



**Board Meeting Minutes**  
**Approved November 19, 2010**

**September 24, 2010**

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**Present:**

Randy Konrad, Chair & District 1 Board Member  
John Hope, Vice-Chair & District 6 Board Member  
Allan Greene, District 3 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, Board (Observer) Member

**Regrets:**

None

**Staff (at various times):**

Marshall Moleschi, Registrar  
Suzanne Solven, Deputy Registrar  
Lori DeCou, Director – Communications  
Doreen Leong, Director – Registration/Special Projects  
Ashifa Keshavji, Director – Professional Development & Assessment Program  
Amanda Yen, Business Analyst (Minute Taker)

**Invited Guests:**

Parkash Ragsdale, Deputy CEO & Director, Professional Services, BC Pharmacy Association  
Glenda MacDonald, Director, UBC Division of Continuing Pharmacy Professional Development

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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 9:05 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."*

- The Chair opened the meeting and acknowledged the two public observers in attendance. He invited the observers to address the Board with any comments they may have. The observers declined the opportunity offered by the Chair.
- The Chair thanked Board member, Mike MacDougall, and acknowledged his completion of the maximum 3 consecutive terms on the College Board. Michael, who joined the Board in 2004, was actively involved in a number of key initiatives throughout his tenure including: the College's transition to the *Health Professions Act (HPA)*, pharmacists expanded scope of practice to adapt prescriptions and administer injections, and pharmacy technician regulation. Michael was also the first government appointee elected to the position of Board Chair and served on the Audit, Discipline and Quality Assurance committees.

**2. AGENDA**

**2.1 Consideration of Additions to the Agenda**

Chair Konrad called for any additional agenda items.

**DISCUSSION POINTS:**

- Guest presentations will be reversed in order due to scheduling conflicts. Item 4.2 b) UBC-CPPD Annual Presentation will change places with 5.2 c) BCPhA Presentation – BC Medication Management Project.
- It was suggested that Item 4.1 be renamed to "Board Governance Handbook and Board Policies Revision" to distinguish between the separate documents.

**2.2 Confirmation of Agenda**

**It was moved, seconded that:**

The agenda be accepted with the noted changes.

**The motion was CARRIED**



### **3. APPROVAL OF MINUTES**

#### **3.1 Approval of Board Minutes June 18, 2010**

##### **NO DISCUSSION**

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

The Board approves the June 18, 2010 Board Meeting Minutes as presented.

**The motion was CARRIED**

### **4. BOARD GOVERNANCE AND DEVELOPMENT**

#### **4.1 Board Governance Handbook and Board Policies Revision**

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 circulated the final draft copies of the revised Board Governance Handbook and Board Policies for Board member input prior to the Board meeting.
- The revised Board Governance Handbook and Board Policies will be rolled out for the Board Orientation in November 2010.

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

- The Board thanked the Task Group and commented on the significance of these documents as they clearly define the roles and responsibilities of all College Board members.
- Board members agreed that these are living documents and will continue to evolve over time. It was noted that an appendix of College acronyms will be added.
- It was suggested that an annual review be scheduled to ensure that the information remains current as these documents will form the foundation for the mandatory annual orientation for new and current Board members.

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

The Board approves the revised Board Governance Handbook and Board Policies as presented.

**The motion was CARRIED**

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

The Board orientation be held on November 18<sup>th</sup>, 2010 for all new and current Board members.

**The motion was CARRIED**



## **4.2 Financial Health**

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

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

#### **DISCUSSION POINTS:**

- The Registrar explained that the College has been able to secure a short-term contract with the Ministry of Health (MOH) regarding the processing of PharmaNet profiles and other PharmaNet support services. Given that the contract will expire in July 2011 the College will enter into negotiations with the Ministry for a renewed contract early in the new year.
- A Board member asked if the expenses associated with Inquiry/Discipline were expected to continue to grow. The Registrar responded that it is likely that this trend will continue due to a combination of an increase in methadone pharmacy practice investigations and the potential for legal fees related to cases brought before the Health Professions Review Board (HBRB).
- The Registrar updated the Board on the status of the College office building envelope. He confirmed that the project is complete, with only a few minor revisions to finalize.

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

The Financial Statements for the period March 1, 2010 to July 31, 2010 be accepted as presented.

**The motion was CARRIED**

### **(b) BCPhA Presentation – BC Medication Management Project**

- Parkash Ragsdale, Deputy CEO & Director, Professional Services, BC Pharmacy Association (BCPhA), presented an overview regarding the BC Medication Management Project to the Board.
- The purpose of the project, which is a collaboration between the BCPhA and the Pharmaceutical Services Division of the BC Ministry of Health Services, is to improve patient care, drug therapy outcomes and sustainability of the healthcare system by having pharmacists provide medication management services in community settings.
- Nearly 300 pharmacists in 120 community pharmacies throughout BC are participating in the project which will run until January 2012
- The information generated will be used to inform future decision-making regarding the operational effectiveness of pharmacists providing medication management services in community pharmacies.



