



AAPP Fellow Program

FAAPP Application Guide (2026)

Last updated: June 23, 2025

Description

THE AAPP FELLOW PROGRAM IS INTENDED TO:

- Grant recognition to individuals demonstrating excellence in advancing the practice of psychiatric pharmacy.
- Promote public awareness of pharmacists who have distinguished themselves in advancing the mission and goals of AAPP.

RECEIVING THE FELLOW DESIGNATION MEANS THAT THE FELLOW HAS:

1. Been a member of AAPP for a minimum of 10 years.
2. Contributed significantly to AAPP.
3. Served as an expert in the field of psychiatric pharmacy.
4. Helped advance the specialty through leadership in education, research, and/or advocacy.

APPLICANTS MUST MEET FOUR CRITERIA:

Applicants can verify that they meet criterion 1 and 2 through the “My Fellow Program Transcript” located under My AAPP at aapp.org.

1. **Membership:** Applicant is a current member who has been an Active Category member in AAPP for 10 or more years (not necessarily consecutive). Applicants must have been an active category member the year before you applied, and the year you are applying does not count within the 10-year minimum requirement. AAPP membership years run from July 1 through the following June 30 and membership will be verified by staff. Individuals awarded Fellowship must maintain membership in AAPP to use the credentials FAAPP.
2. **Service to AAPP:** Applicant has contributed through AAPP volunteer service on par with 7 years of standing committee service, not inclusive of leadership assignments, or 5 to 6 years of standing committee service including at least 1 leadership role (e.g., member of the Board of Directors, committee chair, etc). This criterion will be verified by staff.
3. **Expertise:** Applicant is an expert who is a current BCPP, or who demonstrates knowledge, experience and expertise that is comparable with the BCPP. Those seeking fellowship without the BCPP will be evaluated by a panel for comparability with the BCPP.
4. **Leadership:** Applicant is a leader in the specialty who demonstrates their leadership by contributing to Education, Research, and Advocacy in the specialty.

FAAPP Frequently Asked Questions

Will there be any application submission extensions?

No, with a 3-month application window, extensions will not be allowed for any reason, including technical, health, or emergency issues in the last week of the window. The deadline is 10/1/25.

Does the application have to be completed in one sitting?

No, you do not have to complete the application in one sitting. As you complete the online application (on or before 10/1), remember to **save frequently** by clicking save at the bottom of the application. You can maintain the status of the application as Not Yet Final (at the bottom of the application) until you are ready to submit at which time you would mark status of the application as Final. Prior to uploading the PDF, you are encouraged to save your application without the file to ensure all fields are saved, and then edit the application again to upload the PDF.

What if I believe there is an error in my AAPP membership and service transcript?

As noted in the transcript disclosures, AAPP works hard to maintain accurate member records. However, we acknowledge that some service was not tracked until recent years and service before 2003 was not digitized. If you meet the 10-year membership requirement and the 35-point threshold for AAPP service, do not contact the office unless you have an important business reason to request a review of your record. If you do not meet the threshold and believe items are missing, please contact the office at info@aapp.org and advise on what you specifically believe might be missing. Being specific on the type of service/committee and year(s) would be helpful in our research. Research can generally be conducted by AAPP staff within 10-14 business days.

What membership years count towards the 10-year membership requirement?

Membership years that fall into the “Active Member” category are included in the 10-year requirement. Membership years designated as “student” or “resident” do not count toward this requirement. This aligns with the goals of the fellowship being to grant recognition to individuals demonstrating excellence in advancing the practice of psychiatric pharmacy which is believed to be best accomplished when employed as a practicing psychiatric pharmacist in your chosen career path(s).

Why are there no point values assigned to elements requested to prove the leadership criteria (criteria 4)?

Assuming diversity in applicant pool, the first few years of FAAPP applicants will allow AAPP to conduct a standard setting process and establish cut-off scores for the various elements and overall awarding of the FAAPP credential. AAPP will publish the point values for the various elements and all criteria once sufficient applicant data is accumulated.

If I hold an active BCPP credential, do I need to write a narrative essay for the expertise criteria?

