



**Board Meeting Minutes**  
**Approved September 24, 2010**

**June 18, 2010**

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**Present:**

Randy Konrad, Chair & District 1 Board Member  
John Hope, Vice-Chair & District 6 Board Member  
Bev Harris, District 2 Board Member  
Allan Greene, District 3 Board Member  
Doug Kipp, District 4 Board Member  
Chris Hunter, District 5 Board Member  
Bruce Beley, District 7 Board Member  
Margaret Cleaveley, Board Member  
Penny Denton, Board Member  
Michael MacDougall, Board Member  
John Scholtens, Board Member  
Bal Dhillon, Pharmacy Technician Observer

**Regrets:**

None

**Staff (at various times):**

Marshall Moleschi, Registrar  
Suzanne Solven, Deputy Registrar  
Doreen Leong, Registration and Special Projects Director  
Ashifa Keshavji, Professional Development & Assessment Program Director  
Lori DeCou, Communications Director  
Thomas Strumski, Manager of Finance  
Amanda Yen, Business Analyst (Minute Taker)

**Invited Guests:**

Marnie Mitchell, Chief Executive Officer, BC Pharmacy Association  
Glenda MacDonald, Director, UBC Division of Continuing Pharmacy Professional Development  
Sandi Hutty, Vice-Chair, Quality Assurance Committee (QAC)

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**Vision:** As the medication experts, pharmacists are professionals who apply their full knowledge, skills and abilities to their clinical practice and continue to evolve their scope of practice to provide better healthcare outcomes.

**Mission:** *To ensure British Columbia pharmacists provide safe and effective pharmacy care to help people achieve better health.*

**Our Values:**

- Interactions will be handled ethically with respect and dignity while ensuring confidentiality.
- Integrity, honesty, accountability, transparency and responsiveness in all that we do.
- A culture of collaboration, learning and openness to change.



**1. WELCOME AND CALL TO ORDER**

Chair Konrad called the meeting to order at 9:02 am and stated the College's Mission Statement:

*"To ensure British Columbia pharmacists provide safe and effective pharmacy care to help people achieve better health."*

**2. AGENDA**

**2.1 Consideration of Additions to the Agenda**

Chair Konrad briefly reviewed the Agenda Screening Process with the Board before calling for any additional agenda items.

**DISCUSSION POINTS:**

- It was suggested that item 4.6 Speaking with One Voice (Oath of Office) be moved from the regular agenda to the in-camera session.
- A few Board members expressed that if the topic(s) for discussion pertained to them specifically they would like to discuss the concerns publicly.

**It was moved, seconded that:**

Item 4.6 Speaking with One Voice (Oath of Office) be moved from the regular agenda to the in-camera session.

**The motion was CARRIED**

**Requested recorded vote:**

Board members Doug Kipp and Bev Harris requested that their 'opposed' votes be recorded.

**DISCUSSION POINTS:**

- It was suggested that the in-camera session be re-scheduled from the afternoon to the morning.
- It was suggested that the Registrar and Deputy Registrar participate in the in-camera session.
- A few Board members questioned the need to have the Registrar and Deputy Registrar participate in the in-camera session and suggested that they just be brought in if needed.

**It was moved, seconded that:**

The Registrar and Deputy Registrar participate in the in-camera session.

**The motion was DEFEATED**



**DISCUSSION POINTS:**

- A Board member requested the addition of section 4.7 Expense Policy - Increasing Meal Allowances by 7% due to HST be added to the agenda. (note: subsequently became section 5.6 as a result of moving the in-camera session to the morning and moving the Speaking with One-Voice to the in-camera session).

**2.2 Confirmation of Agenda**

**It was moved, seconded that:**

The agenda be accepted with the noted changes:

- Movement of item 4.6 Speaking with One Voice from the regular agenda to the in-camera session
- Movement of the in-camera session from the afternoon to the morning
- Addition of Expense Policy – Increasing Meal Allowances by 7% due to HST

**The motion was CARRIED**

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| <b>3. IN-CAMERA SESSION</b> |
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The following motion was brought forward from the Board's in-camera session:

**It was moved, seconded and carried that:**

Whereas the Oath of Office states "I will act in the interest of the College as a whole", be it resolved that the Board will not tolerate individual Board members speaking out against policy or direction set by the Board as a whole.

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| <b>4. APPROVAL OF MINUTES</b> |
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**4.1 Approval of Board Minutes April 9, 2010**

**NO DISCUSSION**

**It was moved, seconded that:**

The Board approves the April 9, 2010 Board Meeting Minutes as presented.

