best describes how this problem should be managed?

- *1. Explain that the condition is seborrheic dermatitis, common in patients with Parkinson's disease and is not caused by drug therapy; treat with hydrocortisone cream 1% to affected areas twice daily

2. Call the patient's neurologist for evaluation and monitoring of the lesions for possible progression to Stevens-Johnson syndrome; discontinue phenytoin and substitute valproic acid
3. Recommend that the patient stop using the augmentin, because of drug allergy, and call the patient's prescriber
4. Explain that the condition is livedo reticularis, a harmless reaction to amantadine that requires no treatment

SAMPLE:

According to data from *in vitro* studies, which liquid dosage form is most likely to cause clumping/precipitation when mixed with enteral feeding formulations?

1. Elixir with pH>6
- *2. Syrup with pH<4
3. Suspension with pH>6
4. Solution with pH=7.4

SAMPLE:

Which Current Procedural Terminology code is designated to be used by pharmacists when billing for medication therapy management services?

- *1. 99605
2. 99205
3. 99211
4. 90115

SAMPLE

A 15-year-old boy diagnosed with mild persistent asthma is currently taking inhaled fluticasone 44mcg/puff at 2 puffs twice daily and inhaled albuterol as needed. His asthma control test score is 16. The patient is using the inhaled albuterol once weekly at school and sometimes at night. His mother states that he wakes up two or three nights each week needing inhaled albuterol. He demonstrates proper inhaler technique, his dose counter indicates good adherence, and both he and his mother deny exposures to known triggers or changes in environment. In addition to keeping an asthma control diary, what should the pharmacist recommend?

1. Switch fluticasone to montelukast 10 mg orally daily, and continue albuterol as needed
- *2. Increase fluticasone to 110 mcg/puff at 2 puffs twice daily and continue albuterol as needed
3. Switch fluticasone to tramcinolone MDI 3 puffs twice daily and continue albuterol as needed
4. Continue fluticasone and initiate prednisone 10 mg daily

VISION STATEMENT

The Board of Pharmacy Specialties, the premier post-licensure certification agency, will ensure that Board Certified Pharmacists are recognized within healthcare delivery systems while serving the needs of the public and the pharmacy profession.

MISSION STATEMENT

The Mission of the Board of Pharmacy Specialties is to improve patient care by promoting the recognition and value of specialized training, knowledge, and skills in pharmacy and specialty board certification of pharmacists.

We will accomplish this mission by:

- *Providing leadership for the profession of pharmacy in the discussion, evolution, direction and recognition of specialty board certification of pharmacists;*
- *Establishing and promoting, in collaboration with stakeholders, the value of pharmacy specialization and board certification;*
- *Establishing the standards for identification and recognition of pharmacy specialties;*
- *Establishing standards of eligibility, knowledge, and skills as the basis for board certification;*
- *Developing and administering a valid process to evaluate the knowledge and skills for recognition of board certified pharmacists;*
- *Assessing and recognizing the continued eligibility, knowledge, and skills of board certified pharmacist specialists through a valid recertification process.*



Board of Pharmacy Specialties

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