No. Those members with an active BCPP credential, or those that held the BCPP credential at the time of retirement, satisfy the expertise criteria. AAPP believes the Board-Certified Psychiatric Pharmacist credential represents the gold standard and has public statements and organizational documents and papers that support this. Given its emphasis on patient care and the rigor of the examination and recertification process (education or retesting), this credential is believed to be the best universal, consistent measure of expertise, especially given the varied practices/employment of psychiatric pharmacists.

How do I find information on my BCPP credential and the Exam Content Outline (ECO) for BCPP?

Please refer to the Board of Pharmacy Specialties as the credentialing body. You can search your individual information at <https://bpsweb.org/>, under My BPS. You can also contact BPS directly through the various methods outlined at <https://bpsweb.org/contact/>.

What type of supporting evidence should be submitted for AAPP Fellow Application?

After each activity/topic within the “Leadership” portion of the application, text fields have been included to enter supporting evidence supporting the number you selected for that activity. Each text field contains information on the type of supporting evidence that should be submitted in these fields.

EXAMPLE:

The applicant responded that they had created one (1) national or international educational presentation. In the text field they should list the title of the presentation, where the presentation was given (conference name and location), and the date of the presentation as follows:

Pharmacologic Management of Insomnia with Sleep Apnea. Presented at the College of Psychiatric and Neurologic Pharmacists Annual Meeting. April 2021.

If in completing the online application, I have listed supporting evidence as required in the specified text fields, do I also need to include this evidence in the uploaded document?

No. If supporting evidence is listed in the text fields provided, it does not need to be resubmitted within the uploaded document. The uploaded PDF should include any supporting evidence that cannot be captured in the text field (e.g., photos, files, etc.). When evidence is included in the PDF, the applicant should add content describing which criterion the evidence relates to for the benefit of the reviewers. The uploaded document, including the CV, will only be used if clarification is needed for responses provided in the online application. The applicant should consider responses submitted throughout the online application to be their primary responses for consideration of fellowship.

Is AAPP limiting the size of fellow classes annually?

At present, AAPP is not limiting the size of each class but will monitor class sizes and criteria on an ongoing basis to ensure the FAAPP is rigorous, meaningful, fair, and valid.

Do applicants need to be certain they can attend the AAPP Annual Meeting to be installed as a Fellow before they apply for consideration as a Fellow?

Individuals selected as Fellows are highly encouraged to attend the AAPP Annual Meeting but are not mandated to attend. Fellows will be officially installed during a brief certificate ceremony following a Monday AM general session of the Annual Meeting. A dinner will be hosted on Monday evening where each Fellow will be recognized and accept their Fellow desktop award. A professional photographer will capture individual and group photos during the dinner celebration only.

FAAPP Application Instructions

FAAPP Application Instructions

For Questions

- Additional information is available on the AAPP [Fellow Program web page](#).
- Questions related to the AAPP Fellow Program or the application should be directed to info@aapp.org.

General Information

- Applications can only be submitted [online](#).
- The FAAPP application will open July 1 and close for submissions on October 1 at close of business.
- Decisions will be announced no later than January of 2026 and Fellows will be installed during AAPP 2026 on April 20 in Bellevue, WA (Seattle).
- The applicant should consider responses submitted throughout the online application to be their primary responses for consideration of fellowship.
- AAPP is previously known as CPNP and this fellow program encompasses all CPNP and AAPP service.
- Psychiatric pharmacy can be globally defined by the exam content outline (ECO) of the [Board Certification in Psychiatric Pharmacy \(BCPP\) exam](#). Items submitted for consideration on this application should be related to psychiatric pharmacy and aligned with areas specified in the BCPP ECO.
- The applicant must agree to an Honor Code consisting of:
 - I affirm that the information I am providing in my application for FAAPP is true, honest, accurate, and thorough. I affirm that I will not share my application with colleagues pursuing the FAAPP credential now or in the future and that I accept the decisions of AAPP regarding my selection as an FAAPP.
- The applicant must agree to AAPP's Code of Conduct.
- Members of the Board of Directors and Fellowship Committee are not eligible to apply for AAPP Fellowship.
- Data collected from the first few years of applicants will be used to identify the fellowship cut-off score so that the rubrics are validated and publishable in future fellowship application cycles.

