



**Board of Pharmacy Specialties
2021-2023
Specialty Councils
Call for Nominations**

**Non-Specialist Member
Nominee Information**

- Ambulatory Care Pharmacy**
- Cardiology Pharmacy**
- Infectious Diseases Pharmacy**
- Nuclear Pharmacy**
- Nutrition Support Pharmacy**
- Oncology Pharmacy**
- Pharmacotherapy**
- Psychiatric Pharmacy**

Note: Nominations Deadline – Materials must be received by BPS no later than Monday, April 13, 2020.

GENERAL INFORMATION

Call for Nominations

The Board of Pharmacy Specialties (BPS) is seeking nominations for Non-Specialist Members to serve on its Specialty Councils. A non-specialist member should have practice expertise that is complementary to but distinct from the specialty area for consideration. A non-specialist member must not be Board-eligible in the specialty area for consideration but may hold board certification in other specialty areas. The term of appointment for BPS Specialty Council members are based on the calendar year. The specific term for this call is January 1, 2021 to December 31, 2023.

This booklet outlines the eligibility criteria, desired characteristics and qualifications, responsibilities and duties, time commitments, submission requirements, and deadline for nominees.

Nomination Deadline

BPS **must receive** all the following items **NO LATER THAN Monday, April 13, 2020 by 5pm Eastern**:

1. Completed and signed Nomination Form:
<https://fs24.formsite.com/BPSforms/gy07rok4y0/index.html>
2. Completed Statement of Interest (300 words or less) responding to the prompt: "Why are you interested in serving as a member of the BPS Specialty Council?"
3. Current resumé or *curriculum vitae*
4. Completed and signed [Disclosure and Confidentiality Statement Documents](#)
5. Up to two letters(s) of recommendation (optional)

Prior to submitting the nomination, carefully review and consider the qualifications, position duties, responsibilities, and required time commitment for the Specialty Council, as well as the BPS Conflict of Interest policy outlined in the Call for Nominations booklet.

- **Please note a minimum of five years' experience is required for consideration**
- **Council Members must complete a two-year wash out period after term expiration to be eligible to sit for the specialty certification exam, and/or to contribute to preparation/review courses or recertification programs**

The Nomination package should be submitted electronically to BPS via the [Formsite link](#) provided in the Call for Nominations news release.

Questions - Contact Brian Lawson at blawson@aphanet.org or 202-429-4116.

CRITERIA/PROCESS

Purpose

The BPS Specialty Councils serve the following purposes:

- To recommend to the Board of Pharmacy Specialties standards and other requirements for certification and recertification of pharmacists in the specialty;
- To develop and administer examinations as required for certification and recertification of pharmacists in the specialty; and
- To evaluate the qualifications of individual pharmacists and to submit to the Board of Pharmacy Specialties the names of those pharmacists recommended for certification or recertification in the specialty.

A Specialty Council comprises of nine (9) members. Seven (7) of the members of each Specialty Council are pharmacists holding BPS Board Certification in that pharmacy specialty. Two (2) members of each Specialty Council are pharmacists who do not hold Board certification in the specialty area that the Council is responsible.

Desired Characteristics for BPS Specialty Council Members

Nominees for BPS Specialty Council members should demonstrate the following characteristics:

- Leadership experience and ability
- Effective interpersonal communication skills and teamwork
- Previous volunteer experience with BPS or other organizations (e.g., professional, certification, regulatory, licensure body)
- Recognition of interprofessional impact of certification
- Understanding of and adherence to the BPS Policies and Procedures
- Recognition and disclosure of relevant conflicts of interest
- Professional and ethical behavior
- Capacity to meet required time and travel commitments
- Awareness and support from nominee's employer

Eligibility Requirements

Nominees for a BPS Specialty Council must be active, licensed pharmacists.

Term of Office

The term of office for council members is three years. Terms are based on a calendar year, defined as January 1st to December 31st.

