



SASKATCHEWAN  
COLLEGE OF  
PHARMACY  
PROFESSIONALS

**SCOPE** *newsletter*

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Supplement to March 2015 Edition



SCOPE SPECIAL EDITION

# PHARMACY TECHNICIANS

SUPPLEMENT TO MARCH 2015

# Pharmacy Technicians

This edition is a supplement to the [SCOPE Newsletter Special Edition March 2015 on Pharmacy Technicians](#) and the subsequent [Frequently Asked Questions](#) published in May 2015. Both documents can be found on the Saskatchewan College of Pharmacy Professionals (SCPP) website under the Pharmacy Technicians tab at [www.saskpharm.ca](http://www.saskpharm.ca).

The purpose of this supplement is to advise pharmacist members and those aspiring to become regulated pharmacy technicians in Saskatchewan of the options for pharmacy assistants during the transition period (October 5, 2015 to December 31, 2018) and to give further detail on the Structured Practical Training Courses and the SCPP Jurisprudence Exam.

## Definitions

In this newsletter:

“Act” means *The Pharmacy and Pharmacy Disciplines Act*

“Assistant” means an unregulated person who is not an intern, and who is employed in a pharmacy to assist the licensed pharmacist or licensed pharmacy technician in performing functions.

“Pharmacist” means licensed pharmacist

“Pharmacy technician” means licensed pharmacy technician

“Scope of Practice” means the practices of the licensed pharmacist, licensed pharmacy technician that are limited by the Act, and within those limitations, the areas in which the licensed pharmacist or licensed pharmacy technician is educated, competent and has recent experience.

“Supervision” means direct supervision where the licensed pharmacist or licensed pharmacy technician oversees the work of an assistant and takes responsibility for the tasks he delegates to the assistant.

## College Name Change

*The Pharmacy and Pharmacy Disciplines Act (the “Act”), replaces The Pharmacy Act, 1996, and states:*

*Section 3 “The Saskatchewan College of Pharmacists is continued as a corporation to be known as the Saskatchewan College of Pharmacy Professionals.”*

The change in name reflects the inclusion of the new profession of Pharmacy Technician. The new name, Saskatchewan College of Pharmacy Professionals, or its acronym, SCPP, will be used in all communication.

## Protection of Title

The next change of note for pharmacy assistants is that the title of “Pharmacy Technician” is protected under the Act. Protection of title applies whether the individual works in a community pharmacy or in an institutional setting.

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Section 22(2) reads:

“Protection of title”

*22(2) No person other than a licensed pharmacy technician shall use the title ‘pharmacy technician’ or any word or designation, abbreviated or otherwise, to imply that the person is a licensed pharmacy technician.*

This means that unless a person is a licensed pharmacy technician with SCPP, people working in a pharmacy cannot use this title as of the proclamation date. Effective October 5, 2015, **Licensed Pharmacy Technician or any abbreviation or form of the title can *only* be used by those regulated by SCPP.**

People who had been using the job title of Pharmacy Technician prior to proclamation should talk to their pharmacy manager or Director of Pharmacy if they are not yet aware of their new title. In this newsletter, all non-regulated people working in a pharmacy are referred to as pharmacy assistants.

To assist with the public being able to identify pharmacists from pharmacy technicians from pharmacy assistants, SCPP has requested that all people working in a pharmacy wear a name tag or badge that includes their title.

## Prerequisite Work Experience

While there are some common national standards, each Provincial Regulatory Authority (PRA) has its own requirements and regulating registration and licensing in their province. It is each candidate’s responsibility to be aware of and meet all requirements for the PRA in their jurisdiction. This means that candidates wanting to be licensed in Saskatchewan should, of their own initiative, inquire about any prerequisites with SCPP, and ensure they meet those requirements. Meeting PEBC’s requirements, for example, does not automatically fulfill SCPP’s requirements. All prerequisites and requirements for licensure in a particular PRA should be understood prior to engaging in any bridging program towards registration/licensure.

### Check Your Hours Before You Begin

If you want to pursue licensure, you either need to have completed a Canadian Council for Accreditation of Pharmacy Programs (CCAPP) accredited pharmacy technician training program, or you have *completed a minimum of 2000 hours of work experience in a direct patient care pharmacy practice in Canada within the last three years.*

The bridging pathway (see the Pathway Chart on the last page of this newsletter) is meant to help bridge the knowledge of pharmacy assistants who have been working in a Canadian pharmacy for at least 2000 hours during the last three years. The bridging program is not an alternative to a CCAPP accredited program for those new to pharmacy or those returning to practice.