Application Information/Tips

- Applicants who do not submit a full application, fail to follow instructions, and/or indicate "refer to CV" in the supporting evidence fields will immediately be disqualified and not evaluated/scored by the Fellowship Committee.
- The applicant should take time to thoroughly complete this application. It is in the applicant's best interest to respond to as many questions as appropriate and to provide appropriate documentation in order to ensure a fair review. An applicant's entire career, their accomplishments, and activities related to that career, should all be considered and included when completing and submitting the application.
- Applications are to be completed online in the application [form](#) provided. You do not have to complete the application in one sitting. You are encouraged to click save frequently when entering information.
- **Other than the supporting evidence fields, the application requires that you submit specific, whole numbers. No decimals, text, or hyphens will be accepted in these numerical fields.**

- Applicants will be allowed to upload 1 PDF document consisting of the items below. **Applicants should save their application frequently before uploading the PDF to ensure no loss of data entered.** The PDF should include their CV and any evidence that has not already been submitted through the completion of the online application. This evidence should support the expertise and leadership sections of your application. **The contents of the PDF will only be used if clarification is needed for responses provided in the online application.**
 - A table of contents (if including more than your CV)
 - Current CV (required)
 - Evidence ***beyond what has already been listed*** in the online application to support the expertise and leadership sections of this application. In the PDF, please note which criteria is aligned with which pieces of documentation.
- Retired members seeking fellow status should complete the application considering their entire career at the time of and into retirement if some amount of work is continuing.

Application

Must be completed [online](#)

Applicant Information

- Name
- Year of Retirement, If Applicable
- Current Credential(s) or at Time of Retirement
- Current Employer or at Time of Retirement
- Current Job Title or at Time of Retirement

Membership in AAPP

Applicant is a current member who has been an Active Category member in AAPP for 10 or more years (not necessarily consecutive). You must have been an active category member the year before you applied, and the year you are applying does not count within the 10-year minimum requirement. AAPP membership years run from July 1 through the following June 30 and membership will be verified by staff. Individuals awarded the FAAPP must maintain membership in AAPP to use the credentials FAAPP. Applicants should only proceed with an application after confirming that they meet this criterion through the “My Fellow Program Transcript” located under My AAPP at aapp.org.

Service to AAPP

Service to AAPP reflects the applicant's contributions to the activities, mission, and goals of AAPP. Applicants should only proceed with an application after confirming that they meet this criterion through the "My Fellow Program Transcript" located under My AAPP at aapp.org. Applications not meeting the pre-specified AAPP service threshold of 35 points will not move forward for further consideration. AAPP attempts to be as thorough as possible in documenting volunteer service to AAPP and has increased and will continue to increase emphasis on this recordkeeping. Applicants not meeting the 35-point threshold may contact the AAPP office at info@aapp.org if they believe items are missing.

1. Recipient of the Saklad Memorial Award (15pt/award)
2. Years on the Board of Directors (15pt/year)
3. Years on the Commission on Innovation and Advancement (10pt/year)
4. Years as Program Committee Chair (10pt/year)
5. Years as Abstracts and Awards Committee Chair (10pt/year)
6. Years as MHC Senior Editor (10pt/year)
7. Years as Recertification Editorial Board Chair (10pt/year)
8. Years as BCPP Program Director (10pt/year)
9. Years as Member of the AAPP Foundation Board (7.5pt/year)
10. Years as Chair of an AAPP Committee or Task Force other than Programming, Recertification, or Abstracts and Awards (7.5pt/year)
11. Years of "Other" appointments: AAPP Committee, Editorial Board, or Task Force Member (if service includes multiple appointments in a year, please count each committee separately for that year) (5pt/year)
12. Years as AAPP Collegiate Chapter Advisor (3pt/year)
13. Years as Community Leader (1pt/year)
14. Years as AAPP Annual Meeting Abstract Reviewer (1pt/year)
15. Number of MHC Peer Reviews (1pt/review)
16. Days participating in Federal Capitol Hill visits (1pt/day)
17. Representation at a House of Delegates/Summit on Behalf of AAPP (1pt/representation)
18. Years of AAPP Membership Beyond 10 Years (the current membership year should not be counted) (0.25pt/year)
19. Years as AAPP Connect Mentor at the Annual Meeting (0.25pt/year)

Expertise

Applicants who hold the BCPP credential will acknowledge accordingly in the application and that status will be verified by AAPP.