**The motion was CARRIED**



## **5. BOARD GOVERNANCE AND DEVELOPMENT**

### **5.1 Board Governance Handbook Updates**

#### **Report on Action item from the January 29<sup>th</sup>, 2010 Board Meeting**

##### ***January 29<sup>th</sup>, 2010 Board Meeting:***

“The Board Chair appoint a task force to review and revise the Board Governance Policies and report back to the Board with their progress at the April 2010 Board meeting”.

- The Board-approved Task Group met via teleconference on Thursday May 13, 2010 to continue the work of updating the Board Governance Handbook and subsequent Board policies. The focus at this meeting was the review of the last set of Board policies which, with a few minor exceptions, is now complete.
- Although the initial expectation was to present a final draft of all the material to the Board at the June 2010 Board meeting for Board input and approval the Task Group has concluded that more time is required to do a final review of this material and to create the final draft documents for presentation to the Board.
- As a result, the Task Group will now bring the final draft documents to the Board for input and approval at the September 2010 Board meeting with the expectation that the new Board Governance Handbook and Policies will be rolled out for Board Orientation in November 2010 which will include any new (appointed or elected) Board members.

##### **DISCUSSION POINTS:**

- It was suggested that the Task Group circulate the draft document for Board review as soon as possible (mid to late August) to ensure that the Board has ample time to prepare for the September 24<sup>th</sup> Board meeting.
- The Board Chair, who sits on the Task Group, offered that the group would do the best they could to accommodate this request but it may be challenging given everyone’s summer schedules.

### **5.2 Financial Health**

#### **(a) Periodic Financial Statements**

- Financial Statements for the period March 1, 2010 to March 31, 2010 were presented to the Board for their information only.

**NO DISCUSSION.**



**(b) Audit Committee Report.**

- The Audit Committee met on Thursday, June 3<sup>rd</sup>, 2010 and reviewed the audited financial statements for fiscal 2009/2010 (March 1, 2009 – February 28, 2010).
- The Registrar and Finance Manager walked the Board through the key areas of the audited financial statements.
- The Board was informed that the audited financial statements, once approved by the Board, would be included in the College's Annual Report and filed with the Ministry (as per legislative requirement) and electronically distributed to all registrants and other key stakeholders.

**DISCUSSION POINTS:**

- A Board member requested more information regarding the PharmaNet income received by the College for the processing of PharmaNet profiles. The Registrar, who reminded the Board that the previous PharmaNet agreement had expired on March 31, 2010, advised the Board that a short-term agreement had been reached with the Ministry for a reduced fee. He also informed the Board that negotiations were ongoing for a longer term agreement and there should be more to report in the coming months. The Board was also reminded that the Audit Committee had been presented with a number of contingency budgets several months ago and had reported back to the Board at that time that they felt confident that the College would be able to adjust should there be any notable change to the budgeted revenue.
- A Board member asked if the College would be making any more changes to accounts as it is difficult to compare year to year if the accounts do not match. It was confirmed that the accounts would remain consistent moving forward.

**It was moved, seconded that:**

The Board approves the audited financial statements for fiscal 2009/2010 as presented.

**The motion was CARRIED**

**(c) Fee Schedule and Philosophy Review.**

**Report on Action item from the April 9<sup>th</sup>, 2010 Board Meeting**

***April 9, 2010 Board Meeting:***

*"The administration comes back to the Board at the June Board meeting with a revised draft of College fees and philosophies that reflect comments made by Board members at this meeting."*

- Due to other work priorities and in light of ongoing negotiations with the Pharmaceutical Services Division of the Ministry of Health Services regarding the processing of PharmaNet profiles, the administration would like to defer this action item to the September 2010 Board meeting.

**NO DISCUSSION**



### **5.3 Board Election Timelines:**

- The Board was presented a timeline for the 2010 Board elections which will be held on Friday October 22, 2010. As per legislation districts 2, 4 and 6 are up for re-election and all public board member terms expire October 1, 2010.
- Key dates for the Board election are as follows:
  - August 6, 2010 – Notice of Election (mailing to all registrants)
  - August 30, 2010 – Nominations Deadline
  - October 20, 2010 – Ballots deadline
  - October 22, 2010 – Election Tally
- With respect to the Public Board member appointments the Board was informed that the College has had initial contact from the Board Resourcing and Development office but no formal appointments or re-appointments have been made at this time.
- It was also confirmed by the Registrar that Public Appointee Board member Michael MacDougall would be coming off the Board as of October 1, 2010 as he has served the maximum three terms.