### What Qualifies as Pharmacy Hours?

The Pharmacy Examining Board of Canada (PEBC) website lists acceptable tasks that would qualify as hours in the field of pharmacy. SCPP has adopted the same definition of acceptable tasks to determine whether the prerequisite of 2000 hours of work experience has been met. SCPP additionally requires that the 2000 hours as defined above must be completed in Canada. You can find the [list of tasks here](#) or visit the PEBC website at [www.pebc.ca](http://www.pebc.ca) and look under the Pharmacy Technician Evaluating Exam link.

## Bridging Education Program at Selkirk College

(Adapted from the [NAPRA website](#))

Individuals are allowed to take National Pharmacy Technician Bridging Education Program courses simply to further their own knowledge. You may be a pharmacy assistant without the required Canadian hours who wants to take one or more courses as continuing professional development, but may not want to complete all four courses or complete the other steps in the registration/licensure process. This is allowed, as long as you understand that this will not lead to registration/licensure. Should you decide to pursue registration/licensure at a later time, there is no guarantee that you will receive credit towards registration/licensure requirements for courses completed in the past.

If you want to pursue registration/licensure, it is your responsibility to make sure you meet SPCP's eligibility criteria and deadlines for Bridging Education. Selkirk College does not verify your eligibility prior to enrollment. If you do not take the bridging program at the correct point in the registration/licensure process or if you do not meet the eligibility criteria or deadlines of SPCP, you may be required to retake the program or may jeopardize your ability to continue with the registration/licensure process.

### Missing the Prerequisite Hours

If you have already begun/completed any of the bridging pathway requirements and do not have 2000 hours of work experience in a direct patient care pharmacy practice in Canada within the last three years, and are intending to pursue registration/licensure, please contact us.

## Transition Period

SCPP has designated the timeframe from proclamation (October 5, 2015) of *The Pharmacy and Pharmacy Disciplines Act* until December 2018 as a "transition period." This time period is meant to allow time for pharmacy assistants currently working in a pharmacy who have at least 2000 hours of pharmacy experience in the last three years in Canada to acquire any bridging, training and assessments needed to bring individuals to a common national level of competency and become licensed. It also allows time for the employer to consider any impacts on their pharmacy.

During the transition period, workflow will continue without interruption. However, as of December 2018, many of the transition allowances, such as Restricted Licences, will end. The following programs related to pharmacy technician training will also end in December 2018:

- **Pharmacy Examining Board of Canada (PEBC) Evaluating Exam ends December 2018**
- **Selkirk College Bridging Program ends December 2018**

SCPP strongly urges individuals with current experience who would like to be a regulated pharmacy technician in Saskatchewan to complete the PEBC Evaluating Exam and the Selkirk College Bridging Program before the end of the transition period on December 2018. After that time, the only way to become licensed will be to successfully complete a Canadian Council for Accreditation of Pharmacy Programs (CCAPP) accredited program and complete the SPCP Graduate pathway outlined on the last page of this newsletter.

Licensed Pharmacy Technicians will be able to practice independently within a defined scope of practice and have increased mobility between community and hospital, as well as between provinces. Licensing can happen at any time within (or after) the transition period once all requirements have been met.

## Delegation

Delegation of tasks and functions of pharmacists and pharmacy technicians to those who remain unregulated (i.e., assistants) has historically occurred on the basis that licensed members are able to delegate tasks and functions of their practice to others as long as it occurs under the direct supervision of the licensed member. Delegation is to assist the member in providing care to a patient, not to replace care from the pharmacist or pharmacy technician.

As indicated in our soon-to-be-released Licensed Pharmacy Technician Scope of Practice document (under the Pharmacy Technician tab on the SCPP website), pharmacists and pharmacy technicians may delegate certain technical tasks and functions to an unregulated assistant, however, the pharmacist or pharmacy technician must retain overall responsibility for the preparing, compounding, dispensing and selling of drugs. As you will see in the Scope of Practice chart (Appendix A to the Licensed Pharmacy Technician Scope of Practice document) no clinical tasks and functions may be delegated to an assistant.