Applicants who do not hold the BCPP credential must provide a 2,000 words or less descriptive narrative detailing how their experience demonstrates comparable knowledge and expertise in psychiatric pharmacy practice as aligned with the [BPS BCPP Examination Content Outline \(ECO\)](#).

The narrative will be submitted in the online application via an open text field. The 2,000 word limit will be enforced. The narrative should reflect the applicant's entire career and address the elements below. The applicant is encouraged to include detailed descriptions of specific activities, initiatives, programs, practice models, etc., with comments about their longevity and sustainability, along with supporting evidence provided in the 1 PDF allowed. Consider the following guidance as you author this narrative.

- Service or program description(s), including novelty within the health care system or institution, and basis for practice sustainability and/or growth (e.g., first at site, replication of practice, establishing a new team, new product launch)
- Recognition of practice or service (e.g., awards, acknowledgement)
- Demonstration of impact of practice or service through publication of achievements
- Research that has led to advancements in practice and/or process
- Novel educational initiatives that have led to advancement of practice and/or process
- Contribution to pharmacy services other than direct patient care (e.g., protocol development, formulary management, patient safety initiatives)
- Involvement with initiatives intended to have broad impact (e.g., health promotion initiatives)
- Consultative roles to international, national, or local industry, agencies, and groups
- Certification beyond BCPP
- Provide supporting documentation as part of the 1 PDF allowed (e.g., screenshots, websites, award certificates, publication citations, news articles)

Leadership

Leadership reflects the applicant's contributions to education, research, and advocacy activities.

Applicants must complete the entire form for this section, as applicable, though achievements in each section are not required to achieve Fellow status. Text fields are available after each activity area to allow entry of supporting evidence. Please review the instructions for each section on what supporting evidence is needed. Any additional supporting evidence not captured in these fields should be included as part of the 1 PDF allowed.

Education, Research, and Advocacy		units
Promotion of the Profession: Formal educational presentations (live, online, webinars; independent, professional organization and/or industry-supported) that increase the visibility of and promote the profession of psychiatric pharmacy. PLEASE NOTE: Presentations of original research (e.g., abstract posters or platform presentations), and didactic lectures given as coursework are excluded from this category and are accounted for elsewhere in the application.		
	How many ACCREDITED international, national, regional or state level educational presentations, toolkits, etc. (e.g., AAPP Annual Meeting, ASHP Midyear Meeting, etc.) have you presented?	presentation
	SUPPORTING EVIDENCE: Please list presentation title or toolkit and venue at which it was presented (if applicable).	
	How many NON-ACCREDITED international, national, regional or state level educational presentations, toolkits, etc. (e.g., presenter at AAPP idea exchange, presenter at AAPP Communities Week, etc.) have you presented?	presentation
	SUPPORTING EVIDENCE: Please list presentation title or toolkit and venue at which it was presented (if applicable).	
	How many local educational presentations, toolkits, etc. (e.g., health-system grand rounds, community education events, etc.) have you presented/created?	presentation
	SUPPORTING EVIDENCE: Please list presentation title or toolkit and venue at which it was presented (if applicable).	
	How many times (appointments) have you represented AAPP at a federal agency or meeting of another national association where policies or position papers are determined (e.g., interactions with FDA, SAMHSA, NIH, NAMI, APA, House of Delegates, etc.)? Interactions must be relational or policy level.	appointment
	SUPPORTING EVIDENCE: Please list each appointment/meeting where you were representing AAPP.	
	How many media or other interviews, public appearances, presentations, community programs, or films have you participated in (excluding any items already included above)?	interview/appearance
	SUPPORTING EVIDENCE: Please list media appearances.	

