

## APhA Pharmacy-based Test and Treat

Thank you for registering for the APhA Pharmacy-based Test and Treat Certificate Training Program. This course will be completed within the APhA learning management system.

We recommend printing or downloading these instructions so that you can follow along as you work through your course requirements.

Please follow the instructions below to get started. If you have any questions or need assistance, please reach out to us at [ahc-cesupport@ufl.edu](mailto:ahc-cesupport@ufl.edu).

### PART 1: Add the course to your APhA account

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1. Register for the course through the APhA website and create your account.
  - If you have an existing APhA account, enter your username and password.
  - If you do not have an existing APhA account, click the Register button and follow the prompted instructions to create your account.
2. After registration, the course will be added to your training library.

### PART 2: Complete the home study

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1. Go to **EDUCATION > MY TRAINING** and select Test and Treat Home Study. In the upper right-hand corner of the page under “Keep learning from”, click the blue button to start your training.
2. To ensure you are awarded continuing pharmacy education credit for your completion, follow the “Want CPE?” instructions.
3. Review each home study module and complete the knowledge-check assessment.
  - You will have two attempts to pass each knowledge-check assessment with a 70% or greater. If you do not pass the assessment on your second attempt, you may request a module reset by contacting the University of Florida Office of Continuing Pharmacy Education at [ahc-cesupport@ufl.edu](mailto:ahc-cesupport@ufl.edu). Note that APhA’s support team is unable to perform module resets. All module resets must be performed by the University of Florida Office of Continuing Pharmacy Education.

### PART 3: Attend the live session

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1. Go to **EDUCATION > MY TRAINING** and select Test and Treat Live Session Details.
2. On the right-hand side of the page, under “Enrolled”, click the blue **Choose Session** button.
3. Select the session you registered for and click confirm.
  - If you have a schedule conflict and cannot attend the session you initially registered for, you **MUST** notify the University of Florida Office of Continuing Pharmacy Education at [ahc-cesupport@ufl.edu](mailto:ahc-cesupport@ufl.edu). A session transfer will be completed on your behalf.
4. Under Course Menu section, download or print the required live session handouts and slides.
5. Under the Session Events section, click the live session. A join button will display 15 minutes prior to the scheduled live session start time.
  - You will be placed in the Zoom waiting room until the scheduled session start time.

## APhA Pharmacy-based Test and Treat

### PART 4: Diagnostic tests skills assessment

**Your diagnostic tests skills assessment will NOT be completed during the Zoom live session.** This portion of the training will be completed remotely and under the supervision of a healthcare professional who administers these procedures within his/her normal scope of practice. Pharmacists who successfully completed a test and treat certificate training program or who have otherwise received appropriate training and/or authority under a signed agreement to practice accordingly such as under a collaborative practice agreement, are also eligible to serve as an assessor. This healthcare professional can be someone from within your organization, a colleague or a friend. Please contact the University of Florida Office of Continuing Pharmacy Education at [ahc-cesupport@ufl.edu](mailto:ahc-cesupport@ufl.edu) if you would like to verify if your selected assessor is eligible to review your skills assessment.

#### Required Supplies:

The supply list below is required by APhA to complete the injection technique assessment. You will need every item outlined to successfully complete the assessment. This list considers potential errors and includes additional supplies.

If you do not have access to the listed supplies, the University of Florida Office of Continuing Pharmacy Education will mail you the supplies for no additional fee. To place an order, please complete the following form: <https://uf.tfaforms.net/123>.

Item	Quantity
Non-latex, Non-powder gloves	2 pairs
Sterile Throat Swab	2
Sterile Tongue Depressor	2
Sterile Nasopharyngeal Swabs	2
Alcohol Swab	2
Lancet	2
Gauze	2
Band-Aid/Adhesive Bandage	2
Chux Pad	1

## **APhA Pharmacy-based Test and Treat**

### **Patient Participant Requirements:**

- The assessment must be completed on a live person, herein referred to as the “patient participant”. The patient participant will need to sign off that he/she was a willing participant.
- The patient participant must be at least 18 years and must give consent by signing the assessment checklist.
- The patient participant allowing for a specimen to be collected does not need to be a pharmacist.
- The health care professional reviewing your technique **cannot** also be the patient participant.
- You must be located in the same room as the assessor and the patient participant. The review of the specimen collection **cannot** occur via a video streaming or recorded platform. It must be live and in-person.
- Since there are three separate specimen collection tests you can choose to have three different patient participants and/or assessors, but it is not required.