### **NO DISCUSSION**

### **5.4 Committees:**

- As per the Terms of Reference of the Committees the Board is to approve the recommendation of new committee members and the elected committee chair and vice-chairs as recommended.
- The Board was presented with an updated list of recommended College Committee members and their Chairs and Vice-Chairs for their approval.
- The Board was informed that once approved the updated list will be posted on the College website.

### **DISCUSSION POINTS:**

- A Board member requested an update regarding volunteers for public committee members. It was confirmed by the Registrar that there are still a number of openings for public members and that the College is making every effort to fill these vacant positions.
- As a result of the need for additional Public Appointees to College Committees Public Appointee Board members Michael MacDougall (Quality Assurance Committee) and Penny Denton (Inquiry Committee) volunteered to serve a two-year term on the committees indicated.

### **It was moved, seconded that:**

The Board approves the recommended new committee members and the elected Board Committee Chairs/Vice-Chairs with the additions noted.

**The motion was CARRIED**



## **5.5 Extraordinary General Meeting**

- The Board was informed that the College had received a request calling for the Board to convene an Extraordinary General Meeting. The request meets the criteria set out in the *Health Professions Act Bylaw 30.(5)(b)* and has been accompanied by signatures of at least 10% of full pharmacists.
- In order to meet legislative timelines the College will need to conduct this meeting on or before July 17<sup>th</sup> with notice of the meeting going out 3 weeks earlier.
- Given these constraints a meeting date of Tuesday July 13<sup>th</sup>, 2010 (evening) with notice mailed to registrants on Monday June 21<sup>st</sup>, 2010 was suggested for Board consideration.

### **DISCUSSION POINTS:**

- A Board member asked if any other dates were considered and if a Saturday would be better than a Tuesday. The Chair confirmed that July 13<sup>th</sup> was the first possible date that met the legislative timeline and that one of the challenges with a Saturday was the ability to find a suitable venue given wedding reception bookings.
- A Board member asked if there is a minimum requirement for attendance and was informed that the legislative quorum for an Annual or Extraordinary General Meeting was 25 full pharmacist registrants.
- A Board member asked if the voting at the Extraordinary General Meeting would be by secret ballot and was informed that voting would be consistent with the process used at Annual General Meetings which was by registrant showing of their voting card.
- The Chair reminded the Board that as outlined in legislation a resolution passed at an Annual or Extraordinary General Meeting is not binding on the Board due to the potential for conflict with the Board's overriding duty to serve and protect the public. He also confirmed that as per the Board's regular process the outcome of the meeting would be discussed at the Board's next regularly scheduled Board meeting on September 24<sup>th</sup>, 2010.
- The Chair suggested that Board members make every possible effort to attend the Extraordinary General Meeting.

### **It was moved, seconded that:**

The Board sets Tuesday July 13, 2010 as the date for the required Extraordinary General Meeting with notice to all registrants sent on Monday, June 21<sup>st</sup>.

### **The motion was CARRIED**

## **5.6 Meal Allowances for Board Members and Required Committee Members**

- A Board member suggested that in light of the fact that the increase tax (HST 7%) coming into effect on July 1<sup>st</sup>, 2010 would be applied to meals the meal allowances for Board and Required Committee members should be increased to reflect this.



**DISCUSSION POINTS:**

- A few Board members commented that they felt the increase was minimal and therefore it was not necessary to increase the meal allowance amounts.

**It was moved, seconded that:**

The expense policy for Board and Required Committee members be amended, effective July 1, 2010, to reflect an increase in meal allowances by 7% to offset the HST.

**The motion was CARRIED**

**6. STRATEGIC AND POLICY MATTERS**

**Goal 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the health care needs of the public.*

**Objective 1**

*Develop a model for pharmacy technician regulation, seek government approval on bylaws and integrate into College processes and programs.*

**6.1 Pharmacy Technician Regulation**

- (a) The Registrar provided an update on the action plan in the Board's briefing package.**

**Report on Action item from the January 29<sup>th</sup>, 2010 Board Meeting**

***January 29<sup>th</sup>, 2010 Board Meeting:***

"Board member Chris Hunter, Chair of the Pharmacy Technician Task Group advised the Board that he would meet with the Task Group and report back to the Board with an update on the initiative at the April 2010 Board meeting".