We are reviewing the application of this scope of practice in public health care institutions and will update members when these decisions are known.

From [The Pharmacy and Pharmacy Disciplines Act](#):

14(2) *Subject to this Act, regulatory bylaws may be made pursuant to section 13 for the following purposes:*

- (u) governing the delegation of functions by a member and prescribing the standards, terms and conditions of that delegation;*
- (bb) prescribing requirements and standards for the operation of a proprietary pharmacy, including, but not limited to:*
  - (i) use and supervision of support persons;*

Unregulated assistants are permitted to provide assistance, as long as control over the stated tasks and functions remains with the pharmacist or pharmacy technician. The pharmacist or pharmacy technician is responsible for the preparing, compounding, dispensing and selling of drugs, but would not be required to perform each task involved in the overall process. An unregulated assistant is permitted to continue to perform those tasks and functions (under supervision) but that they themselves could not supervise and manage the drug distribution system except to the extent specific tasks and functions have been delegated to them.

Effective October 16, 2015, the operative bylaws and standards came into force. The legislation provides further detail on pharmacy technician registration and licensing requirements, and their scope of practice. The bylaws also allow granting restricted licenses during the transition period.

## Transition Options for Pharmacy Assistants

There are a number of options for pharmacy assistants to consider during the transition period. You can:

- choose not to regulate,
- wait to begin pursuing the requirements for regulation,
- pursue regulation while working as a pharmacy assistant,
- apply for a Restricted Licence,

- apply for a Practising Member License with or without conditions, or
- apply for a Practising Member Licence as an out of province candidate.

Please review each option, weighing the benefits and drawbacks against your particular situation and future plans.

Note: ALL individuals who want to become a pharmacy technician will need to complete the applicable pathway, regardless of their prior education. For example, if you were a trained pharmacist in another country, but want to work as a pharmacy technician in Saskatchewan, you will need to successfully complete all the pharmacy technician requirements for regulation.

## Option 1: Choose Not to Regulate

You may decide that pursuing regulation is not right for you. SCPP is not requiring that any person become regulated.

Not becoming regulated means you stay in the role of a pharmacy assistant and require supervision and checking of your work, as you would before licensure. The supervising pharmacist or pharmacy technician is responsible for your actions and will be held responsible for your errors or omissions. As a result, you do not require malpractice insurance and you do not need to take additional training beyond what is required by your employer.

Beyond the transition period, you may be limited should you want to transfer from community to hospital, or hospital to community. Additionally, the needs of your and other pharmacies may change, requiring more pharmacy technicians. Most other provinces have moved to regulating pharmacy technicians. Therefore, if you want to work in another province, positions for pharmacy assistants may be limited.

## Option 2: Wait to Begin Pursuing Requirements for Regulation

You might not be in a position to begin pursuing regulation right now.

Waiting could have a number of outcomes depending on which pathway you are following, how long you wait and the outcome of your modules and exams. Remember that PEBC will only offer the Evaluating Exam until December 2018 and it is only available to write twice a year. If you fail the exam, you can rewrite twice, but need to build in time for rewrites. Selkirk College is also ending their bridging program December 2018.

If you are completing the Non-Graduate pathway (with at least 2000 hours of Canadian pharmacy experience in the last three years), consider that the bridging program through Selkirk College alone has four modules to complete. Due to the class time and coursework required, it is not advisable for those who work full-time to register for more than one module at a time. If you are well-experienced in pharmacy, you may be able to get Prior Learning Assessment & Recognition (PLAR) educational credit for three of the four bridging program modules by writing challenge exams. However, there are no rewrites for these challenge exams. If you fail, you must complete the full module and associated exams. You need to build in time for these contingencies.

If you do not complete the PEBC Evaluating Exam and the bridging modules by the end of 2018, your only option for licensure will be to attend a CCAPP accredited pharmacy technician program. Since Saskatchewan is the last province to regulate, the option to regulate via the bridging program in another province in Canada will not exist. **SCPP strongly recommends you do NOT wait and begin immediately.**

### Option 3: Pursue Regulation while Working as a Pharmacy Assistant

You can be pursuing your requirements for regulation right now, if you haven't already begun.

