



College of Pharmacists
of British Columbia

Board Resolution Minutes
Sent via email January 14, 2021

The following resolution of the Board of the College of Pharmacists of British Columbia is valid and binding as per section 13(12) of the *Health Professions Act-Bylaws*, and has been signed by the following Board members:

Claire Ishoy, Chair & District 7 Board Member
Steven Hopp, Vice-Chair & District 4 Board Member
Alex Dar Santos, District 1 Board Member
Christine Antler, District 2 Board Member
Andrea Silver, District 3 Board Member
Michael Ortynsky, District 5 Board Member
Anca Cvaci, District 6 Board Member
Bal Dhillon, District 8 Board Member
Tracey Hagkull, Government Appointee
Anne Peterson, Government Appointee
Katie Skelton, Government Appointee
Justin Thind, Government Appointee

Approve the following resolution to file amended bylaws to actualize Pharmacy Operations and Drug Scheduling Act fee changes from the College's 2020/2021 budget:

RESOLVED THAT, in accordance with the authority established in section 21(1)(c.1) of the Pharmacy Operations and Drug Scheduling Act and subject to filing with the Minister as required by section 21(4) of the Pharmacy Operations and Drug Scheduling Act, the Board amend the bylaws of the College of Pharmacists of British Columbia regarding the pharmacy licensure fee schedule to operationalize the College's 2020/2021 budget, as set out in the schedule attached to this resolution.

Appendix	
1	Signed Board Resolution
2	Board Resolution Briefing Note



Resolution of the Board of the College of Pharmacists of British Columbia made in accordance with section 13(12) of the *Health Professions Act* – Bylaws.

Approve the following resolution to file amended bylaws to actualize Pharmacy Operations and Drug Scheduling Act fee changes from the College's 2020/2021 budget:

RESOLVED THAT, in accordance with the authority established in section 21(1)(c.1) of the Pharmacy Operations and Drug Scheduling Act and subject to filing with the Minister as required by section 21(4) of the Pharmacy Operations and Drug Scheduling Act, the Board amend the bylaws of the College of Pharmacists of British Columbia regarding the pharmacy licensure fee schedule to operationalize the College's 2020/2021 budget, as set out in the schedule attached to this resolution.

January 14, 2021

Claire Ishoy, Chair, District 7

Date

January 15, 2021

Steven Hopp, Vice-Chair, District 2

Date

January 21, 2021

Alex Dar Santos, District 1

Date

January 15, 2021

Christine Antler, Chair, District 2

Date

January 14, 2021

Andrea Silver, District 3

Date



Michael Ortynsky

Michael Ortynsky, District 5

January 14, 2021

Date

Anca Cvaci

Anca Cvaci, Vice-Chair, District 6

January 14, 2021

Date

Bal Dhillon

Bal Dhillon, District 8

January 14, 2021

Date

Tracey Hagkull

Tracey Hagkull, Government Appointee

January 14, 2021

Date

Anne Peterson

Anne Peterson, Government Appointee

January 19, 2021

Date

Katie Skelton

Katie Skelton, Government Appointee

January 18, 2021

Date

Justin Thind

Justin Thind, Government Appointee

January 16, 2021

Date



College of Pharmacists
of British Columbia

BOARD MEETING January 14, 2021

Filing of PODSA Fee Amendments

DECISION REQUIRED

Recommended Board Motion:

Approve the following resolution to file amended bylaws to actualize Pharmacy Operations and Drug Scheduling Act fee changes from the College's 2020/2021 budget:

RESOLVED THAT, in accordance with the authority established in section 21(1)(c.1) of the Pharmacy Operations and Drug Scheduling Act and subject to filing with the Minister as required by section 21(4) of the Pharmacy Operations and Drug Scheduling Act, the Board amend the bylaws of the College of Pharmacists of British Columbia regarding the pharmacy licensure fee schedule to operationalize the College's 2020/2021 budget, as set out in the schedule attached to this resolution.

Purpose

To approve amendments to the *Pharmacy Operations and Drug Scheduling Act* ("PODSA") Bylaws Schedule A – Fee Schedule in accordance with the College's 2020/2021 budget (see Appendix 1).

Background

The Board may make bylaws as per section 21(1)(c.1) of PODSA to determine requirements for the fees that must be provided for the purposes of making an application to issue, renew or reinstate a pharmacy licence.

At their September 2020 meeting, the Board approved publicly posting an amended Fee Schedule to actualize PODSA fee increases previously approved as part of the College's 2020/2021 budget. A *Health Professions Act* ("HPA") Fee Schedule and corresponding forms were also approved at that time; however, as these are not required by legislation to be publicly posted, the Board approved filing those HPA documents. See Appendix 2 for the September 2020 Board briefing note regarding the public posting of the PODSA Fee Schedule.

After the September 2020 meeting, the proposed PODSA Fee Schedule was publicly posted for a 90-day period, which ended in December 2020. No comments were received.

Next Steps

Pending Board approval, the PODSA Fee Schedule will be submitted to the Minister of Health for a 60-day filing period. After that period, it will be posted on the College website.

Recommendation

The Legislation Review Committee recommends that the Board approve the PODSA Bylaws Schedule A – Fee Schedule for filing with the Minister of Health.

Appendix	
1	Schedule to the Resolution
2	September 2020 PODSA Fees Board Briefing Note
3	Board Resolution Signature Page

SCHEDULE

The bylaws of the College of Pharmacists of British Columbia made under the authority of the *Pharmacy Operations and Drug Scheduling Act* are amended by repealing and replacing Schedule A- Fee Schedule.