**Pharmacy Technician Observer to the College Board:**

- The Pharmacy Technician Task Group (PTTG) established a process for recommending a Pharmacy Technician observer to the Board which required College staff to provide a shortlist of candidates for the Task Group's consideration.
- Fifteen current pharmacy technicians submitted an application for the Pharmacy Technician Board observer position of which 5 were shortlisted for the Task Group's consideration.
- The PTTG members were asked to select one candidate from the list and Bal Dhillon is the candidate recommended for the Pharmacy Technician Board observer position



- Consistent with the terms of other College Committees, the Pharmacy Technician Board observer may be appointed for a 1-year term or as determined by the Board and reappointed by the Board but may not serve more than three consecutive terms; a Pharmacy Technician observer will be on the Board until such time a pharmacy technician is elected to the Board.
- In light of the number of Pharmacy Technician applications received for the Board observer position, the Task Group also recommended that a Pharmacy Technician observer be appointed, from the list of applications received for the Pharmacy Technician Board observer, to each of the following committees: Discipline, Inquiry, Registration, Quality Assurance, Community Pharmacy Advisory and Hospital Pharmacy Advisory Committees.

Pharmacy Technician Regulation general updates:

- The College held a webinar on pharmacy technician regulation on May 20, 2010 to approximately 450 registered participants; 65% of which were pharmacy technicians and 35% were pharmacists.
- The Webinar is available on the College website for viewing.
- The College is currently working with UBC's Continuing Pharmacy Professional Development (UBC-CPPD) department to deliver the Bridging program.
- The pharmacology module will be offered in person beginning July 14, 2010 and the PLAR challenge exam will be offered on July 10, 2010.
- Other delivery methods (including on-line) as well as the delivery of the three other Bridging Program modules will be announced shortly.
- The next PEBC Qualifying Exam is scheduled for August 28 & 29, 2010.
- The next PEBC Evaluating Exam is scheduled for September 18, 2010
- The Board was assured that the College website is continuously being updated to reflect the most current information.

**DISCUSSION POINTS:**

- A Board member congratulated the College on their Pharmacy Technician presentations delivered at the BC Pharmacy Association's (BCPhA) Annual Conference recently held in Kelowna.

**It was moved, seconded that:**

The Board approves Bal Dhillon as the Pharmacy Technician Observer to the Board for a one-year term commencing immediately.

**The motion was CARRIED**

**It was moved, seconded that:**

The Board approves a Pharmacy Technician Observer be appointed by the Pharmacy Technician Task Group to each of the following committees: Discipline, Inquiry, Registration, Quality Assurance, Community Pharmacy Advisory and Hospital Pharmacy Advisory Committees from the list of applications received for the Pharmacy Technician Board observer position.

**The motion was CARRIED**



**Goal 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the health care needs of the public.*

**Objective 2**

*Develop a model and support associated legislation for ensuring advanced professional practice in a manner that supports pharmacists in the delivery of consultation, cognitive services, medication management, and dispensing services.*

**6.2 Pharmacists' Advanced Professional Practice**

**(a) The Registrar provided an update on the action plan in the Board's briefing package.**

**Adapting Prescriptions:**

- The final report that ties the outcomes of data analysis review/sample documentation review and pharmacist's survey, which was originally scheduled to be completed by May 15, 2010, has been delayed by about 1 month.
- A Monitoring Adapted Prescriptions (MAP) Task Force meeting has been scheduled for June 23, 2010 where a preliminary summary of the report is expected to be shared with the group.

**NO DISCUSSION**

**Administering Injections:**

- College staff has worked with community pharmacy organizations to review new immunization programs for College approval and continues to work with the BC Centre for Disease Control (BCCDC) and the Ministry of Healthy Living and Sport to ensure ongoing access for pharmacists to the BCCDC online immunization program.
- For standardization, on an ongoing basis the College will only allow BCCDC's program for immunization for health professionals to be the acceptable online program; individual organizations may however develop their own workshop component which must be approved by the College.
- The College continues to receive and process qualified pharmacists' applications and grant authorization to administer injections (507 authorized pharmacists as of May 25, 2010).

