



SASKATCHEWAN
COLLEGE OF
PHARMACISTS

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Saskatchewan College of Pharmacists (SCP)

REGISTRATION REQUIREMENTS for INTERNATIONAL PHARMACY GRADUATES (IPG's)

Candidates who are not and/or have not been registered
as practising pharmacists with a provincial or territorial
regulatory authority in Canada
refer to SCP Regulatory Bylaw s. 4(6)

- * Application for Practising Membership necessitates meeting the
Malpractice Insurance requirements of
SCP Regulatory Bylaw s. 5(2) and s. 13(4)

To have a file opened, Candidates are required to contact the
Saskatchewan College of Pharmacists office in person
by phone at 306-584-2292

Bylaws & Legislation are available at the
NAPRA website: <http://napra.ca>
Click on the **SK** (Saskatchewan) link.
Once in the SCP site, select the "Legislation" link.

This document contains interpretations of the Bylaws of the
Saskatchewan College of Pharmacists



Registration Requirements for International Pharmacy Graduates

****APPLICANTS ARE TO COMPLY WITH REQUIREMENTS NUMBERED 1 THROUGH 7, PRIOR TO PROCEEDING WITH THE BALANCE OF THE REQUIREMENTS.***

SUMMARY OF REQUIREMENTS – Subject to Requirements specified below:

- 1) Pharmacy Examining Board of Canada (PEBC) Evaluating Examination Proof
- 2) Language Proficiency Requirements
- 3) Declaration of Jurisdictions of Licensure
- 4) Statement(s) from all Licensing Bodies/Professional Regulatory Authorities (PRAs)
- 5) Photograph of Applicant verified by Licensing Body
- 6) Birth Certificate
- 7) Valid Work Permit/Visa

****Where copies are requested, they must be Originals or Certified True Copies of Originals.***

1. Pharmacy Examining Board of Canada (PEBC) Evaluating Examination / PEBC Qualifying Examination / Certification

PROVIDE evidence of having passed the PEBC Evaluating Examination and/or PEBC Qualifying Examination. **Request that PEBC send the original documentation directly to the Saskatchewan College of Pharmacists office.**

**** With prior approval*** by the Saskatchewan College of Pharmacists, proof of having passed the PEBC Evaluating Examination, along with meeting requirements listed in items numbered 2 through 7, may be acceptable to begin the “**Appraisal Training**” phase.

*** Evidence of holding a Certificate of Qualification from the Pharmacy Examining Board of Canada (PEBC)** must be provided to and approved by the Saskatchewan College of Pharmacists in order for the candidate to proceed to the “**Assessment**” phase.

Please contact the Pharmacy Examining Board (PEBC) office for further information:

Registrar-Treasurer, Pharmacy Examining Board of Canada
717 Church Street, Toronto, Ontario M4W 2M4
1-416-979-2431 Fax: 599-9244 Email: pebccdn@attglobal.net
Website: pebc.ca

2. Language Assessment and Proficiency Requirements

Provide evidence of meeting the SCP language proficiency requirements.

-SCP requires the **original testing report card to come directly from the testing organization.**

Applicants for registration with this College **must provide evidence of meeting the language proficiency requirements** as set by the Council. SCP Council has determined the fluency requirement to be proficiency in the English language as described by NAPRA (National Association of Pharmacy Regulatory Authorities) in their document entitled "*Language Fluency Requirements for Licensure as a Pharmacist in Canada*". Additional information can be obtained from the **NAPRA** Web site. <http://napra.ca>

http://napra.ca/Content_Files/Files/Language_Proficiency_Requirements_for_Licensure_as_a_Pharmacist_in_Canada_Nov2006.pdf

3. Declaration of Jurisdictions of Licensure

Submit a written, signed and dated declaration of all other jurisdictions of membership or licensure, and the category(ies) and dates of membership or licensure in those jurisdictions.

4. Statement(s) from all Licensing Bodies/Professional Regulatory Authorities (PRAs)

SCP requires that **current original** Certifications of Standing for all current and past jurisdictions of licensure be sent directly to the SCP office by the licensing authority(ies). The statement must indicate the following:

The documentation is to be from the Registrar or Secretary of the Pharmaceutical Association(s), Society(ies), or Board(s) which issued applicant's licence or authority to practise which states:

- date of birth;
- college of pharmacy, degree achieved and year of graduation;
- academic qualifications including the educational institution from which the applicant obtained a minimum of a Baccalaureate Degree in Pharmacy and the year of graduation;

- internship time served with a licensed pharmacist in retail pharmacy, hospital pharmacy or pharmacy laboratory;
- that applicant is currently in good standing as a licensed pharmacist;
- that 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;

5. Photograph of Applicant

SCP requires a recent photograph of the candidate to be verified and signed by the Registrar or Secretary of the Pharmacy Regulatory Authority/licensing body, and signed by the candidate.

6. Original Birth Certificate

Submit to the SCP office an original or certified true copy of birth certificate.

7. Valid Work Permit/Visa (original or certified true copy)

A candidate must either be a Canadian citizen, landed immigrant, hold a valid employment visa or valid Canadian work permit.

