Draft Minutes

TRIPARTITE COMMITTEE
DEPARTMENT OF HEALTH
BOARD OF PHARMACY
July 28, 2010
10:00 AM

Conference Call Number: (888) 808-6959
Conference Code Number: 5642037

Committee Members Present:
Fritz Hayes, RPh, Chair, Group D
Carmen Aceves Blumenthal, RPh, Group A
Carsten Evans, Ph.D., RPh, Group C
Michael Jackson, RPh, Group D
Amy Jones, JD, Group E
Steve Melvin, PharmD, Group C
Mike McQuone, RPh, Group E
Lorena Risch, Group A
Day Marice Scott, PharmD, BCPS, Group D
Angela Singh, PharmD, Group B
Art Wharton, RPh, Group A

Board Staff Present:
Rebecca Poston, RPh, CPh, Executive Director
Kelli Ferrell, BPharm, Senior Pharmacist
Dinah Skrnich, Acting Program Administrator
Erica Milam, Administrative Assistant II

Board Counsel Present:
Allison Dudley, Assistant Attorney General

Wednesday, July 28, 2010

10:00 a.m. Call to Order, Fritz Hayes, RPh, Chair

Mr. Hayes, Chair, called the meeting to order at 10:00 a.m.

TAB 1 Approval of November 16, 2009, Minutes

MOTION: by Wharton, seconded by Jones to approve with the corrections on typo graphical errors. Motion carried unanimously.

TAB 2 Registered Pharmacy Technician Training Program Approval Process Update

Mr. Hayes provided an update on the Registered Pharmacy Technician Training Program Approval Process.

The committee was presented with a copy of the draft language for Rule 64B16-26.351 and the draft Registered Pharmacy Technician Training Program Provider application which addressed concerns that the Joint Administrative Procedures Committee (JAPC) had.

Ms. Dudley advised that the Board received a request for a Rule Workshop which has been scheduled for August 10, 2010.

TAB 3 Continuing Education Approval Process Review

1. Continuing Education Guidelines Checklist

Mr. Hayes briefly explained the checklist and advised that he would continue to work with Board staff on keeping the checklist updated while the Rule is in development.

2. CE Broker

Ms. Ferrell provided the following summation of the CE Broker online review of applications. Since the online routing process started in November 2009, the Tripartite Committee has made recommendations for 71 programs and 4 providers.

Ms. Ferrell took this time to thank the Tripartite Committee members for their dedication and commitment to the review of the CE programs and providers.

Ms. Ferrell then provided a refresher on the routing and approval process.

Once an application for continuing education is submitted online to CE Broker, Board staff will assign or route the application to one of the groups of the Tripartite Committee. Each person in the assigned group will receive a system generated email notification that there is a pending application for their review.

Once logged into CE Broker (using the assigned login ID and Password), the reviewer will see the applications that have been routed to the group members (look for the green ball) in the *Review Flow Section*. There is a separate tab for *educational provider* and *course applications*.

Once the first group member makes a review, please enter your comments along with initials and a time/date stamp then hit save. This will allow the second and possible third reviewer to see the comments that the initial reviewer made, and then add comments (with initials and date stamp) of their own.

Board staff will login frequently, and based on the comments (to approve or deny or request additional information), will update the status to complete the process.

Board staff will be able to view the comments entered by each Tripartite Committee Member. Once each group member has reviewed an application, the Board staff will either:

a. Request more information of the educational provider, if needed or
b. Will approve or take other action, which is then automatically communicated to the educational provider.

Board staff will be notified immediately that a Tripartite Committee Member has completed his or her review of the application.

Ms. Poston reminded the committee that there are statutory deadlines in Chapter 120, F.S. that must be met when denying and approving applications.

TAB 4 Questions and Answers

Question 1:

Mr. Jackson asked for clarification on Consultant continuing education and how it is being addresses by CEBroker.

Mr. Hayes advised that items are recorded in CEBroker and with the change in the Board rule it now allows a minimum of 3 hours at a time. At this point you would not be able to offer a CE class and only allocate 1 and half hours and be issued credit.

If hours are being issued per module then the entire module would have to be completed in order to obtain credit for that module with a minimum of 3 hours.

Question 2:

Mr. Fischer asked if there had been any movement toward allowing the presenter of the CE topic to receive credit for the research and development of that particular presentation.

Mr. Hayes advised that effective May 27, 2010 the presenter will get one hour of credit for each hour presentation but for one presentation of the same program only. If they do the same program multiple times they can not get multiple credit but they will get hour for hour for the initial presentation.

Question 3:

Mr. Jackson asked for clarification on how audits are completed for pharmacists.

Ms. Poston advised that the provider is required to upload attendees' lists into CEBroker which is crossed referenced with the licensee pool. Any licensee in that pool not reflecting the correct amount of hours could be selected for audit and asked to provide proof of their completed continuing education credits.

Adjourn

MOTION: by Jackson, seconded by Jones to adjourn at 10:50 a.m. Motion carried unanimously.