**NO DISCUSSION**

**(b) Advanced Practice Pharmacist (APP)**

- An Advanced Practice Pharmacist (APP) Task Group has been formed with stakeholder representatives from across the spectrum of pharmacy practice including: Health Authorities (5 reps), community practice (4 reps – two chain and two independents), UBC (1 rep) and the College (2 reps). Representatives were recruited through an open invitation to the Health Authority Advanced Practice



**Board Meeting Minutes**  
**Approved September 24, 2010**

**June 18, 2010**

- Pharmacist Working Group and UBC Faculty of Pharmaceutical Sciences, and through discussions with BCPHA.
- APP Task Group's first meeting was held June 10<sup>th</sup>. Second meeting scheduled for late June.
  - A literature review for national and provincial jurisdictional environmental scans has been completed.
  - A current state for Advanced Practice Pharmacist and future plans analysis across all Canadian jurisdictions is completed.
  - Individual interviews have been conducted with provincial jurisdictional representatives for Alberta, Saskatchewan, Manitoba, Nova Scotia, Newfoundland, New Brunswick, Ontario, Yukon, PEI and Nunavut (unable to arrange with Quebec).
  - A Feasibility Study will be presented to the Board at the September Board Meeting.

**NO DISCUSSION**

**Goal 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the healthcare needs of the public.*

**Objective 3**

*Identify and support initiatives that ensure that the skills of pharmacists and regulated pharmacy technicians are developed in accordance with the scope of practice.*

**6.3 Stream 1: Quality Assurance – PDAP**

- (a) The Registrar provided an update on the action plan in the Board's briefing package.**

**PDAP Program Recommendation from the Quality Assurance Committee (QAC):**

- Sandi Huddy, Vice-Chair QAC presented the committee's recommendation for Professional Development and Assessment Program (PDAP) to the Board.
- The recommendation was formulated based on the findings identified through the comprehensive and collaborative internal and external evaluation of PDAP which took place from 2004 – 2010. (Note: the evaluation also included the feedback and results from the pilot(s) of the Board required continuing education tool referred to as CE-Plus)
- The QAC's recommendation was founded on the following considerations:
  - PDAP must have both a continuing education and assessment component (as per HPA bylaw 54(2))
  - CE-Plus tool tested well as a continuing education tool but both the CE-Plus Task Group and the External Program Evaluators agreed that it is not a valid assessment tool.
  - Each of the current PDAP program assessment tools (Knowledge Assessment Exam, Learning and Practice Portfolio, Practice Audit and OSCE) was proven to be valid assessment tools and there were no



**Board Meeting Minutes**  
**Approved September 24, 2010**

**June 18, 2010**

- alternative tools identified from the global environmental scan that should be considered.
- Previous registrant feedback and results from the current PDAP program must be considered.
  - The QAC recommended the following:
    - Part A – Continuing Education – a continuing education component (similar to the CE-Plus tool) that is based on the Continuous Professional Development (CPD) cycle that will require yearly completion and submission of:
      - 6 Learning Records / Minimum 15 hours
      - Submitted electronically on registration renewal
      - Automated audit for completeness with random manual audits for integrity and feedback
      - Failure to complete (several reminders will be sent) will result in non-renewal of registrant
      - Timeline: First submitted Learning Records required for registration renewal - June 2012 (registrants have a full-year to compile the required records and will be informed of their CE requirements in their annual registration renewal package beginning with the June 2011 renewals)
    - Part B – Assessment – An assessment component that combines best practices as identified from the external evaluation and incorporates feedback from the previous PDAP program:
      - Every registrant, every 10 years
      - 10% per year (random selection)
      - Phase I – KA exam (remediation and/or peer review if unsuccessful)
      - Phase II – KA exam or PA (remediation and/or peer review if unsuccessful)
      - Phase III – KA exam or PA (if unsuccessful refer to Inquiry Committee)
      - Timeline: First registrants randomly selected for Phase I in July 2011 (thereby providing 6-months notice) and are required to sit the KA exam at anytime in the 2012 calendar year.

**DISCUSSION POINTS:**

- A Board member commented that as many complaints received by the College seem to be based on the practitioner's inappropriate execution of their role, rather than lack of knowledge the College should consider incorporating more evidence based approaches to the existing assessment tools. The response offered was that the Knowledge Assessment (KA) exam is designed to not just test therapeutic knowledge but also assess professional judgment and decision making to specifically help address this concern.
- A Board member asked to confirm that PDAP would now require a registrant to participate in both continuing education (CE) and Assessment. The response



**Board Meeting Minutes**  
**Approved September 24, 2010**

**June 18, 2010**

offered was that the *HPA* legislation is very clear on this point and therefore it was not an option for the QAC to recommend a program with only one option.