Submit proof in the form of original or certified true copy of either:

- valid employment visa
- valid Canadian work permit
- landed immigrant status
- Canadian citizenship

NOTE: The candidate must meet all requirements in items numbered 1 through 7 and obtain approval from SCP before proceeding to Appraisal Training (application and fee required).

Prior to proceeding to the Assessment Phase, evidence of holding a Certificate of Qualification from the Pharmacy Examining Board of Canada (PEBC) must be provided to and approved by the Saskatchewan College of Pharmacists.

8. APPRAISAL TRAINING & ASSESSMENT

Having met the requirements outlined above, refer to **A or B**, whichever applies:

- A) If the applicant has been actively practising as a pharmacist outside of Canada, or for a period of 2000 hours or less in the past three years in Canada, he/she must successfully complete a period of appraisal training and assessment (Parts 1 and 2) under the immediate supervision of a pharmacist licensed and practising in Saskatchewan.

Part 1 – APPRAISAL TRAINING

UPON APPROVAL OF ABOVE 7 REQUIREMENTS, the applicant may apply to do a period of appraisal training in a Saskatchewan-permitted pharmacy. It is up to the candidate to secure an appraisal training position. An application form is required to begin the process.

The minimum required time for the training is one month, up to a maximum of two years, and is dependant on the competence of the applicant. The supervising preceptor pharmacist will sign and submit to SCP the document, “Certification of Appraisal Training when he/she feels the candidate meets or exceeds the competency standards.”

- Appraisal Training Application Form

- submit application prior to undertaking an Appraisal Training and fee. Candidate may proceed to training only after approval of application by SCP. The form may be faxed, emailed, or mailed to SCP with payment.

- Submit Appraisal Training Fee

- **\$231.00** (\$220.00 + \$11.00 GST) (subject to change July 1, 2011)

Part 2 – ASSESSMENT

UPON SCP APPROVAL of the Appraisal Training, the applicant may apply for a two-week “Assessment”. SCP will assign a specific pharmacy/assessor, who will determine whether the candidate demonstrates competence based on the competency standards.

- Assessment Application Form

- submit required application form prior to undertaking the Assessment. Candidate will only be able to proceed after approval by SCP.

- Assessment Fee

- **\$729.75** (\$695.00 + \$34.75 GST) (subject to change July 1, 2011)

- ★ It is the role of the assessor to determine whether the candidate demonstrates competence based on the competency standards.

- ★ Assessor to submit Assessment Evaluation form to SCP office for review/approval
 - ★ **Applicant may proceed to the Jurisprudence Exam upon the candidate successfully completing the assessment.**
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B) If the applicant has been actively practising as a pharmacist for a period exceeding 2000 hours in the past three years in Canada (evidence to be provided), he/she must successfully complete an assessment.

Part 2 – ASSESSMENT

SUBSEQUENT TO SCP APPROVAL of the Appraisal Training, the applicant may apply for a two-week “Assessment”. SCP will assign a specific pharmacy/assessor, who will determine whether the candidate demonstrates competence based on the competency standards.

- Assessment Application Form

- submit required application form prior to undertaking the Assessment. Candidate will only be able to proceed after approval by SCP.

- Assessment Fee

- **\$729.75** (\$695.00 + \$34.75 GST) (subject to change July 1, 2011)

- ★ It is the role of the assessor to determine whether the candidate demonstrates competence based on the competency standards.
- ★ Assessor to submit Assessment Evaluation form to SCP office for review/approval
- ★ **Applicant may proceed to the Jurisprudence Exam upon the candidate successfully completing the assessment.**

9. JURISPRUDENCE EXAMINATION

Upon the assessor’s written recommendation, the candidate must undergo an examination on the legislation affecting the practice of pharmacy in Saskatchewan. During the exam the candidate’s communication skills and abilities will be also be assessed.

Examinations are typically held one day each month, with some exceptions. The sitting for this written exam, which is not open book, is held at the **SCP office at 700-4010 Pasqua Street, Regina, Saskatchewan.**

- Contact Pat Guillemin, Administrative Assistant, to set up a sitting time.

- **A study package is available by request from the SCP office.**

- **SCP Reference documents and Legislation (Bylaws and *The Pharmacy Act, 1996*) are available at the SCP homepage at the NAPRA website: <http://napra.ca>**

- Click on the **SK** link once in NAPRA HOMEpage; then select either the “Legislation” link or “Pharmacy Reference Manual” link.

Jurisprudence Examination Fee:

- **\$278.25** (\$265.00 + \$13.25 GST) (subject to change July 1, 2010)

10. DECLARATION OF CANADIAN STATUS

Complete and submit the form, "Declaration of Canadian Status", and submit any required documentation as outlined in that form.

11. APPLICATION FOR REGISTRATION & MEMBERSHIP

Upon completion and approval of the above requirements, submit:

- Application for Registration

* One-time registration fee as long a membership maintained with SCP.