During the transition period, you can continue working at the same scope of practice you are accustomed to under delegation (see "Delegation" on [page 4](#)). This means that a pharmacist or pharmacy technician can delegate tasks to a pharmacy assistant under direct supervision. These tasks must not be outside the scope of practice of a pharmacy technician. The pharmacist or pharmacy technician takes responsibility for the tasks he delegates to the assistant.

SCPP is opening files for people actively pursuing regulation. Please contact us at [SCPPRegistration.PHARMTECH@saskpharm.ca](mailto:SCPPRegistration.PHARMTECH@saskpharm.ca) so we can begin accepting your documentation.

As you are continuing to work as a pharmacy assistant, there is no requirement for registration or licensing fees, nor do you require malpractice insurance until you are ready to register. Once licensed, like a pharmacist, you will have continuing education credits to complete as part of maintaining your licence.

As in other options, if you do not complete the PEBC Evaluating Exam and the Selkirk College Bridging modules by December 2018, you will need to attend a CCAPP accredited pharmacy technician program if you want to become regulated. Since Saskatchewan is the last province to regulate, the option to regulate via the bridging program in another province in Canada will not exist.

### Option 4: Apply for a Restricted Licence

If your workplace needs you to be working independently on some activities before you meet all requirements of a licensed pharmacy technician, you can apply for a Restricted Licence.

You, your pharmacist supervisor and your Pharmacy Manager/Director of Pharmacy will review a list of competencies that are in the Pharmacy Technician scope of practice and will initial those competencies where you have demonstrated that you are fully trained and capable of independent practice and will take full responsibility.

SCPP Regulatory Bylaws:

*Part D 3.1(a) "...may be registered as a member and be granted a restricted licence to practice as a licensed pharmacy technician where the Registrar is satisfied that such person is competent to perform those functions. The licence will restrict the practice of the licensed pharmacy technician to those functions and within the employment classification, employment title or under the employer as the case may be. After December 31, 2018 the Registrar may revoke the restricted licence if that member has not met the requirements for registration and licensure including providing evidence of holding a Certificate of Qualification from the Pharmacy Examining Board of Canada."*

You will be a practising member with a restricted licence and will be authorized to use the title Pharmacy Technician.

After December 31, 2018, restricted licences will be revoked if candidates have not met the requirements for registration and licensure including providing evidence of holding a Certificate of Qualification from PEBC.

Holding a Restricted Licence means that for the specific competencies initialed on your application, you do not require supervision or your work to be checked.

It is your responsibility to ensure the task is completed correctly and any end product or procedure is safe for the public. You will be held accountable if there is a complaint/harm as a result of your actions. You cannot complete tasks related to the competencies that are not initiated.

**Because you are liable, you must hold malpractice insurance.** For more detail, see the [SCPP Regulatory Bylaws](#), Part F.9.4. under “Legislation” on the SCPP website [www.saskpharm.ca](http://www.saskpharm.ca). A person with a restricted licence is an SCPP member. Therefore applicable registration and licensing fees need to be paid. Like a pharmacist, you will have continuing education credits to complete as part of maintaining your licence. Membership fees for pharmacy technicians are waived for 2015/2016 membership year; however, the registration fee and all applicable applications are required.

## **Option 5: Apply for a Practising Membership (Licence) with or without Conditions**

Once all of the requirements for registration and licensure with the Saskatchewan College of Pharmacy Professionals have been met and all documentation has been submitted to the College office, a candidate may schedule a sitting of the SCPP Jurisprudence Exam. If successful the candidate is then eligible to register as a practising member with all rights and responsibilities of a pharmacy technician including being entitled to use the title “licensed pharmacy technician.”

You will be granted a practicing membership and a licence to practice will be mailed via Canada Post to you. This licence allows you to perform the practices authorized pursuant to section 23 (2) of *The Pharmacy and Pharmacy Disciplines Act* and which practices may be further described by Council from time-to-time in policies, standards and guidelines.

If you have written the PEBC Qualifying Exam and have completed all other requirements for registration (excluding the SCPP Jurisprudence Exam, which would be written once proof of your Certificate of Qualification is received for the PEBC Qualifying Exam), you can apply for a Conditional Practising Membership (Conditional Licence).

