

As of June 25, 2026

CPD activities must correlate to the [examination content outline](#) domains of the specialty in which the individual holds BPS certification.

Self-reported CPD in MyBPS is for recertification purposes ONLY. If a certificant wishes to document CPD activities for licensure or employer requirements, please contact ACPE, the state board of pharmacy, or the employer for information on requirements.

Neither the certificant nor the organization providing the learning opportunity is required to gain BPS approval prior to participating in or reporting CPD activities.

Activity Category	Activity Description	Example Evidence for Upload (Not Exhaustive)	Units Awarded*
Assessed CPE from BPS-approved professional development program	If desired, you may complete an additional 20 units of assessed CPE via BPS-approved professional development programs to satisfy the 100-unit recertification requirement. The necessary plan, reflect, and evaluate components MUST be completed regardless.	Verified by BPS	1 contact hour (0.1 CEU) will be awarded 1 unit

Activity Category	Activity Description	Example Evidence for upload (not exhaustive)	Units Awarded*	Annual Maximum	Maximum per Recertification Cycle
Continuing pharmacy education (CPE) and CPD portfolios	Earn CPE from provider (e.g., state associations, workplace education, certificate training programs)	Certificate(s) of completion	1 contact hour (0.1 CEU) will be awarded 1 CPD unit	10	10
	Earn CPE or CPD based on local, state, provincial, workplace or institutional requirements utilizing recognized processes and learning plans (e.g., Iowa, Canada, Australia)	Portfolio, certificate(s) of completion	1 portfolio will be awarded 10 units	10	10
Academic, Professional, and Interprofessional Study	Complete post-graduate academic or professional courses from an accredited institution (e.g., MPH, MHA)	Academic transcript, proof of enrollment	1 course will be awarded 5 units	5	10
	Attain or maintain active status for non-BPS certifications (e.g., AAHIVP, CDCES, CNSC, BC-ADM)	Certification verification document or link	1 certification will be awarded 5 units	5	10
	Complete continuing education accredited for other healthcare professionals (e.g., ACCME, ANCC, AAPA, APA, CDR, BOC, ADA, CERP)	Certificate of completion	1 credit hour will be awarded 1 unit	10	10

Teaching and Precepting Learners	Develop and present educational content (e.g., college/university course, lecture, continuing education, preparation/recertification course)	Syllabus, course, description from catalog	1 hour of teaching will be awarded 2 units	10	10
	Serve as a preceptor for students, residents, or other healthcare professionals	Confirmation from college of pharmacy, evaluation from student	10 hours of precepting will be awarded 1 unit	2	10
Scholarly Activities	Serve as an author in a peer-reviewed journal article or book chapter	Documentation of authorship from publisher, copy of chapter page	1 article or chapter will be awarded 5 units	5	10
	Serve as an author for a published book	Documentation of authorship from publisher	1 book will be awarded 10 units	10	10
	Serve as an investigator for a submitted federal, state or national organization project, regardless of funding outcome.	Letter of attestation from organization official, communication from granting agency verifying submission	1 grant will be awarded 5 units	5	10
	Complete a capstone project, thesis, or dissertation as part of post-graduate academic degree program	Documentation of project, thesis or dissertation from degree granting institution	1 unique capstone, thesis, or dissertation will be awarded 5 units	5	10

Scholarly Activities (continued)	Serve as an investigator on an IRB approved research project.	Documentation of project, listing of investigator from IRB	1 completed project will be awarded 5 units	5	10
Workplace Activities	Lead in-service training or Grand Rounds	Program announcement or presentation title with author, letter of attestation from management	10 hours of participation will be awarded 1 unit	2	10
	Implement performance, practice, or clinical quality improvement project (e.g. medication safety project/MUE)	Letter of attestation from management	1 completed project will be awarded 5 units	5	10
	Serve on institutional review board, P&T, medication safety, medication therapy management committee, or another similar committee.	Letter of attestation from management	10 hours of participation will be awarded 1 unit	2	10
Leadership and Professional Service	Serve on a committee, editorial board, review board, workgroup, task force, board of directors (for local, state, provincial, national, or international healthcare-related organization): Activities under this description may include service for non-BPS-affiliated organizations and entities. Evidence must demonstrate participation and relevance to healthcare-related leadership or professional service.	Letter of attestation from leadership, publication listing individual and corresponding position or role	10 hours of participation will be awarded 1 unit	2	10

Leadership and Professional Service (continued)	BPS Specialty Council member: Participation on a specialty council established by BPS. Verified by BPS.	Verified by BPS, if submitted	9	9	
	BPS Job analysis panelist: Service on a job analysis panel convened by BPS. Verified by BPS.	Verified by BPS, if submitted	2	2	10
	BPS Standard setting panelist: participation in a standard-setting panel convened by BPS. Verified by BPS.	Verified by BPS, if submitted	2	2	10
	BPS Item writer: Contribution to the development of examination items for BPS. Verified by BPS.	Verified by BPS, if submitted	2	2	10
	BPS Ambassador: Serving as an official representative or ambassador for BPS. Verified by BPS.	Verified by BPS, if submitted	2	2	10
	BPS Content Contributor (e.g., podcast guest, blogger): Providing content for official BPS communications, such as podcasts or blogs. Verified by BPS.	Verified by BPS, if submitted	1	2	2