- A Board member questioned the finding that the CE-Plus tool could not be an assessment tool. The response offered was that the QAC and the CE-Plus Task Group did everything they could to try to find validation to support the CE-Plus tool as an assessment tool but it was not possible. Furthermore, the global environmental scan and the external evaluation came to the same conclusion.
- A Board member asked why the OSCE was no longer offered as an assessment tool. The response offered was that both the substantial cost and low participation rates were the reasons.
- A Board member asked why the LPP was no longer offered as an assessment tool. The reason offered was that the LPP was extremely labour intensive to assess and could not be reasonably done in the time required. Additionally, past participation rates for this tool were very low.
- A Board member asked about the College's relationship with UBC-CPPD in terms of developing programs that support PDAP. The response offered was that the College agrees that this link is very important and is continuing to strengthen the relationship in this regard.
- A Board member expressed concern that the 10-year timeline for assessment was too long. The response offered was that the QAC felt that the addition of annual CE would compensate for the longer timeline for assessment (prior PDAP cycle was every 6 years).
- A Board member expressed concern regarding the understanding and acceptance of the program by registrants and expressed the importance of the College's communications regarding this significant initiative.
- A Board member commented that they felt they needed more time to process the QAC recommendation before making a decision on it.
- In general Board members commented that they felt proper due diligence had been done by the QAC (and acknowledged the work they had done) and that both the internal and external evaluations were thorough and complete.
- It was noted that it was in fact a legislative requirement to have a PDAP program in place and that the College had been operating without a program for over a year.

**It was moved, seconded that:**

The Board approves the QA Committee's recommendation regarding the renewed PDAP program structure and timelines as presented.

**It was moved, seconded that:**

The motion put on the table be referred to the September 2010 Board meeting.

**The motion was DEFEATED**

**It was moved, seconded that:**

The Board approves the QA Committee's recommendation regarding the renewed PDAP program structure and timelines as presented.

**The motion was CARRIED**



**6.4 Stream 2: Quality Assurance – Professional Conduct Review**

- (a) The Registrar provided an update on the action plan in the Board’s briefing package.

**NO REPORT**  
**NO DISCUSSION**

**6.5 Steam 3: Quality Assurance – Quality Outcome Specialists**

- (a) The Registrar provided an update on the action plan in the Board’s briefing package.

**NO REPORT**  
**ACTIONS COMPLETE**

**(b) Proposed PPP-65 Narcotic Counts and Reconciliations**

- In the past, federal narcotic inspectors visited pharmacies every couple of years to conduct audits, keeping pharmacists accountable. However, this process was discontinued approximately 10 years ago.
- Routine inspections conducted by the College, through its quality assurance processes, have identified that many pharmacy managers are not completing regular narcotic counts. As a result, the lack of accountability has the potential to significantly increase the risk of drug diversion.
- Pharmacists have a legislated responsibility to report losses/shortages to Health Canada but cannot do so if counts are not being done.

**DISCUSSION POINTS:**

- A Board member suggested changing the recommended minimum requirement from every six months to every three months.
- It was suggested that the policy be effective October 1, 2010 to allow enough time to communicate the new policy to pharmacies and ensure that pharmacies have completed a baseline count by this date.

**It was moved, seconded that:**

The Board approves PPP-65 with the noted frequency change from six to three months.

**The motion was CARRIED**

**(c) PPP-3 Pharmacy References**

- The number of electronic references that is available has been rapidly increasing as have the questions from pharmacists wondering which electronic references would be acceptable to the College. In an effort to determine what was available and how extensive the information was College staff reviewed the references with input from the Drug and Poison Information Centre and input from suppliers. This led to the development of an updated Required Pharmacy Reference list, which included the



electronic formats and 2 additions to the textbook choices for the Pregnancy and Lactation category.

**DISCUSSION POINTS:**

- It was noted that if [www.lexi.com](http://www.lexi.com) has a dictionary it should also be added to the reference list.

**It was moved, seconded that:**

The Board approves the revised PPP-3 as presented with the understanding that if [www.lexi.com](http://www.lexi.com) has a dictionary it will be added

