National Healthcareer Association

Examination for Certified Pharmacy Technicians (ExCPT) Job Analysis Study
EXECUTIVE SUMMARY

The job analysis described in this report was performed in 2010 for Ascend Learning's Exam for the Certification of Pharmacy Technicians (ExCPT). The purpose of the job analysis is 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. The previous job analysis was conducted in 2005. In August 2009, the Council on Credentialing in Pharmacy (CCP) adopted a "Pharmacy Technician Framework" (http://www.pharmacycredentialing.org/ccp/Files/CCP%20technician%20framework_08-09.pdf). This framework describes a single job analysis that will guide certification for all pharmacy technicians. All organizations of the CCP were invited to participate in the Job Analysis Committee in addition to organizations involving pharmacy and technicians that are not members of the CCP.

A Job Analysis Committee (JAC) was appointed, subsequent to a solicitation and invitation to all interested stakeholders, by the Institute for the Certification of Pharmacy Technicians [ICPT, now a part of the National Healthcareer Association (NHA), a division of Ascend Learning] to conduct the activities necessary to identify the responsibilities of a Certified Pharmacy Technician (CPhT), and to develop the detailed test plan. The diversity of this group was reflective of the pharmacy technician's job. All JAC 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 JAC was responsible for the following six tasks:

1. developing a definition of the Certified Pharmacy Technician,
2. identifying tasks for the survey instrument,
3. determining an appropriate rating scale,
4. determining the relevant demographic variables of interest,
5. integrating the definitions, tasks, rating scale, and demographics into a survey instrument, and
6. developing the detailed test plan based on the data from the survey.

The draft job analysis survey was distributed via an emailed website link to the JAC for pilot testing. Modifications were made and the final survey was prepared for distribution.

Approximately 10,000 individuals were invited by email to respond to the survey. Of these, 1,698 individuals accessed the survey via the link and 777 submitted responses in time for analysis (758 pharmacy technicians and 19 pharmacists). Of those who responded, 98.6% of the pharmacy technicians and 89.5% of the pharmacists indicated that the survey instrument either adequately or completely addressed the important elements of a pharmacy technician's job. Additionally, the respondents' ratings displayed a high level of inter-rater reliability (0.94) for the survey.

After the survey data were analyzed, the results were reviewed with the JAC and decision rules were established. These rules were used to determine which tasks were appropriate for assessment and therefore inclusion in the final

test content outline. Application of the decision rules resulted in the retention of 90 of the original 95 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 10 un-scored pretest items. The resulting detailed test plan for the ExCPT will be used by Ascend Learning to assemble examinations.