Advancement of the Profession: Practice-related activities that have led to the growth and development of the profession.		
	How many times have you been the originator (i.e., first in practice) of a psychiatric pharmacy practice that was used as a basis for replication/growth of psychiatric pharmacists at a facility (e.g., first psychiatric pharmacist at facility, first practitioner in new role)?	role/facility
	SUPPORTING EVIDENCE: Please list the original roles used for replication/growth at the facility.	
	How many leadership roles (e.g., clinical manager, director of pharmacy, etc.) have you held that expanded the number of psychiatric pharmacists practicing at a facility? Positions must have been approved, not just requested.	expansions/facility
	SUPPORTING EVIDENCE: Please list leadership role held when psychiatric pharmacist roles were expanded.	
	How many times have you developed a new and innovative service relevant to the psychiatric pharmacist – not role, but program or service within a role (e.g., naloxone distribution, groups, etc.)?	service
	SUPPORTING EVIDENCE: Please list services developed.	
Leadership & Committee Work (outside of AAPP): Leadership roles and/or committee roles that contribute to the growth of the profession and the role of the psychiatric pharmacist.		
	How many LEADERSHIP roles (i.e., chair, co-chair, president, etc.) have you held within an international, national, state, or local council/committee or workgroup where the emphasis is aligned with the BCPP content outline (i.e., BPS specialty council, other pharmacist professional organizations, state pharmacy organizations, local NAMI chapter, etc.)?	years/organization
	SUPPORTING EVIDENCE: Please list leadership roles and the organization in which they were held.	
	How many terms have you served within an international, national, state, or local council/committee or workgroup where the emphasis is aligned with the BCPP Content Outline (i.e., BPS specialty council, state Medicaid board, university mental health programs, employer focused MH committees)?	terms/organization
	SUPPORTING EVIDENCE: Please list the workgroup with total terms served.	
Didactic Education/Educational Programs: Encompasses formal teaching to healthcare students that aligns with topics that promote the profession of psychiatric pharmacy and align with the BCPP content outline. Healthcare students is defined as pharmacy, medical, other allied health professionals, etc.		
	How many formal didactic lectures have you taught as part of core or elective coursework in topics that align with the BCPP content outline (count as each lecture taught)?	lecture
	SUPPORTING EVIDENCE: Please list lectures taught and institution at which they were taught.	

	How many new courses, modules or educational programs (i.e., training program, certificate program, etc.) have you developed around topics that align with the BCPP content outline?	course
	SUPPORTING EVIDENCE: Please list course, module or program name.	
Clinical Education: Provision of clinical experiential teaching and leadership for pharmacy or other healthcare trainees in psychiatry experiences.		
	How many total graduates have you supervised as DIRECTOR of a residency program, fellowship program, or PhD program?	graduates
	SUPPORTING EVIDENCE: Please list year(s) and graduate name(s)	
	How many total graduates have you supervised as COORDINATOR of a residency program, fellowship program, or PhD program?	graduates
	SUPPORTING EVIDENCE: Please list year(s) and graduate name(s)	
	How many post-graduate trainees have you precepted (e.g., pharmacy residents, APRN doctoral students, etc.)?	years
	SUPPORTING EVIDENCE: Please list years served as a preceptor for post-graduate trainees.	
	How many years have you served as an APPE student preceptor?	years
	SUPPORTING EVIDENCE: Please list years served as an APPE student preceptor.	
	How many years have you served as an IPPE student preceptor?	years
	SUPPORTING EVIDENCE: Please list years served as an IPPE student preceptor.	
	How many clinical rotations (resident, APPE, IPPE) have you developed?	rotations
	SUPPORTING EVIDENCE: Please list clinical rotation names that you developed.	
	How many times have you completed an ASHP Accreditation visit as the guest surveyor (content expert), for PGY2 programs aligned with the BCPP content outline?	survey
	SUPPORTING EVIDENCE: Please list survey dates.	
Awards: Awards received post-graduation and training recognizing excellence in teaching, precepting, research, service, or practice endeavor(s).		
	How many honors and awards have you received from NATIONAL or INTERNATIONAL entities?	awards
	SUPPORTING EVIDENCE: Please list name of award(s) and date(s) awarded.	
	How many honors and awards have you received from REGIONAL or STATE level entities?	awards
	SUPPORTING EVIDENCE: Please list name of award(s) and date(s) awarded.	
	How many honors and awards have you received from your employer and/or LOCAL level organizations?	awards
	SUPPORTING EVIDENCE: Please list name of award(s) and date(s) awarded.	