**DISCUSSION POINTS:**

- A Board member commented that they were excited to see staff pharmacists participating in this initiative, however their experience with prescription adaptation was that there was not always enough support from pharmacy management and employers to their staff pharmacists. It was suggested that it would be useful for management and employers to receive updates as the project progresses so they can support their staff pharmacists who are participating.
- A Board member commented that the communications strategy regarding the project should include all stakeholders, including patients. Focus should be put on shifting patient perceptions so they understand that the role of the pharmacist is not simply product preparation, but providing medication management services.
- Overall the Board agreed that it was an exciting initiative and thanked the Association for providing an update to them.

**4.3 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.

**It was moved, seconded that:**

The Board approves the elected Board Committee chair/vice-chair for the Knowledge Assessment Subcommittee as recommended.

**The motion was CARRIED**

**DISCUSSION POINTS:**

- It was noted that the Board needed to have a representative sit on the National Association of Pharmacy Regulatory Authorities (NAPRA) board. Alan Greene was nominated.

**It was moved, seconded that:**

The Board appoints Alan Greene to represent the College of Pharmacists of BC at NAPRA.

**The motion was CARRIED**



#### **4.4 Extraordinary General Meeting (EGM)**

##### **(a) Resolution**

- The College of Pharmacists of BC, as required by legislation, convened an Extraordinary General Meeting (EGM) on July 13th, 2010 to discuss the following resolution brought forward by a petition signed by more than the minimum 10% of registrants required:

Be it resolved that: the Board of the College of Pharmacists reconsider its decision to establish the profession of Regulated Pharmacy Technicians for community pharmacy and instead retain the present legislation concerning support persons working under the supervision of community pharmacists

- 166 full pharmacists attended the EGM. The majority supported the resolution and the resolution was CARRIED.
- The EGM agenda included a brief presentation by the Registrar on the rationale and process of technician regulation followed by the presentation of the resolution and discussion (the discussion lasted for approximately 1 hour having had everyone in attendance who wanted to speak having been given the opportunity to do so).
- Registrants attending the EGM were reminded that although the Board would give careful consideration to the outcome of the resolution, in accordance with legislation, they could not be bound by it due to the potential for conflict with the Board's overriding duty to serve and protect the public.
- As this was the first Board meeting following the EGM, the resolution was brought forward for Board discussion.

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

- Following due consideration of the concerns raised by registrants at the EGM the Board acknowledged that although further clarifying communication and managing change is necessary, the College's long standing initiative to regulate pharmacy technicians will continue.

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

In light of receiving the resolution from the EGM the Board reaffirms its position relative to the commitment to register pharmacy technicians as registrants of the College of Pharmacists of BC.

**The motion was CARRIED**

##### **(b) Resignation of B. Harris and D. Kipp**

- The Board Chair received resignations at the EGM on July 13, 2010 from District 2 Board Member, Beverley Harris and District 4 Board Member, J. Douglas Kipp. Acknowledgement letters were sent.

**NO DISCUSSION**



#### **4.5 Oath of Office – Bal Dhillon**

- Being the first regularly scheduled Board meeting following her appointment on June 18, 2010 to the position of Pharmacy Technician Observer (full participation with no voting authority), Bal Dhillon solemnly affirmed her Oath of Office.
- The Oath, which is a legislative requirement under the *Health Professions Act (HPA)*, ensures that all Board members understand and are committed to their duty to serve the public interest.

#### **NO DISCUSSION**

#### **4.6 Strategic Plan – Next Steps**

- Following the Board's Strategic Planning Session in June the College's updated Strategic Plan was presented to the Board for final approval.
- The noted revisions are:
  - Revised Vision Statement (new)
  - Revised Mission Statement (new)
  - No change to Values
  - No change to any of the Goals
  - Removed Objective 4 from Goal 1 (effective transition to HPA and PODSA)
  - Modified Objective 5 (now Objective 4) from Goal 1 (now focuses exclusively on tobacco)
  - Modified Objective 1, Goal 2
  - Added Objective 2, Goal 2
  - Modified Objective 1, Goal 3
- The Board was informed that once approved the updated Strategic Plan will be posted on the College website.

#### **DISCUSSION POINTS:**

- A minor grammatical error was noted.

#### **ACTION:**

- To accentuate the importance of the College Values and Mission statement it was decided that a new sign, which includes both the values and mission (the current sign only includes the mission statement), be posted in the College office.

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

The Board approves the updated Strategic Plan (2008-2013) with noted grammatical change.

#### **The motion was CARRIED**



#### **4.7 Annual General Meeting**

##### **(a) Resolutions**

- As required by legislation a notice regarding this year's Annual General Meeting (AGM) which will be held on Saturday November 20, 2010 was sent to all registrants. The notice included a resolution submission form and a total of three resolutions were received by the September 21, 2010 deadline.
- The Resolutions Committee is scheduled to meet in the coming weeks to review the resolutions received and provide any suggestions for clarity prior to preparing the resolutions for inclusion in the AGM registration notice which will be sent to all registrants by the middle of October.