Responsibilities/Duties

Specialty Council activities are based on the annual scope of work and may include the following:

- Conduct a role delineation study every five years to update the specialty content outline (2 days)
- Participate in an item bank re-rubric meeting (1-2 days)
- Participate in an item bank maintenance meeting (1-2 days)
- Add a minimum of five new items to the item bank in alignment with the content outline
- Recruit item writers to meet areas of need
- Review items and provide feedback to item writers during the item writing drive
- Review the specialty council style guide
- Review the results of demographic data from the previous year's examination
- Participate in examination construction meetings (1-2 days)
- Conduct a Passing Point Call after the exam is administered
- Review the activities and performance of professional development programs
- Identify and recommend specialist and non-specialist candidates for Specialty Council appointment to the BPS Board
- Elect a Chair and Vice Chair annually
- Promote upcoming examination to non-certified colleagues
- Contact colleagues due to recertify
- Provide assistance at BPS exhibits during professional meetings
- Monitor state board of pharmacy, and other regulations and practice standards
- Participate in *ad hoc* conference calls as needed

Time Commitment

A BPS Specialty Council member should expect to spend between four and seven days for meeting and meeting preparation during each year serving BPS. Meetings and meeting preparation may be face-to-face, by telephone, or by email. BPS reimburses for travel, lodging, and out-of-pocket expenses associated with required meetings.

Candidate Completion of Disclosure and Confidentiality Statement

BPS recognizes and applauds pharmacists offering to serve the profession in this leadership capacity. In accordance with BPS Policies and Procedures, all individuals (including Specialty Council members and item writers) involved in BPS certification examination assembly activities must adhere to [BPS Conflict of Interest Policies](#) (Appendix A). Disclosure Statement and Antitrust Statement forms (Appendix B and Appendix C, respectively of the BPS Conflict of Interest Policies) are submitted to BPS for review to ensure that all potential conflicts are identified and appropriately managed. The information submitted will be handled in a confidential manner through the BPS Legal Counsel and follows the BPS Policy and Procedures for Conflicts of Interest. Questions related to this policy should be directed to Steven Benson, BPS Legal Counsel at sbenson@wtplaw.com.

ONCE YOU ARE APPOINTED AS A SPECIALITY COUNCIL MEMBER

Notification of Selection

Nominees will be informed of the BPS Board of Directors' decision before August 2020.

Additional Information

Once appointed as a Specialty Council member, terms will begin the following year. New Specialty Council members will participate in a BPS orientation live meeting scheduled for **February 2021**, item writer/item writing tool orientation webinar, and item writer/item reviewer orientation webinar.

ABOUT EACH SPECIALTY

Ambulatory Care Pharmacy

Ambulatory Care Pharmacy addresses the provision of integrated, accessible healthcare services of ambulatory patients transitioning from the hospital to home or another care facility. [Read More >](#)

Cardiology Pharmacy

Cardiology Pharmacy focuses on disease prevention and treatment, including evidence-based medication use and related care that improve both short- and long-term outcomes for patients. [Read More >](#)

Infectious Diseases Pharmacy

Infectious Diseases Pharmacy focuses on the use of microbiology and pharmacology to develop, implement, and monitor drug regimens that incorporate the pharmacodynamics and pharmacokinetics of antimicrobials to optimize therapy for patients. [Read More >](#)

Nuclear Pharmacy

Nuclear Pharmacy seeks to improve and promote public health through the safe and effective use of radioactive drugs for diagnosis and therapy. [Read More >](#)

Nutrition Support Pharmacy

Nutrition Support Pharmacy addresses the care of patients receiving specialized nutrition support, including parenteral (IV) or enteral (feeding tube) nutrition.

[Read More >](#)

Oncology Pharmacy

Oncology Pharmacy provides evidence-based, patient-centered medication therapy management and direct patient care for individuals with cancer, including treatment assessment and monitoring for potential adverse drug reactions and interactions.

[Read More >](#)

Pharmacotherapy

Pharmacotherapy ensures the safe, appropriate and economical use of medications as part of interprofessional treatment teams in a variety of settings, including hospitals and health systems.

[Read More >](#)

Psychiatric Pharmacy

Psychiatric Pharmacy addresses the pharmaceutical care of patients with psychiatric-related illnesses and disorders.

[Read More >](#)