**The motion was CARRIED**

**(d) Methadone Pharmacies Practice Update**

- The College has been very active responding to practice concerns brought to their attention in the area of methadone maintenance dispensing.
- Summarized for the Boards information are actions completed by the College from 2007 to 2010:
  - College has established collaborative working relationships with stakeholders with the goal to enhance intelligence, sharing of information, effectiveness of managing inappropriate pharmacy practice (cancelling of city business licenses or preventing licensure of pharmacies “of interest”), and joint investigations. Stakeholders include:
    - Medical community
    - City Bylaw and licensing enforcement (Vancouver, Delta, Surrey, Langley, New Westminister)
    - Police (VPD, RCMP, Delta)
    - Pivot Legal Society
    - The Kettle Friendship Society
  - There has been an increase in unannounced inspections of targeted methadone maintenance pharmacies to enforce compliance with federal and provincial legislation and to identify the need for enhanced College presence.
  - Over 200 methadone related pharmacy inspections province wide have taken place over the past 3 years.
  - Over 100 methadone samples have been taken during pharmacy inspections.
  - The Inquiry Committee has suspended four pharmacists’ registrations due to methadone maintenance noncompliance with practice standards.
  - A Discipline Hearing is currently underway with a pharmacist who has been found negligent and incompetent with respect to pharmacy practice standards (methadone-focused pharmacy); the College is seeking removal of registrant from Register.
  - Five pharmacy license suspensions or non-renewals of pharmacies whose primary focus was methadone maintenance dispensing have taken place.
- Bylaw changes have also been enacted to address methadone practice concerns related to methadone dispensing – Patient Choice Bylaw and requirement of a business license for pharmacy licensure.



- The College is currently updating its methadone maintenance guidelines to strengthen audit power and some items will be moved into policy statements.
- The College is recently working with representatives from the Ministry of Healthy Living and Sport to apply for federal grant funds to support ongoing work in this area.

**DISCUSSION POINTS:**

- A Board member commented that stakeholders were mostly from the lower mainland and asked about the rest of the province. The Deputy Registrar commented that the issues tend to be focused in the Vancouver East Side, Whalley area of Surrey, and Abbotsford. Since this is a resource intensive initiative other areas of the province have not received as much attention.

**6.6 Stream 4: Quality Assurance – Registration**

**(a) The Registrar provided an update on the action plan in the Board’s briefing package.**

- The mandatory online pharmacists’ registration renewal process was implemented on April 1, 2010 for May 2010 registration renewals; there was approximately 100% uptake.
- Phone support was provided to all registrants ensuring the process was smooth and efficient.

**NO DISCUSSION**

**Goal 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the healthcare needs of the public.*

**Objective 4**

*Ensure that the College makes an effective transition from the Pharmacists, Pharmacy Operations and Drug Scheduling Act (PPODSA) to the Health Professions Act (HPA) and the Pharmacy Operations and Drug Scheduling Act (PODSA).*

**6.7 Transition to New Legislation**

**(a) The Registrar provided an update on the action plan in the Board’s briefing package.**

- The majority of the requirements transitioning to the HPA have been completed. The only outstanding process involves mapping of the relationships for telepharmacy services and satellite pharmacies to the central pharmacy. The associated technical specifications and revisions to the iMIS membership database would also need to be completed.

**NO DISCUSSION**



**(b) Draft Bylaw Approval**

- The draft *HPA bylaws* primarily inclusive of pharmacy technician regulation were posted for public comment on the College website from March 5, 2010 to April 30, 2010 for a 60-day period.
- A total of 24 individual comments were posted to the bylaws (12 indicating support and 12 addressing concerns). In addition an online petition with approximately 425 anonymous submissions was received.
- All comments received were reviewed in detail with the Ministry of Health Services.
- In general the concerns raised were found to be primarily based on misconceptions and misunderstanding with respect to the actual accountability, responsibility (ie: Scope of Practice) and liability that a regulated pharmacy technician will have under the *HPA bylaws* and those that remain the sole responsibility of the pharmacist.
- Based on the concerns raised minor revisions were made to the draft bylaws to ensure clarity of scope between technicians and pharmacists.
- College staff walked the Board through the final draft bylaws which were inclusive of the minor revisions done by government following their review.
- An additional *HPA bylaw* amendment was put forth for a 14-day public posting period from May 21, 2010 to June 4, 2010, to allow provisions for the Discipline Committee to act under *section 39.1(2) of the HPA*.
- The Ministry of Health Services has indicated that for the transition period for pharmacy technician regulation, the effective date to restrict the title of “pharmacy technician” will be effective January 1, 2011; allowing transitioning of this title in practice as well as for pharmacy technician training programs.

**NO DISCUSSION**

**It was moved, seconded that:**

It be RESOLVED THAT, in accordance with the authority established in section 19(1) of the Health Professions Act and section 21(1) of the Pharmacy Operations and Drug Scheduling Act, and subject to filing with the Minister as required by section 19(3) of the Health Professions Act and section 21(4) of the Pharmacy Operations and Drug Scheduling Act, the board repeal all bylaws made under the Health Professions Act and the Pharmacy Operations and Drug Scheduling Act, and make the bylaws of the College of Pharmacists of British Columbia as attached to this resolution.

