



PHARMACY PRE-REVIEW: COVER LETTER

The goal of the Practice Review Program is to ensure consistent delivery of pharmacy services across British Columbia by observing regulated pharmacy professionals in their own practice settings as they perform daily duties. There are two parts of the Practice Review Program: the Pharmacy Review and the Pharmacy Professionals Review. Pharmacy managers play a key role in the delivery of both parts of the program, as they assist with staff scheduling for the Pharmacy Professionals Review and complete the Pharmacy Pre-Review. The Pharmacy Pre-Review will be sent to the pharmacy manager when the pharmacy is scheduled for its review.

Note: please allow approximately 2 hours to complete the entire Pharmacy Pre-Review.

The Pharmacy Pre-Review is an educational tool that assists the pharmacy manager to prepare for the Pharmacy Review. The Pharmacy Pre-Review allows the pharmacy manager to compare their practice and the practice at the pharmacy to the legislation, standards, and expectations for all pharmacies and regulated pharmacy professionals in British Columbia.

The Pharmacy Pre-Review is directly linked to the following legislation and standards: the *Health Professions Act*, *Pharmacy Operations and Drug Scheduling Act*, *Food & Drugs Act Regulations and Bylaws*, *Code of Ethics*, *Professional Practice Policies*, as well as the *Health Care (Consent) and Care Facility (Admission) Act*. The Pharmacy Pre-Review will have the same questions that the Compliance Officers will be evaluating during the Pharmacy Review. If there has been a change in requirements between the pre-review and the Pharmacy Review, the pharmacy will be reviewed using the current standards.

The Pharmacy Pre-Review will:

- engage pharmacy managers and staff in a self-assessment of their practice and pharmacy; and
- identify the strengths and areas of improvement for the pharmacy so that corrective actions (e.g. staffing, educational, physical and professional practice changes) can be made prior to the Pharmacy Review.

A pharmacy manager may find it beneficial to have their staff participate in the Pharmacy Pre-Review. Staff can assist to answer the Pre-Review questions, as well as determine the strengths, good practices and areas for improvement in the pharmacy. If staff do not assist the pharmacy manager in the Pre-Review, it is recommended that the pharmacy manager share the completed Pharmacy Pre-Review



before it is submitted to the College. This way staff can be made aware of all current practices, policies and procedures at their pharmacy.

The completed Pharmacy Pre-Review will provide the Compliance Officer with an understanding of the current practice at that pharmacy. The Compliance Officer will expect to see indicators of good practice for all pre-review questions that were answered as compliant. The Compliance Officer will expect to see corrective changes and ongoing improvements for all pre-review questions that were not answered as compliant. During the Pharmacy Review, the Compliance Officer will confirm the accuracy of the answers submitted in the Pharmacy Pre-Review.