Publications: Contributions to the scientific literature that promote and/or advance the profession of psychiatric pharmacy as aligned with the BCPP content outline		
	How many original research articles have you authored in PEER REVIEWED journals (e.g., prospective, retrospective, meta-analysis)?	articles
	SUPPORTING EVIDENCE: Please list the citation of the article.	
	How many review articles, commentaries, or drug monographs have you published in PEER REVIEWED journals, and/or how many book chapters have you published?	article
	SUPPORTING EVIDENCE: Please list the citation of the article(s).	
	How many letters to the editor, case reports, etc. have you published in PEER-REVIEWED journals?	article
	SUPPORTING EVIDENCE: Please list the citation of the article(s).	
	How many publications have you published in non-peer reviewed journals/magazines/newsletters?	article
	SUPPORTING EVIDENCE: Please list the name of the article(s) and where it was published.	
Grants (broadly related to psychiatric pharmacy): Funding AWARDED for research or other projects related to the profession of psychiatric pharmacy as aligned with the BCPP content outline. Does not include personal development grants (i.e., travel grants, etc.).		
	For how many federal agency grants have you served as Principal Investigator (PI) or Multiple Principal Investigator (MPI)?	grants
	SUPPORTING EVIDENCE: Please list grant(s) and awarding agency.	
	For how many non-federal external funder (e.g., industry, foundation, etc.) grants have you served as PI?	grants
	SUPPORTING EVIDENCE: Please list grant(s) and awarding agency.	
	For how many grants (of any type) have you served as co-Investigator?	grants
	SUPPORTING EVIDENCE: Please list grant(s) and awarding agency.	
	For how many grants (of any type) have you served as collaborator?	grants
	SUPPORTING EVIDENCE: Please list grant(s) and awarding agency.	
Presentation of Conducted Research: Formal platform or poster presentation of original research that promotes the profession of psychiatric pharmacy as aligned with the BCPP content outline		
	How many formal platform presentations of research have you presented at INTERNATIONAL or NATIONAL conferences?	presentations
	SUPPORTING EVIDENCE: Please list title of research and venue at which it was presented.	
	How many formal PLATFORM presentations of research have you presented at REGIONAL or STATE conferences?	presentations
	SUPPORTING EVIDENCE: Please list title of research and venue at which it was presented.	
	How many formal POSTER presentations of research for which you were the presenter (primary) on the poster have you presented at international, national, regional or state conferences?	presentations

	SUPPORTING EVIDENCE: Please list title of research and venue at which it was presented.	
	How many formal POSTER presentations of research for which you did not present but were an author on were presented at international, national, regional or state conferences?	presentations
	SUPPORTING EVIDENCE: Please list title of research and venue at which it was presented.	
	Reviewer: Volunteer reviewer for grants and/or publications related to the promotion and advancement of psychiatric pharmacy as aligned with the BCPP content outline	
	On how many panels have you served as a grant reviewer for federal agencies?	panels
	SUPPORTING EVIDENCE: Please list names of panel and dates of service.	
	On how many panels have you served as a grant reviewer for other mechanisms?	panels
	SUPPORTING EVIDENCE: Please list names of panel and dates of service.	
	How many peer reviews have you conducted for journal articles, presentations, or abstracts (all abstracts for 1 event constitute a single review)?	journal
	SUPPORTING EVIDENCE: Please list the names of the journals and dates you have served as a peer reviewer.	

Miscellaneous

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- A. Please share anything that you feel is not addressed in this application and should be emphasized, including noting which categories you believe they apply to.
 - B. Upload 1 PDF document consisting of a table of contents (if including more than your CV), your CV (required), and any evidence that is not already been submitted through the completion of the online application that supports the expertise and leadership sections of this application. A reminder that the applicant should consider responses submitted throughout the online application to be their primary responses for consideration of Fellowship. The evidence included should support the expertise and leadership sections of your application. The contents of the PDF will only be used if clarification is needed for responses provided in the online application.