

Memorandum

DATE: September 23, 2026

TO: Minnesota Board of Pharmacy Members

FROM: Board Staff (KMH and AB)

SUBJECT: CEimpact Approval Request as an Employer-Based Technician Training Program

[CEimpact](#) is a national provider of continuing pharmacy education based in Des Moines, Iowa. CEimpact partners with national employers and pharmacy organizations to deliver continuing education and compliance training to their pharmacy teams.

Background Information

On August 1, 2026, representatives from CEimpact submitted a request to the Board seeking approval of a technician training program designed for employer use as the didactic portion of their technician training.

What is an employer-based pharmacy technician program?

Pursuant to [Minnesota Rule 6800.3850, subp. 1h\(B\)](#), the Board shall not renew a technician registration unless the individual provides the board with evidence of completion of one of the following:

- (1) a pharmacy technician training program offered by a board-approved, accredited vocational/technical institution or college;
- (2) a pharmacy technician training program accredited by a board-approved, national organization that accredits pharmacy technician training programs;
- (3) a pharmacy technician training program provided by a branch of the United States armed forces or Public Health Service; or
- (4) an employer-based pharmacy technician training program that includes a minimum total of 240 hours on a one-year period to include both theoretical and practical instruction. An employer utilizing such a program must develop and regularly update a technician training manual that must be available for board inspection upon request. The employer must also supply a technician who completes the training program with written evidence of completion. The employer-based pharmacy technician training program must include written guidelines, policies, and procedures that define the specific tasks the technician will be expected to perform.** A pharmacy technician who has not completed this training, but is otherwise eligible for renewal of his or her registration, may apply for renewal provided that: less than six months has elapsed between the date of initial registration as a pharmacy technician and the date of the pharmacy technician's first renewal of registration; or the pharmacy technician shows satisfactory evidence of being enrolled in a pharmacy technician training program offered by a board-approved, accredited vocational/technical institution or college, when the program is longer than six months in length.

The Board occasionally receives requests from entities seeking approval of their program(s) to be utilized as part of an employer-based training for pharmacy technicians. The minimum content required for employer-based pharmacy technician programs is specified on page 3 of the Board's publicly available document, [Pharmacy Technician Training Requirements](#).

Submission

CEImpact's request to the Board includes the following items for consideration:

1. Course learning objectives. Appendix A.
2. A document addressed to the MN Board of Pharmacy that details how CEImpact meets the minimum content requirements. See Appendix B.
3. Examples of experiential checklists provided as part of the course. A checklist is available for each module, with separate checklists for community and hospital settings. See Appendix C1 and Appendix C2.
4. The companion workbook, including guidance on identifying and documenting state-specific regulations governing technician responsibilities. See Appendix D.
5. Board members can peruse the entire didactic course. See Appendix E.

CEImpact requests materials be treated as confidential and not shared beyond the Board. See Minnesota Statutes section 13.37.

Additional information provided by CEImpact representative:

- When learners access the course, they will be able to track their progress and fully engage in the interactive elements
- The didactic portion of the course will take approximately 30 hours to complete, with some variation between learners.
- The course is designed to serve as the didactic portion of an employer-based training program. Course instructions will clearly instruct pharmacists and pharmacy technicians to complete additional hands-on training per their state rules.
- Sixteen optional checklists are provided as resources to both support didactic learning and also help guide any required hands-on training. These checklists are aligned with each lesson of the course, and may be completed alongside the didactic education, or in follow-up to the education.
- Preceptors/mentors/trainees can choose to adopt these checklists as part of their employer-based program. They are not required, however, and employers are free to use another form of documentation for hands-on training. We recognize that completion of these checklists will not necessarily result in trainees meeting the full hands-on requirement. They are only intended as a resource.

Findings

- CEImpact's program appears to satisfy the didactic content requirement of an employer-based pharmacy technician's training program as specified in the Board's, Pharmacy Technician Training Requirements, document (linked above).
- If approved, it is important to emphasize that the course provides only didactic instruction, and additional practical or hands-on training is required to comply with MN Rule 6800.3850. It should also be understood the course takes approximately 30 hours to complete, while Board rules require a minimum of 240 total hours within a one-year period, covering both theoretical and practical instruction. Therefore, any employer-issued certificates of completion submitted by pharmacy technicians who used CEImpact for the didactic portion should clearly state that additional training beyond CEImpact's course was completed and confirm that the full 240 hours of combined theoretical and practical training were fulfilled (or similar wording).
- If approved, CEImpact should avoid suggesting that the MN Board of Pharmacy endorses, promotes, or requires CEImpact's program to fulfill the Technician Training Requirements, as pharmacies have multiple options for fulfilling these requirements. Additionally, CEImpact should clearly inform clients that the course provides only didactic instruction and that further training is necessary to comply with MN Rule 6800.3850.