The Conditional Licence allows you to work under supervision in the scope of practice of a pharmacy technician until June 30<sup>th</sup> of the year following the completion of the curriculum requirements to become a pharmacy technician or until you provide evidence of holding a Certificate of Qualification from PEBC and have successfully passed the SCPP Jurisprudence exam.

*In this instance only*, supervision can range from “immediate” where the pharmacist or pharmacy technician is present and physically observes and checks each action of the candidate, to “remote” where the pharmacist or pharmacy technician is not present, but is available for consultation, for example via telephone, when required by the candidate. The degree and nature of supervision depends upon the ability of the candidate and familiarity with the pharmacy. If the responsible pharmacist or pharmacy technician is satisfied that the candidate can manage on their own, the candidate may practise alone. A conditional practicing member practising alone is NOT practising independently because another pharmacist or pharmacy technician accepts responsibility for their actions.

The option of applying for a conditional practicing membership will continue after the transition period. Students graduating from a CCAPP accredited institution will be able to apply for a conditional practising membership once the PEBC Qualifying Exam has been written.



## Option 6: Apply for a Practising Member Licence as an Out of Province Pharmacy Technician

If you were a licensed pharmacy technician in another province within Canada, you can apply to become a member in Saskatchewan subject to:

- (a) providing a statement, certificate or other satisfactory evidence that he is a member in good standing in the category of membership being applied for and disclosing whether or not he has been convicted of an offence against any legislation affecting the practice of pharmacy;
- (b) providing evidence that he has participated in, and successfully met the standards set out in the continuing professional development program of that pharmacy provincial regulatory authority;
- (c) successfully completing the jurisprudence exam of the College on the legislation governing the practice of pharmacy in Saskatchewan;
- (d) declaring all other jurisdictions of membership, or licensure and the category of membership or licensure in those jurisdictions;
- (e) providing a recent photograph signed by the applicant and an official from the current provincial regulatory authority;
- (f) meeting the language proficiency requirements as set by Council;
- (g) completing the prescribed forms; and
- (h) paying the prescribed fee(s).

The option of applying for a practising licence for out-of-province practising pharmacy technicians will continue after the transition period.

## Scope of Practice

### Scope

Under authority of the Act and regulatory bylaws of SCPP, the following, taken from the soon-to-be-released Licensed Pharmacy Technician Scope of Practice (May 2015), describes the scope of practice of the pharmacy technician within the context of the roles and responsibilities of pharmacists and pharmacy technicians. Appendix A to the document further outlines their functions and tasks within that scope, and identifies those functions and tasks that can be delegated to an assistant under supervision.

Please see Section 23(2) and Section 14(2) of *The Pharmacy and Pharmacy Disciplines Act*, Part F, Section F.1 of *The Regulatory Bylaws of the Saskatchewan College of Pharmacy Professionals*, and the Licensed Pharmacy Technician Scope of Practice (May 2015) for more detailed information. All documents can be found on the SCPP website at [www.saskpharm.ca](http://www.saskpharm.ca). The Licensed Pharmacy Technician Scope of Practice (May 2015) document will be released shortly.

## Roles and Responsibilities

### Pharmacists

The pharmacist's primary role is to ensure that the prescribed medication is right for the patient. To do this, pharmacists assess the patient, review patient history and medication history, ensure the drug therapy is appropriate (indication, dose, schedule, etc.), provide medication education, and monitor the ongoing therapy. The pharmacist continues to be authorized to conduct all pharmacy technician roles. The pharmacist also continues to be accountable for the overall supervision of pharmacies and the systems that are in place to ensure the safe storage, compounding, packaging and distribution of drugs. Furthermore, the pharmacist continues to be solely responsible and accountable for assessing the appropriateness of drug therapy (both new and continuing) and providing patient education and consultation. A prescription cannot be released to the patient or agent on behalf of the patient without a pharmacist having performed these functions.

### Pharmacy Technicians

The pharmacy technician's primary role is to ensure that prescriptions are filled correctly; e.g. the right medication gets to the patient, related administration and manage inventory. Pharmacy technicians prepare and distribute prescriptions, compound, prepare sterile and non-sterile preparations, check to ensure the correct drug is dispensed, receive verbal prescriptions, copy prescriptions for authorized recipients, transfer prescriptions to, and receive prescriptions from other pharmacies, ensure the integrity and stability of drug product (e.g. expiry date), and are authorized to check and accept responsibility for the work of individuals such as assistants employed in the pharmacy practice setting (e.g. community or institutional pharmacy).

