



## **Certified Pharmacy Technicians (ExCPT) Job Analysis Study EXECUTIVE SUMMARY**

The practice analysis described in this report was completed in 2016 for the National Healthcareer Association's (NHA) Certified Pharmacy Technicians (ExCPT) examination. The purpose of the practice analysis was to describe the job activities of the pharmacy technician in sufficient detail to provide a basis for the development of a professional, job-related certification examination.

Ascend Learning, the parent company of NHA, facilitated the selection of a Practice Analysis Task Force (PATF) to conduct the activities necessary to identify the responsibilities of a Certified Pharmacy Technician (ExCPT), and to develop the detailed test plan. The diversity of this group was reflective of the pharmacy technician's job. All PATF members demonstrated expertise in the duties and activities associated with this profession.

The study involved the development of a job analysis survey, distribution of the survey to current pharmacy technicians, and an analysis of the responses. The detailed test plan for the Certified Pharmacy Technician was developed on the basis of these data. The PATF, independent SMEs and Pharmacy Technicians identified the following four domains:

- Domain 1: Overview and Laws
- Domain 2: Drugs and Drug Therapy
- Domain 3: Dispensing Process
- Domain 4: Medication Safety and Quality Assurance

A large-scale online survey was administered to verify the delineation and to gather data to be used in creating a revised content outline and test specifications for the ExCPT examination. Ten thousand, two hundred thirty-three (10,233) experienced certified pharmacy technicians from across the United States were invited to participate in the survey. One thousand and five (1,005) respondents completed the survey, seven hundred seventy-two (772) of whom were from the NHA sample, and two hundred thirty-three (233) of whom were from the open call for participants.

After the survey data were analyzed and the results were reviewed with the PATF and decision rules were established. These rules were used to determine which tasks were appropriate for assessment and therefore inclusion in the final detailed test plan. Application of the decision rules resulted in the retention of 97 tasks. A review of the respondents' comments did not result in the addition of any tasks. Each multiple-choice test will be comprised of 100 scored items and 20 un-scored pretest items. The resulting detailed test plan for NHA's ExCPT will be used by Ascend Learning to assemble examinations.