



SASKATCHEWA  
COLLEGE OF  
PHARMACY  
PROFESSIONALS

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Saskatchewan College of Pharmacy Professionals (SCPP)  
**REGISTRATION REQUIREMENTS**  
for  
**OUT-OF-PROVINCE CANDIDATES**

**Practising members registered with  
a provincial or territorial pharmacy  
regulatory authority in Canada**  
refer to SCPP Regulatory Bylaw Part C.4

\* Application for Practising Membership necessitates meeting the  
Malpractice Insurance requirements of  
SCPP Regulatory Bylaw Part E.9.4

Current Bylaws & Legislation at the SCPP homepage at  
<http://saskpharm.ca>

This document contains interpretations of the Bylaws of the  
Saskatchewan College of Pharmacy Professionals  
In the case of conflict between the two documents, the Bylaws will preside.

## Registration Requirements for Out-of-Province Candidates

**\*APPLICANTS ARE TO COMPLY WITH REQUIREMENTS NUMBERED 1 -2, PRIOR TO PROCEEDING WITH THE BALANCE OF THE REQUIREMENTS. THESE GUIDELINES ARE SUBJECT TO THE SCP BYLAWS.**

1. **Letter(s) or Certificate(s) of Good Standing** - Provide Letters or Certificates of Good Standing from all licensing bodies you are currently a member of. The documentation is to be from the Registrar or Secretary of the College's Association, Society, or Board which issued applicant's licence or authority to practise which states:
  - date of birth
  - educational institution, degree achieved and year of graduation
  - that the applicant is currently in good standing as a licensed pharmacist
  - that the applicant is a competent pharmacist of good moral character and has never been convicted of an offence against any statute relating to the practice of pharmacy
2. **Photograph of Applicant** - Submit a recent photograph signed by the applicant, and verified by the Registrar or Secretary of the licensing body that issued applicant's licence.
3. **Prescriptive Authority Requirement** - It is mandatory for all pharmacists to complete Level I Prescriptive Authority training (including Minor Ailment training if practising in a self-care environment) for membership (**Regulatory Bylaw Part K** - <http://scp.in1touch.org/site/legislation?nav=03>). All new registrants must meet these requirements before being granted their initial license to practice. For a pharmacist to be able to prescribe, two training courses **must be** completed. These courses are:
  1. Level I Training Basics; and
  2. Minor Ailments Training.

These courses are currently available **online** through the Continuing Professional Development for Pharmacy Professionals (CPDPP) at the College of Pharmacy and Nutrition, University of Saskatchewan. Please contact them at [www.usask.ca/cpdpp](http://www.usask.ca/cpdpp) to register for the courses.

**NOTE: The examination will not proceed if the SCPP office has not received the original Certification of Standing(s) and formal verification of your identity has been produced. As well, the completion of the two Prescriptive Authority courses must be confirmed by the CPDPP before you can sit the exam.**

4. **Declaration of Canadian Status** - Any person who wishes to become a member must be a Canadian citizen, or permanent resident or legally entitled to work in Canada.
5. **Jurisprudence Examination & Fee** - Successfully complete the jurisprudence examination of the College on ethics and the legislation governing the practice of pharmacy in Saskatchewan. Examinations are held at the College office in Regina upon appointment. The sitting for this **online exam is not open book**.
  - Contact Heather Neirinck or Audrey Solie, Administrative Assistants, to book a sitting time at least 2 weeks in advance of the exam date at [info@saskpharm.ca](mailto:info@saskpharm.ca)
  - Exam Topics to be responsible for include Federal and Provincial Legislation, Reference Manual material, formulary, and privacy information, SCPP Reference documents and Legislation (Bylaws and *The Pharmacy and Pharmacy Disciplines Act*). The **outline of materials to study** may be requested.
  - **Fee of \$304.50** (subject to change July 1, 2017) for exam is payable the day of the exam by MasterCard, Visa or cheque.
  - Exam has a two-hour time limit and is camera-monitored for security purposes.

6. **Malpractice Insurance Requirement** – The candidate is responsible for **obtaining acceptable malpractice insurance which meets the requirements of SCPP Regulatory Bylaws Part E.9.4** (<http://scp.in1touch.org/site/legislation?nav=03>). Malpractice insurance is not available through the SCPP, nor is it included with the SCPP membership/registration. Malpractice insurance is available through membership with the **Pharmacy Association of Saskatchewan** (PAS), the advocacy body for pharmacists in Saskatchewan (**phone: 306-359-7277**) or other insurance provider that meets the SCPP Bylaws.
7. **Language Proficiency** – Based on the NAPRA language requirements found at [http://napra.ca/pages/Licensing\\_Registration/languageproficiencypharmacist.aspx](http://napra.ca/pages/Licensing_Registration/languageproficiencypharmacist.aspx), no language testing is required unless a 'trigger' suggests that a test for English language proficiency is necessary.
8. **Upon successful completion of all requirements, you will be supplied login information to complete your online registration with the Saskatchewan College of Pharmacy Professionals. Within this application you will be:**
- Applying for initial registration with the Saskatchewan College of Pharmacy Professionals
  - Applying for a Practising Membership
  - Declaring your Canadian Citizenship Status
  - Confirming that you have acceptable Malpractice Insurance
  - Confirming you have completed the applicable Prescriptive Authority Training
  - Submitting data for the Canadian Institute of Health Information (CIHI)

Registration Candidate Fees (subject to change April 1, 2017)	* Membership applied for on or after April 1 applies to the 2017-2018 membership year.		
Registration	\$ 735.00	\$ 36.75	<b>\$ 771.75</b>
Practising Membership	\$ 995.00	\$ 49.75	<b>\$1,044.75</b>
			<b>\$1,816.50</b>

**\*\*Membership fee is renewable annually, in advance.**