

Pennsylvania Pharmacists Association
Committee Description
Education Committee

Responsibilities: To work with PPA's CEO and CPE Administrator to develop high quality continuing education programs for our members.

Reports to: Board of Directors

Requirements: An interest and desire to improve PPA's offering of continuing education and professional development programs; and an ability to participate in meetings and conference calls consistently. Understanding of ACPE requirements and experience in presenting and/or developing continuing education programs is helpful but not required.

Staff Liaison: Program Manager

Duties:

- Recommend programming topics for conferences, webinars, affiliated county meetings, and other events, based on needs assessments and gap analyses for pharmacists and/or pharmacy technicians.
- Develop needs assessments for various programming and gap analyses for topic areas not being met.
- Recommend and evaluate qualified and dynamic speakers to present CPE programs.
- Assist the CPE Administrator in meeting and exceeding ACPE requirements by annually reviewing our activities around ACPE standards.
- Evaluate and update current PPA policies and procedures relating to continuing education.
- Determine areas lacking appropriate policies and procedures and establish recommendations for them accordingly.

Meeting Frequency: A minimum of twice per year

Composition: A minimum of five to seven members including some of our academia members and representing the diverse practice settings of the membership.