

Credentialing Guidelines and Requirements

A Candidate Guidebook

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Scope

PTCB Immunization Administration Certificate holders have demonstrated their advanced skills and commitment to patient and community care by minimizing the spread of disease in the community, especially as vaccines are delivered in massive quantities to prevent the spread of COVID-19.

Eligibility Requirements

A candidate must hold an active PTCB CPhT Certification and complete a [PTCB-Recognized Immunization Administration Education/Training Program](#).

Exam

Passing the Immunization Administration Exam is required to earn the PTCB Immunization Administration Certificate. The Immunization Administration Exam is an online unproctored computer-based exam. This exam is open-book, meaning that during the exam you are allowed to refer to materials and notes from your immunization training. However, you are not allowed to seek or receive assistance from any individual or discuss the contents of the exam with others. Please keep in mind that the exam is timed, so your opportunity to refer to materials and notes will be limited. You should prepare for the PTCB Immunization Administration Exam as you would for any PTCB exam.

The Immunization Administration Exam is a 1-hour-and-35-minute, multiple-choice exam that contains 55 questions. One hour and 30 minutes are allotted for answering the exam questions and 5 minutes for a tutorial.

Exam Content Outline

The Immunization Administration Exam covers several knowledge areas organized into three domains, as shown in the following table.

Concepts/ Terminology of Vaccine Administration (30%)
Roles of pharmacy technicians in supporting immunizations
Definition of key terms in the immunization process (e.g., active vs. passive immunity, inactivated vs. LAV)
Common vaccinations and vaccination schedules (e.g., influenza, zoster, Pneumococcal, Tdap)
Vaccine Safety and Administration (50%)
Preparation for vaccine administration, including supply selection (e.g., reconstitution, needle length)
Procedures for vaccine administration: SQ, IM, IN
Safety considerations during vaccine administration (e.g., handling and disposal of sharps)
Documentation, Product Handling, and Adverse Reaction Management for Vaccines (20%)
Procedures for immunization-related documentation (e.g., VIS form)
Procedures for receiving, storing, and handling of vaccines (e.g., cold chain, disposal)

Managing vaccine-related adverse reactions and emergency situations (e.g., localized reactions, syncope, anaphylaxis, VAERS vs. VERP)

Exam Passing Score

As the Immunization Administration Exam is part of a new program, scoring will be delayed. Over the next 1-2 months, PTCB will conduct item and exam analysis and apply the same rigorous process for the Immunization Administration Exam after enough candidates have tested to determine the passing score. PTCB is committed to maintaining the prestige of PTCB credentials and making sure they meet the highest standards in the field.

ADVANCED CERTIFIED PHARMACY TECHNICIAN CREDENTIAL

Earning your Immunization Administration Certificate takes you one step closer to becoming a PTCB Advanced Certified Pharmacy Technician (CPhT-Adv). Active PTCB CPhTs who have completed at least four of the certificate programs (must include TPV or Medication History), or three certificate programs and the Compounded Sterile Preparation Technician (CSPT) Certification, and 3 years of work experience will be eligible to earn a CPhT-Adv credential.