Pharmacy technicians practice in an environment where procedures are in place to ensure the safety and integrity of the dispensing or compounding process (e.g. under the direction of a pharmacist) and a pharmacist is available to ensure the appropriateness of drug therapy and to educate and consult with patients. Pharmacy technicians exercise their professional judgment at all times and are able to recognize when the clinical expertise of the pharmacist is required.

### Pharmacy Assistants

The pharmacy assistant's primary role is to provide support to both the pharmacist and pharmacy technician in carrying out the technical functions of the dispensing or drug distribution process. Pharmacy assistant duties are somewhat similar to that of the pharmacy technician with the exception that an assistant works under the direct supervision of a pharmacist or pharmacy technician and the pharmacy assistant will not be authorized to check the work of any other individuals within the pharmacy practice setting, nor accept accountability for their actions.

## Fees

Please see the fees chart in the [Frequently Asked Questions for Pharmacy Technician Regulation](#) document, which can be found under the Pharmacy Technician tab on the SCPP website at [www.saskpharm.ca](http://www.saskpharm.ca). Please note that membership fees are waived for the membership year ending June 30, 2016.

## Malpractice Insurance

Malpractice insurance is mandatory for a licensed pharmacy technician, but not provided by SCPP. Please review SCPP's [Regulatory Bylaws](#) Part F.9.4. for details on malpractice insurance. The bylaws can be found on the SCPP website under the "Legislation" bar.

## Language Proficiency Requirement

The Saskatchewan College of Pharmacists (SCPP) has adopted the NAPRA language proficiency requirements. Pharmacy technicians will be expected to perform a variety of tasks on a daily basis that require the technician to effectively communicate with patients. In the interests of patient and practice safety, it is imperative that pharmacy technicians meet the minimum language proficiency requirements. Please view the [Pharmacy Technician Language Proficiency – Policy Statement](#) on the SCPP website at [www.saskpharm.ca](http://www.saskpharm.ca) to see a full list of references including the current English proficiency requirements as dictated by NAPRA, 2009.

## Practical Experience

One of the qualifications for registration and licensing as a pharmacy technician with the Saskatchewan College of Pharmacy Professionals (SCPP) is the *“successful completion of an assessment of the applicant’s basic competencies in a direct patient care practice setting approved by the Council”*.

The purpose is to provide soon-to-be-regulated technicians with the opportunity to practice their skill set and demonstrate their competence in a supervised practical environment prior to becoming licensed. These programs are structured such that the pharmacy technician candidate is assessed according to the [National Association of Pharmacy Regulatory Associations \(NAPRA\) competencies](#).

### Getting Started

#### 1. Determine which program to register in:

##### A. Currently In Practice – Structured Practical Skill Assessment (SPSA) Program

Pharmacy assistants who have completed 2000 hours of pharmacy experience in the past three years in Canada are required to apply their academic knowledge and skills in a practical setting through completion of various activities that fall within the pharmacy technician’s scope of practice.

These activities are to be completed in the [Structured Practical Skill Assessment Course \(SPSA\)](#) administered by Saskatchewan Polytechnic.

This course is to be completed over a minimum of 2 weeks and a maximum of 12 weeks. All competencies must be met to the preceptor’s satisfaction in order for the pharmacy technician to successfully complete the course.

#### Prerequisites

- a. Complete 2000 hours of pharmacy experience in the past 3 years in Canada
- b. Successfully complete the PEBC Evaluating Exam  
*(non-CCAPP graduates only)*
- c. Successfully complete the Pharmacy Technician Bridging Program  
*(non-CCAPP graduates only)*
- d. Meet the SCPP language proficiency requirements

B. New to Practice – Structured Practical Training and Assessment Course

One of the qualifications for registration and licensing as a pharmacy technician graduating from a CCAPP-accredited program is the completion of a “total of 560 hours of structured practice experience.”

A pharmacy technician CCAPP-accredited program must include a minimum of 280 hours of practicum/practice experience. These hours may be counted towards partially fulfilling the 560 hours of structured practice experience requirement for licensure **if these hours meet the requirements of the legislation.**

The remainder of the required 560 structured practice experience hours are to be completed in the [Structured Practical Training and Assessment Course \(SPTA\)](#) administered by Saskatchewan Polytechnic.