**The motion was CARRIED**

**Goal 1**

*The enhanced and expanded care and services that pharmacists and regulated pharmacy technicians deliver are safe and effective and aligned with the healthcare needs of the public.*

**Objective 5**

*Develop a plan to remove non-medicinal nicotine products and complete a review of pharmacy loyalty programs.*



**6.8 Non-medicinal Nicotine Products**

- (a) The Registrar provided an update on the action plan in the Board's briefing package**

**NO REPORT**  
**ACTIONS COMPLETE**

- (b) Report on Action item from the June 12<sup>th</sup>, 2009 Board Meeting**

***June 12<sup>th</sup> 2009 Board Meeting:***

"The Board supports continued work by College staff on the removal of non-medicinal nicotine products from pharmacies".

- The College as part of its continuing work with the coalition of BC Cancer Agency, Heart & Stroke Foundation and BC Lung Association was set to participate in a joint presentation to the Liberal Caucus on May 31, 2010 but unfortunately the government needed to postpone it until the fall.
- The Registrar met with the Minister of Healthy Living and Sport (The Honourable Ida Chong) on June 3, 2010 and the main topic discussed was the College's long standing position on tobacco.

**NO DISCUSSION**

- (c) Pharmacy Loyalty Programs**

- Following direction from the Board at the April 2010 meeting the College reached out to the Ministry of Health Services requesting inclusion into the Stakeholder Engagement Session taking place on April 13, 2010.
- The Ministry informed the College that their participation was not necessary given the agenda for this particular Stakeholder Engagement Session. However, the College would be invited to participate at any subsequent meetings if necessary.

**DISCUSSION POINTS:**

- The Board invited Marnie Mitchell, CEO BC Pharmacy Association (BCPhA) to update the Board as to what had transpired at the Stakeholder Engagement Session on April 13 as she had been in attendance.
- Marnie commented that the Ministry explained that their intention was to disallow loyalty points to be awarded on any portion of a prescription paid for by government. No details or timelines were given.



**Goal 2**

*The College sets standards and conditions to ensure that emerging technologies and changes to pharmacy processes contribute to safe and effective pharmacy care.*

**Objective 1**

*Develop a policy framework to monitor and evaluate pharmacy technologies and practice processes (i.e. guidelines, standards of practice).*

**6.9 Technology**

**(a) The Registrar provided an update on the action plan in the Board's briefing package**

- As per the Board's decision at the January 29, 2010 meeting, this initiative will be delayed with new project timelines to be reviewed at the June 19, 2010 Strategic Planning Session.

**NO REPORT**  
**NO DISCUSSION**

**Goal 3**

*The public, government, healthcare professionals, and registrants understand the role and value of the pharmacist.*

**Objective 1**

*Develop a comprehensive, cost-effective communication strategy by fall 2008.*

**6.10 Communication Strategy**

**(a) The Communications Director provided an update on the action plan in the Board's briefing package.**

**NO REPORT**  
**ACTIONS COMPLETE**

**(b) Report on Action item from the November 20<sup>th</sup>, 2009 Board Meeting**

***November 20<sup>th</sup>, 2009 Board Meeting:***

*"The Board accepts the recommendation to allocate the remaining \$50K from this fiscal and the \$100K for fiscal 2010/2011 towards a joint media public awareness campaign with the Alberta College of Pharmacists".*

- The College is currently working with ACP to develop and implement mechanisms to monitor and evaluate the effectiveness of the campaign against the College's



- strategic goal of ensuring “the public understands the role and value of the pharmacist”.
- Work will begin over the next few months on the development of the new creative for the fall flight of the campaign which is scheduled to begin the week of October 18, 2010.

**NO DISCUSSION**

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| <b>7. CONSENT ITEMS</b> |
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**7.1 Approval of June 18, 2010 Board Highlights**

- The Communications Director presented the Board with the Board Highlights headlines, which were agreed to as presented.

**ACTION:**

- The draft Board Highlights are to be forwarded on Monday June 21, 2010 to the Board Chair for approval prior to distribution to all registrants and posting on the College website.

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| <b>8. EVALUATION FORM</b> |
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- Board meeting evaluation forms were distributed to Board members with any completed forms collected by the Board Chair.

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| <b>9. ADJOURNMENT</b> |
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- The Board meeting adjourned at: 3:22 pm.