College of Pharmacists of B.C.
FEE SCHEDULE
PODSA Bylaw "Schedule A"

PHARMACY LICENSURE FEES

LICENSURE FEES PHARMACY APPLICATIONS

Community Pharmacy Licence	Annual licence fee.	\$ 2,345.00	\$ 2,474.00
Hospital Pharmacy Licence	Annual licence fee.	\$ 2,345.00	\$ 2,474.00
Pharmacy Education Site Licence	Annual licence fee.	\$ 750.00	\$ 791.00
Telepharmacy	Annual licence fee.	\$ 2,345.00	\$ 2,474.00
Hospital Pharmacy Satellite	Annual fee for each satellite site, to be charged to Hospital Pharmacy.	\$ 750.00	\$ 791.00
Application for New Pharmacy Licence (Community, Hospital and Telepharmacy)	Application valid for up to three years. Includes change of ownership.	\$ 750.00	\$ 791.00
Reinstatement of Pharmacy Licence	For reinstatement of a pharmacy licence that has been expired for 90 days or less.	\$ 750.00	\$ 791.00
Change of direct owner	Annual licence fee + application for new pharmacy	\$ 3,095.00	\$ 3,265.00
Change of indirect owner		\$ 0.00	\$ 0.00
Change of manager		\$ 0.00	\$ 0.00
Change in corporation name		\$ 0.00	\$ 0.00
Change in operating name of the pharmacy		\$ 0.00	\$ 0.00
Change in location of the pharmacy		\$ 750.00	\$ 791.00
Change in layout of the pharmacy		\$ 0.00	\$ 0.00
Criminal Record History (CRH)	*Fee charged by Sterling Talent Solutions (formerly known as BackCheck)	\$ -	\$ -

OTHER FEES

INSPECTION FEE

Inspection Fee: Follow-up site review(s)	Where 3 or more site reviews are required to address deficiencies. From visit 3 onwards, this fee applies for each additional visit.	\$ 1,020.00	\$ 1,076.00
Administrative Fee			\$ 137.00

NOTES:

- 1) Fees are non-refundable.
- 2) Fees are subject to GST.
- 3) Annual renewal notices of pharmacy licensure are sent at least sixty (60) days prior to the expiry date.



College of Pharmacists
of British Columbia

BOARD MEETING September 18, 2020

7. Legislation Review Committee

d) *Pharmacy Operations and Drug Scheduling Act Fee Amendments*

DECISION REQUIRED

Recommended Board Motion:

Approve the following resolution:

RESOLVED THAT, in accordance with the authority established in section 21(8) of the Pharmacy Operations and Drug Scheduling Act, the Board approve the proposed draft bylaws of the College of Pharmacists of British Columbia to amend the Fee Schedule to operationalize the College's 2020/2021 budget, for public posting, as circulated.

Purpose

To approve amendments to the *Pharmacy Operations and Drug Scheduling Act* ("PODSA") Bylaws Schedule A – Fee Schedule in accordance with the College's 2020/2021 budget.

Background

The Board may make bylaws as per section 21(1)(c.1) of PODSA regarding the information and fees that must be provided for the purpose of making an application to issue, renew or reinstate a pharmacy licence. Unlike the *Health Professions Act* ("HPA"), PODSA does not exempt particular bylaws (e.g. fee schedules) from the 90 day public posting period requirement.

The proposed PODSA fee schedule amendments needed to actualize the fee increases previously approved as part of the College's 2020/2021 budget are outlined in Appendix 1. At their February 2020 meeting, the Board approved the 2020/2021 budget which included fee increases in order to meet the needs of the College.

In addition to the amended fee schedule (Appendix 1), corresponding revised forms have also been approved by the Registrar. These forms do not require Board approval or filing with the Ministry of Health.

Discussion

Originally, this package was on the agenda for the Board’s consideration at their April meeting. However, at their April meeting, the Board directed the Registrar to review the impact of COVID-19 on the finances of the College before proceeding with operationalizing the fee increases approved in the 2020/21 budget.

As such, on August 20, 2020, the Audit and Finance Committee met to review the impact of the COVID-19 health pandemic on the 2020/21 budget. That Committee is recommending a fee increase, and this briefing package operationalizes that recommendation (see briefing materials for item five on today’s agenda).

Guiding Question

A key question for the Board to consider is:

- Does the PODSA fee amendment proposal effectively operationalize the Audit and Finance Committee’s recommendation?

Recommendation

The Legislation Review Committee recommends that the Board approve the PODSA Bylaws Schedule A – Fee Schedule for public posting, as circulated.

Next Steps

Once the 90 day public posting period is completed, pending review of any feedback received, the PODSA fee schedule will be brought to the Board at a future meeting for filing approval. It is anticipated that an extraordinary meeting will be established to seek filing approval.

Appendix	
1	Amended Fee Schedule (track changes)



Resolution of the Board of the College of Pharmacists of British Columbia made in accordance with section 13(12) of the *Health Professions Act* – Bylaws.

Approve the following resolution to file amended bylaws to actualize Pharmacy Operations and Drug Scheduling Act fee changes from the College's 2020/2021 budget:

RESOLVED THAT, in accordance with the authority established in section 21(1)(c.1) of the Pharmacy Operations and Drug Scheduling Act and subject to filing with the Minister as required by section 21(4) of the Pharmacy Operations and Drug Scheduling Act, the Board amend the bylaws of the College of Pharmacists of British Columbia regarding the pharmacy licensure fee schedule to operationalize the College's 2020/2021 budget, as set out in the schedule attached to this resolution.

Claire Ishoy, Chair, District 7

Date

Steven Hopp, Vice-Chair, District 4

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Alex Dar Santos, District 1

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Christine Antler, District 2

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Andrea Silver, District 3

Date



Michael Ortynsky, District 5

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Anca Cvaci, District 6

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