Prerequisites:

- a. Recent graduate of a CCAPP accredited program
- b. Meet language proficiency requirements

2. **Select Eligible Preceptor and Site:**

A. Preceptor Eligibility

A preceptor for a pharmacy technician candidate must:

- a. Be a pharmacist or pharmacy technician in good standing providing direct patient care in Saskatchewan;
- b. Have been licensed to practice in Saskatchewan for at least one year;
- c. Have no limitations on practice;
- d. The right to be a preceptor has never been revoked or suspended;
- e. Practice in a pharmacy that meets the program’s site criteria; and
- f. Not be in a position of an actual or perceived conflict of interest with the pharmacy technician candidate.

B. Site Criteria

The practice site shall:

- a. Be a community pharmacy or institutional (hospital or Saskatchewan Cancer Agency [SCA]) practice setting in Saskatchewan where dispensing, compounding, and product preparation occurs;
- b. Be the pharmacy technician candidate’s current workplace or a temporary workplace;
- c. Have an eligible pharmacist or pharmacy technician willing to assume the role of preceptor; and
- d. Have the primary preceptor (or appropriate delegate) physically present at the workplace site to directly supervise when the pharmacy technician candidate is undertaking program activities.

C. Conflict of Interest

Preceptors must not have or be perceived by the College to have a conflict of interest or bias in respect of the pharmacy technician.

The existence of any factor (examples include family relationships, financial or business connections) that would be perceived as potentially compromising

an objective, candid and fair assessment of the candidate's competency must be disclosed on the initial application if known at that time, or as soon as the potential conflict or bias is identified.

The disclosure requirement is applicable to both the applicant and the preceptor. Disclosure of the potential conflict of interest or bias will not necessarily preclude the ability of the pharmacy technician candidate to complete the program with that preceptor at that location.

Failure to disclose a potential conflict of interest may result in a decision that the candidate will have to redo the program under another acceptable preceptor and could also result in a refusal to allow the pharmacist or pharmacy technician to act as a preceptor in the future.

### 3. Contact Saskatchewan Polytechnic-Saskatoon Campus

To receive the appropriate application forms, please contact:

Cynthia Bojkovsky, Continuing Education Consultant  
cynthia.bojkovsky@saskpolytech.ca

## SCPP Jurisprudence Exam

With the amendments to our Act and the introduction of a new membership category, SCPP needed to update the jurisprudence exam. The new jurisprudence exam is finalized and ready to be used. All membership candidates, whether pharmacists or pharmacy technicians, will be writing the same exam. While the roles of the two professions may be different, they must each understand the others' scope of practice to work seamlessly together.

SCPP held a workshop to develop a new exam question bank. We then brought in a panel of subject matter experts to validate the questions and conduct the standard setting exercise. This work was facilitated by a psychometrician from Assessment Strategies Inc. (ASI) in Ottawa.

The purpose of the standard setting exercise was to determine a decision rule for identifying candidates who meet minimum standard (pass mark/cut score); for establishing professional standards; for fairness – across groups and time; and for legal defensibility.

The key steps involved for the standard setting process are:

- Identifying/selecting the panelists;
- Defining the minimally qualified candidate;
- Discussing the implications of setting a cut score;
- Determining the method of use;
- Training panelists; and
- Documenting the results.

In defining the minimally qualified candidate, panelists performed an exercise aimed at determining the key characteristics of the minimally qualified pharmacist or pharmacy technician as it relates to jurisprudence. During the exercise, the panelists weighted the minimally qualified pharmacist/pharmacy technician against the list of jurisprudence competencies.

## **Study Material**

The jurisprudence exam focuses on the applicable legislation, both federal and provincial, as well as the Standards, Guidelines and Policy Statements contained in our Pharmacy Reference Manual. The exam is designed to assess competence of understanding and application of the legislated requirements required to practice pharmacy safely.

Once all other requirements for licensure have been met, a membership candidate may request an appointment to sit the exam. At that time, the College will provide a brief study listing of the material that candidates will be responsible to know for the exam.

## **Sitting the Exam**

No materials will be allowed into the testing cubical: the exam is not open book. The testing cubical is monitored by security cameras. The exam is in a computerized format and has a time limit of two hours and consists of 65 multiple choice questions.