- Fee of **\$745.50** (\$710.00 + \$35.50 GST) (subject to change July 1, 2010)

- Application for Practising Membership

- Fee of **\$735.00** (\$700.00 + \$35.00 GST) (subject to change April 1, 2011)

* Membership fee is renewable annually, in advance

IMPORTANT NOTE: Candidate must meet Malpractice Insurance Requirements (see below) in order to complete the membership and registration with the Saskatchewan College of Pharmacists

12. MALPRACTICE INSURANCE REQUIREMENTS

Upon meeting the requirements of **Section 4 of the SCP Bylaws (see below)** and obtaining "**acceptable malpractice insurance**", the candidate must submit:

- Form 1 – Certificate Acceptable Malpractice Insurance to SCP.

- Proof of valid malpractice insurance

One option for malpractice insurance is through membership in the **Pharmacists' Association of Saskatchewan (PAS)**, the advocacy body for pharmacists in Saskatchewan; ph: **306-359-7277**.

SCP Bylaws Section 13(4)

(4) Malpractice Insurance

(a) in this subsection:

(i) **'acceptable malpractice insurance'** means personal insurance that:

(1) insures a practising member against liability claims relating to the performance, or alleged performance, of professional services.

(2) provides a limit for each claim of a minimum of one million dollars;

(3) is either:

(a) of an 'occurrence type' provided through membership in the Pharmacists' Association of Saskatchewan (formerly the Representative Board of Saskatchewan Pharmacists) from time to time or is reasonably comparable to the insurance provided through membership in the Pharmacists' Association of Saskatchewan (formerly the Representative Board of Saskatchewan Pharmacists); or

(b) of a 'claims made type', in which case it also provides for an extended reporting period providing liability protection for claims made within a minimum period of not less than two years after the practising member ceases to be a practising member; and

(4) has a maximum deductible of \$5,000.00 per claim; and

(5) includes as a term that the College will be notified by the insurer in the event of any cancellation or amendment to the coverage afforded to the practising member thereunder; and

(6) is underwritten by an insurer registered to do business in Saskatchewan.

(ii) **'claims made'** means the malpractice insurance policy responds if it is in place at the time in which a claim for damages or other relief is made against a member;

(ii) **'occurrence'** means that the malpractice insurance policy responds if it was in place at the time in which the incident that is the subject of the professional liability claim occurred;

(iii) **'personal'** means insurance held by the individual member or in respect to which the individual member is a named insured;

(b) subject to the provisions of paragraph (c), every member must hold and continuously maintain acceptable malpractice insurance;

(c) notwithstanding paragraph (b), a member who is a Crown servant, within the meaning of the Treasury Board Policy on the Indemnification of and Legal Assistance for Crown Servants, is not obligated to hold and continuously maintain acceptable malpractice insurance, provided that the member:

(i) at all time restricts his or her practice to the scope of duties and employment as a Crown servant; and

(ii) completes a declaration in a form approved by the Registrar-Treasurer;

(1) declaring that he or she will limit his or her professional pharmacy practice to the scope of duties and employment as a Crown servant; and

(2) confirming the continuing applicability of the Treasury Board Policy on the Indemnification of and Legal Assistance for Crown Servants; and

(3) undertaking to advise the College of any change in the scope of his or her practice, or the status or terms and conditions of Treasury Board Policy on the Indemnification of and Legal Assistance for Crown Servants;

(d) the Registrar-Treasurer shall not grant or renew a licence to practise as a pharmacist until he receives either:

(i) a certificate in the form of Form 1 from the applicant for the licence that the applicant has in place acceptable malpractice insurance; or

(ii) an undertaking from the applicant in a form satisfactory to the Registrar-Treasurer, as well as such evidence of the compliance therewith that the Registrar-Treasurer may request, that satisfies the Registrar-Treasurer that the applicant holds and will continuously maintain acceptable malpractice insurance;

(e) if at any time a member fails to continuously maintain acceptable malpractice insurance or otherwise ceases to be insured pursuant to a policy providing acceptable malpractice insurance the member shall immediately report that fact to the Registrar-Treasurer;

(f) where a member fails to continuously maintain acceptable malpractice insurance or otherwise ceases to be insured pursuant to a policy providing acceptable malpractice insurance as specified in this bylaw, the Registrar-Treasurer shall suspend the member's membership and licence until such time as the Registrar-Treasurer receives satisfactory evidence that the member has obtained and maintains such insurance;

(g) it is professional misconduct for a member to:

(i) provide false or misleading information to the Registrar-Treasurer in connection with the matters contemplated in this Bylaw;

(ii) except in the circumstances described in paragraph (c), practise, or continue to practise, pharmacy without first obtaining, and continuously maintaining, acceptable malpractice insurance;

(iii) breach an undertaking given to the Registrar-Treasurer pursuant to paragraph (d); or

(iv) fail to immediately notify the Registrar-Treasurer if for any reason the member fails to continuously maintain acceptable malpractice insurance or otherwise ceases to be insured pursuant to a policy providing acceptable malpractice insurance or indemnified pursuant to Treasury Board Policy on the Indemnification of and Legal Assistance for Crown Servants.