

Reporting Activities for Joint Accreditation

As of October 30, 2017, the **Joint Accreditation Program and Activity Reporting System (JA-PARS)** is now open. Beginning with the 2018 reporting year, jointly accredited providers will be able to use JA-PARS as a *single unified system* to record information about all of their activities – interprofessional, medicine, nursing, and/or pharmacy.

Logging in to JA-PARS

All jointly accredited providers have an account established in JA-PARS. To log in for the first time and/or reset your password, begin by clicking on “Can’t Log in or forgot your password.” Follow the prompts to set a password and gain access to the system.

New Features / Fields for JA-PARS

The following are modifications that have been made to the original ACCME PARS system, allowing Joint Accreditation to offer the new **JA-PARS** in support of the entry of activities by jointly accredited providers. For questions about fields not featured below, please refer to [About PARS](#) on the ACCME’s website.

- 1. Target Audience** is a new field added for jointly accredited providers. Providers will need to designate the Target Audience based on who the activity is designed for; select all that apply. Options include: Nurse, Physician, Pharmacist, Pharmacy Technician, and Other.

- 2. Credits/Contact Hours:** Providers will need to indicate how many credits (if any) will be designated for each of the following types:

- IPCE Credit
- *AMA PRA Category 1™* Credit
- Nursing Contact Hours
- and/or Pharmacy Credits

Add an Activity for Reporting Year 2018

Fields marked with an asterisk are required to save an activity. All fields except for those labeled "optional" are required activity.

Activity Type*	<input type="text" value="Regularly Scheduled Series"/>
Activity Title*	<input type="text"/>
Provider Activity ID	<input type="text"/>
Location*	<input type="text"/> city <input type="text"/> state <input type="text" value="United States of America"/> country
Activity Date*	<input type="text"/>
Providership	<input type="text"/>
1 Target Audience (check all that apply) ?	<input type="checkbox"/> Nurse <input type="checkbox"/> Physician <input type="checkbox"/> Pharmacist <input type="checkbox"/> Pharmacy Technician <input type="checkbox"/> Other <input type="text"/>
Hours of Instruction ?	<input type="text"/>
2 Number of IPCE Credits	<input type="text"/>
Number of AMA PRA Category 1 Credits™ Designated ?	<input type="text"/>
Number of Nursing Contact Hours	<input type="text"/>
Number of Pharmacy Credits	<input type="text"/>

Additional information when Target Audience is Pharmacist or Pharmacy Technician – If you indicate that the activity is designated for either Pharmacists or Pharmacy Technicians in the Target Audience field, an additional section will open in which you need to indicate the following information:

3. Sequence Number: This number is auto-assigned and used by ACPE for tracking an activity

4. Pharmacy Activity Type has the following options:

➤ **Knowledge-based CPE activity** - These CPE activities should be designed primarily for pharmacists and technicians to acquire factual knowledge. This information must be based on evidence as accepted in the literature by the health care professions. The minimum credit for these is 15 min or 0.25 contact hour.

➤ **Application-based CPE activity** - These CPE activities should be designed primarily for pharmacists and technicians to apply the information learned in the time frame allotted. The information must be based on evidence as accepted in the literature by the health care professions. The minimum credit for these activities is 60 minutes or one contact hour.

➤ **Practice-based CPE activity** - [Previously named Certificate Programs in Pharmacy] These CPE activities are primarily constructed to instill, expand, or enhance practice competencies through the systematic achievement of specified knowledge, skills, attitudes, and performance behaviors. The information within the practice-based CPE activity must be based on evidence as accepted in the literature by the health care professions. The formats of these CPE activities should include a didactic component (live and/or home study) and a practice experience component (designed to evaluate the skill or application). The provider should employ an instructional design that is rationally sequenced, curricular based, and supportive of achievement of the stated professional competencies. The minimum amount of credit for these activities is 15 contact hours.

Target Audience (check all that apply) ?

Nurse Physician Pharmacist Pharmacy Technician Other

If you have selected Pharmacist or Pharmacy Technician as the target audience for this activity please complete below. ?