Should a candidate be unsuccessful on his or her first attempt at the exam, he or she must wait a minimum of 30 days before a second attempt. This waiting period is meant to provide sufficient time for the candidate to prepare for the exam. If unsuccessful on the second attempt, the candidate will be permitted to write the exam one more time (after 30 days) for a maximum of three times (i.e., the original sitting, a second attempt and a third attempt).

## **Scheduling an Exam Appointment**

Exam appointments can be made by contacting the registration unit at the College by calling 306-584-2292, extension 1. The exam must be taken at the College office in Regina at unit 700 – 4010 Pasqua Street, Regina.

## **Registration**

Once all of the requirements for registration have been submitted to the College and the candidate has passed the jurisprudence exam, the College will send the candidate an email containing a login and password information to register online.

At the time of registration the candidate must provide evidence of holding acceptable malpractice insurance.

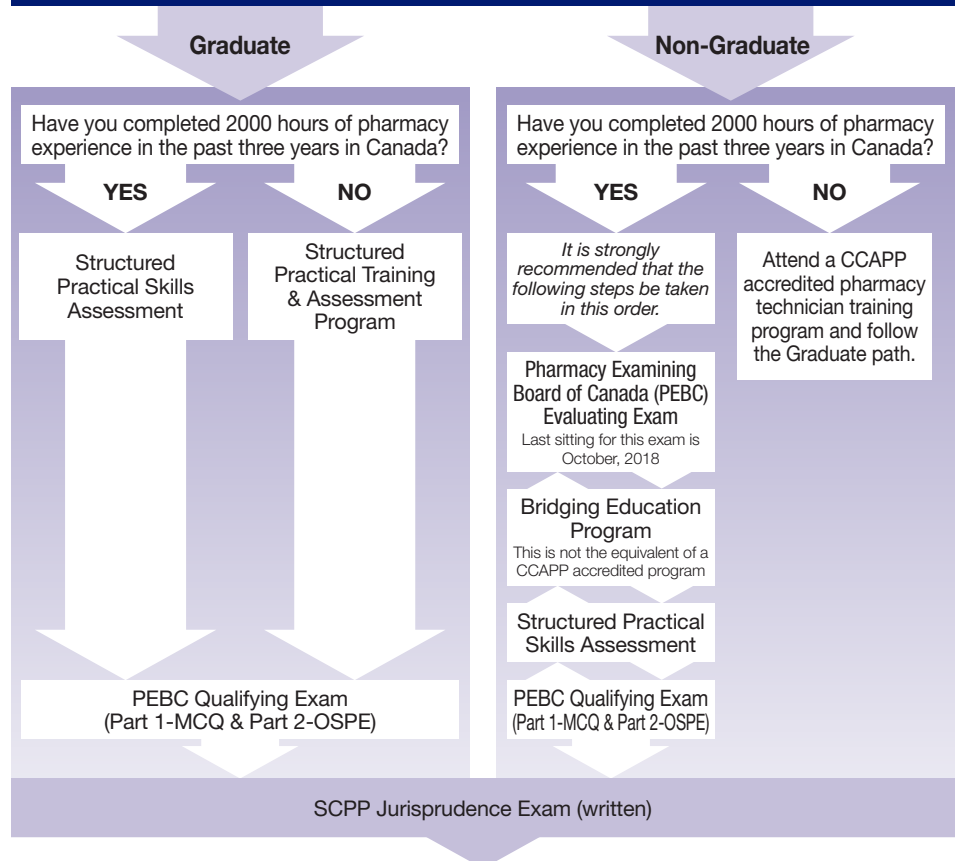
Once all applications and fees are received, the College staff will process the application and will then notify the candidate that the application has been approved and will provide the member number to the new pharmacy technician. Shortly thereafter, the pharmacy technician will receive their licence via Canada Post to display in the workplace.

Congratulations to all who are currently working toward regulation. We look forward to registering our first pharmacy technician candidates!

*Pathway chart next page...*

# Pathway Chart

**Are you a graduate of a CCAPP accredited pharmacy technician training program?**



**CONGRATULATIONS!**

Upon successfully completing your exams, you may now submit your application for registration, membership and licensure with SCPP (must provide evidence of malpractice insurance)