### **Requirements of the Diagnostic Tests Assessment Form:**

- You are required to properly document the diagnostic tests using the form provided (see page 5).
- You may fill out a printed or digital copy of the injection skills assessment form.

### **Assessor Information:**

- For digital copies of the assessment form, the assessor signature must be digitally verified through Adobe Acrobat or similar.
- Ensure that the assessor prints his/her full name next to his/her signature.
- Ensure that your assessor prints his/her title, state, and license number.
- If a state license number is provided, the NPI number is not required.

## APhA Pharmacy-based Test and Treat

### PART 5: Complete the post-live activity

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After you have successfully completed the home study material and attended the 8.0-hour live session, the post-live activity will be unlocked.

1. Go to **EDUCATION > MY TRAINING** and select Test and Treat Post-Live Activity.
2. **Upload your diagnostic tests assessment form.**
  - Your instructor/organizer will verify in the back end that you uploaded the form and that it is filled out correctly. The verification must be completed before you can move on to the final assessment and/or evaluations. This could take one to two business days.
    - i. **If you do not upload the form within 72 hours after the live event**, you must reach out to the University of Florida Office of Continuing Pharmacy Education at [ahc-cesupport@ufl.edu](mailto:ahc-cesupport@ufl.edu) to confirm that you have uploaded your form so that your form may be verified. Failure to do so may result in a significant delay in verifying your form.
    - ii. **If your form is rejected**, you will be notified of the required corrections and required to reupload. No points will be deducted for rejected forms. Regardless of your original form completion method (printed or digital), you may make corrections to the form using a printed copy or digital copy.
3. **Complete the final assessment.**
  - The assessment consists of 50 multiple choice questions and is untimed.
  - APhA's continuing pharmacy education policy provides you with two opportunities to successfully complete the continuing pharmacy education assessment. Please note that you will **not** be permitted to submit an assessment a third time. The current policy of the APhA Education Department is not to release the correct answers to any CPE tests. This is intended to maintain the integrity of the CPE activity and the assessment.
4. Complete the Instructor Evaluation.
5. Complete the Course Evaluation.
6. Retrieve your certificate of completion.
  - Upon successful completion of the program, a download certificate button will be available within the post seminar section of the LMS.

# Pharmacy-Based Test and Treat Certificate Training Program

*This is an exercise in documentation. Be sure to complete in its entirety.*

This certificate training program includes an in-person and practical hands-on training session. Learners will be expected to demonstrate techniques for the following diagnostic tests:

- Finger stick
- Nasopharyngeal (nasal swab)
- Oropharyngeal (throat swab)

### Assessor Grading Rubric

**When collecting the specimen, the participant should demonstrate the following:**

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| <ul style="list-style-type: none"> <li>• Gather and prepare specimen collection supplies.</li> <li>• Don appropriate personal protective equipment.</li> <li>• Perform proper hand hygiene.</li> <li>• Communicate process and what to expect and/or feel.</li> <li>• Ask the patient if he/she has any questions.</li> <li>• Discusses proper body positioning for specimen collection (e.g., tilt head to 70-degree angle).</li> </ul> | <ul style="list-style-type: none"> <li>• Instruct the patient of any queues to follow (e.g., open mouth and say “ahhh” for oropharyngeal swab).</li> <li>• Perform specimen collection.</li> <li>• Inform the patient of next steps.</li> <li>• Disposes of used material into biohazard container and sterilize the workspace.</li> </ul> |
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### Recipient Information (Person used for demonstration of Learner’s skills):

Printed Name (First Middle Last):	Date (MM/DD/YYYY):
Signature:	

### Learner’s Information (Person demonstrating the skills):

Printed Name (First Middle Last):	License # and State:
Signature:	Date (MM/DD/YYYY):

***To be completed after demonstration of skills collection. (Only select acceptable or unacceptable)***

Skill Demonstrated	Technique Acceptable	Technique Unacceptable
Finger Stick	<input type="checkbox"/>	<input type="checkbox"/>
Nasopharyngeal (nasal swab)	<input type="checkbox"/>	<input type="checkbox"/>
Oropharyngeal (throat swab)	<input type="checkbox"/>	<input type="checkbox"/>

### Assessor Information:

Printed Name (First Middle Last):	License # and State:
Signature:	Date (MM/DD/YYYY):

*Signature above signifies the learner performed the technique in your presence using proper technique.*