3 Sequence Number ? 007

4 Pharmacy Activity Type ?

5 Topic Designator ?

6 Live Date ? + X

5. Topic Designator has the following options:

- **01: Disease State Management/Drug Therapy** - activities that address drugs, drug therapy, and/or disease states.
- **02: AIDS Therapy** - activities that address therapeutic, legal, social, ethical, or psychological issues related to the understanding and treatment of patients with HIV/AIDS.
- **03: Law Related to Pharmacy Practice** - activities that address federal, state, or local laws and/or regulations affecting the practice of pharmacy.
- **04: General Pharmacy**- activities that address topics relevant to the practice of pharmacy other than those included in the classifications of drug/disease therapy related, HIV/AIDS therapy related, and law.
- **05: Patient Safety** – activities that address topics relevant to the prevention of healthcare errors and the elimination or mitigation of patient injury caused by healthcare errors.
- **06: Immunizations** - activities related to the provision of immunizations, i.e., recommend immunization schedules, administration procedures, proper storage and disposal, and record keeping. This also includes review for appropriateness or contraindication and identifying the reporting adverse drug events and providing necessary first aid.
- **07: Compounding** - activities related to sterile, nonsterile, and hazardous drug compounding for humans and animals. This includes best practices and USP quality assurance standards, environmental testing and control, record keeping, error detection and reporting, and continuous quality improvement processes.

6. Live Date: For live pharmacy events, this field is to indicate all of the dates for which the activity occurred. After entering a date, select the “+” sign to add the date to your list. If you would like to remove a date from the list, highlight the date to be removed and select “X.”

7. New Competencies:

There are two new competency sections related to pharmacy. They are “Center for the Advancement of Pharmacy Education” and “Pharmacy Technician Certification Board.”

<input checked="" type="checkbox"/> Interprofessional Education Collaborative
<input checked="" type="checkbox"/> Center for the Advancement of Pharmacy Education (CAPE)
<input type="checkbox"/> Communication
<input type="checkbox"/> Cultural sensitivity
<input type="checkbox"/> Educator
<input type="checkbox"/> Health and wellness
<input type="checkbox"/> Innovation and entrepreneurship
<input type="checkbox"/> Interprofessional collaboration
<input type="checkbox"/> Leadership
<input type="checkbox"/> Learner
<input type="checkbox"/> Medication use systems management
<input type="checkbox"/> Patient advocacy
<input type="checkbox"/> Patient-centered care
<input type="checkbox"/> Population-based care
<input type="checkbox"/> Problem solving
<input type="checkbox"/> Professionalism
<input type="checkbox"/> Self-awareness
<input checked="" type="checkbox"/> Pharmacy Technician Certification Board (PTCB)
<input type="checkbox"/> Medication order entry
<input type="checkbox"/> Medication safety
<input type="checkbox"/> Pharmacology
<input type="checkbox"/> Pharmacy billing and reimbursement
<input type="checkbox"/> Pharmacy information systems
<input type="checkbox"/> Pharmacy inventory management
<input type="checkbox"/> Pharmacy law and regulations
<input type="checkbox"/> Pharmacy quality assurance
<input type="checkbox"/> Sterile and non-sterile compounding
<input type="checkbox"/> Verbal communication skills

Reporting Participation

8. Participation: There are new options for reporting learner participation. Providers will now be able to report the number of participants for the following audiences: Nurses, Physicians, and Other learners. For Pharmacists and Pharmacy Technicians the field will be automatically populated from CPE Monitor®, so providers do not have to manually add this information. CPE Monitor® is a national, electronic service developed collaboratively by the National Association Boards of Pharmacy and ACPE to store and authenticate data for completed CPE credit for pharmacists and pharmacy technicians. To obtain login credentials, please contact cpemonitor@acpe-accredit.org.

Participation	
Number of nurses who completed activity	<input type="text"/>
Number of pharmacists who completed activity	<input type="text"/>
Number of pharmacy technicians who completed activity	<input type="text"/>
Number of physicians who completed activity	<input type="text"/>
Number of other learners who completed activity	<input type="text"/>

Tab-delimited Batch Upload, XML Batch Upload, and Web Services

JA-PARS will support tab-delimited batch upload, XML batch upload, and web services for registering jointly accredited activities. For more information on the technical files and documentation, please refer to **JA-PARS Technical Information**.

Questions?

If you have questions about **JA-PARS** not covered in this information sheet, we welcome you to contact the ACCME at info@accme.org.