

PRINCE EDWARD ISLAND *PHARMACY BOARD*

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Member Organization of the National Association of Pharmacy Regulatory Authorities (NAPRA)

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POLICY STATEMENT

Collection, Use and Disclosure of Registration Information

Terms/Definitions

Member - means all pharmacists, certified clerks and pharmacy students registered with the Prince Edward Island Pharmacy Board (PEIPB).

Collection - means the collection of information, personal or otherwise, required by the PEIPB about a member that is needed for them to be registered and to continue to be registered.

Disclosure - means the release of information to an individual, organization, Licensing Body or an information manager who acts on behalf of a Licensing Body or an agency that is not a Licensing Body.

Registration Information - information that is collected about an individual by the PEIPB or an information manager on behalf of the PEIPB that is required for the purpose of registering that individual.

Use - means the use of registration information by the PEIPB or an information manager acting on behalf of the PEIPB, for the purpose of fulfilling the legislated mandate of the PEIPB.

Principles

1. Registration information (member's personal information) is not considered personal and confidential.
2. PEIPB may use registration information for conducting business that it is mandated to perform under provincial and federal legislation.
3. PEIPB may contract the management of registration information to an information manager.
4. The information manager must only collect, use and/or disclose registration information in accordance with rules agreed to by the PEIPB.
5. The disclosure of registration information does not require the consent of the 'member'.
6. A registrant can access registration information on file about himself or herself
7. PEIPB will not sell members lists for commercial purposes without the consent of the member.

Policies

1. PEIPB may collect the following registration information directly from pharmacists or indirectly from other Licensing Bodies:

Demographic Information

Name, date of birth, home address, home telephone number, home fax number, e-mail address, gender, place of birth

Education Information

University degree(s), Institution from which degree(s) was granted, date of graduation, Pharmacy Examining Board of Canada registration number, all other certification in regards to the pharmacy profession

Registration Status

Registration Category, Conditions on practice, competency information, complaint or discipline information, current or past registration with other jurisdiction or other Licensing Bodies

Employment Information

Place of all employment, address of employer, telephone, fax number and e-mail address of employer.

3. The PEIPB may disclose registration information for the following purposes:

- a) Pharmacists professional development and education
- b) Practice based research
- c) Health promotion programs
- d) Populating electronic health systems
- e) Pharmacist workforce planning and management
- f) Confirmation of registration to other Licensing Bodies
- g) Confirmation of registration to Third Party Payers
- h) Confirmation of registration to Medication distribution Centers (wholesalers and manufacturers)
- i) Confirmation of registration to any member of the public or press
- j) Discipline procedures according to legislation in place at the time
- k) Any other purpose mandated by legislation or regulatory necessity

4. The PEIPB may also disclose registration information to:

- a) Another organization contracted to manage registration information for conducting business that the Licensing Body is mandated to perform under provincial legislation
- b) An organization involved in providing the members with communications for the purposes of.
 1. Pharmacist professional development and education
 2. Practice based information
 3. Health Canada Notices
 4. Practice based research
 5. Health promotion programs
- c) Health-related organization for the purpose of populating electronic health systems

4. 1. Consent is not necessary from the pharmacist for disclosure of registration information about pharmacists for the purpose of professional regulation. In all other cases, information released will be limited to **name, registration number, and place of employment.**