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

- A Board member asked if the Board needs to prepare a statement to speak to the resolutions being brought forward at the AGM. The response offered was that given the fact that resolutions are not binding on the Board due to their potential for conflict with the Board's overriding duty to serve and protect the public, the role of the Board at the AGM is to listen to the discussion and collect information to bring back to the Board for consideration.

##### **ACTION:**

- College staff was directed to review each of the resolutions and provide the Board with some background information on each of the resolutions at the November Board meeting.

##### **(b) Volunteer of the Year**

- Each year the College recognizes someone for their dedication and service to the work of the College by awarding them with the Volunteer of the Year award.
- This year 2 candidates, Gordon Eddy and Sandi Hutty were brought forward to the Board for consideration.
- The award is presented at the AGM on November 20, 2010.

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

- The Registrar explained that staff nominates committee members that have made an outstanding contribution and the Board is asked to make the final decision.
- The Board commented that both candidates seemed worthy.
- A Board member suggested both nominees be presented with the award.

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

The recipients of the Volunteer of the Year award for 2010 are Gordon Eddy and Sandi Hutty.

**The motion was CARRIED**





#### **4.8 Board Elections**

- Call for nominations notice was sent to registrants in Districts 2, 4 and 6.
- Nominations received:

District 2 Nominees:

- Amin Bardai
- Betty Chow
- Beverley Harris
- Sammy Lee
- Keith Shaw

District 4 Nominees:

- Erica Gregory
- Doug Kipp
- Frank Strobel

District 6 Nominees:

- John Hope

- Election ballots and nominee biographies were sent to the appropriate electoral districts on Monday, September 13, 2010.
- The deadline for ballots is 5:00pm on October 20, 2010. Ballots will be tallied from 9:00am – 12:00pm on October 22, 2010.
- The Registrar will contact all nominees with election results and invite Board Members-elect to attend the November Board meeting on November 19, 2010 where the Chair will declare the election results.
- Elected Board members commence their term at the start of the Board meeting on November 19, 2010.
- John Hope, District 6, was elected by acclamation.

#### **NO DISCUSSION**

<b>5. STRATEGIC &amp; POLICY MATTERS</b>
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#### **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.*



## **5.1 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**

- The Board approved at the June 18, 2010 meeting a Pharmacy Technician observer be appointed by the Pharmacy Technician Task Group (PTTG) to each of the following committees from the list of applications received for the Pharmacy Technician Board observer. The PTTG appointed the following pharmacy technicians to the respective committees for a one-year term effective July 15, 2010:
  - Yonette Harrod – Inquiry Committee and Registration Committee
  - Bal Dhillon – Discipline Committee
  - Roberta Wiebe – Community Pharmacy Advisory Committee
  - Monica Silva – Quality Assurance Committee
  - Yvonne Dresen – Hospital Pharmacy Advisory Committee
- An intra-provincial meeting of the Provincial Regulatory Authorities (PRAs) was held in Regina on July 5 & 6, 2010 to collaborate on Pharmacy Technician initiatives and discuss common issues to ensure consistency of requirements nationally.
- The College has partnered with UBC's Continuing Pharmacy Professional Development (UBC-CPPD) department to deliver the Pharmacy Technician Bridging program. To date the following modules/exams have been offered:
  - Pharmacology In-class: 6 sessions, 5 different sites across BC
  - Pharmacology PLAR: 1 session
  - Product Preparation In-class: 3 sessions, 3 different sites across BC
  - Product Preparation PLAR: 1 session
  - Drug Distribution : 5 sessions, 5 different sites across BC
  - Drug Distribution PLAR: 1 session
- Online delivery of the modules is anticipated for late fall 2010.
- The PEBC Qualifying Exam was held August 28 & 29, 2010. Forty candidates registered for the OSPE on August 29, 2010 in BC, the results are not yet known. The OSPE will be held twice a year in September and March.
- The PEBC Evaluating Exam was held on September 18, 2010. The PEBC Evaluating Exam will be held twice a year in September and April.
- The Pharmacists Regulation was amended to restrict the title "Pharmacy Technician" effective January 1, 2011. A communications plan is under development to inform registrants, public/private colleges and other stakeholders of this amendment.

#### **DISCUSSION POINTS:**

- The Board was advised that as of today there are approximately 200 pharmacy technicians pre-registered with the College and reminded that the fee structure for pharmacy technicians is two-thirds the pharmacist fees.
- Given that a technician must successfully complete all steps in the regulation process prior to applying to the College for registration, the first technician registrants of the College are not expected until late 2010 or early 2011.



- The Board was informed that the online modules of the Bridging Program, which will be available online in 2011, are not designed as accelerated programs but rather structured with weekly delivery, similar to the in-class offerings.
- The Board discussed whether or not the Pharmacy Technician Task Group needed to meet again to report back to the Board with an evaluation of the progress of pharmacy technicians. Given that an evaluation would be dependent on the availability of having a small critical mass of regulated pharmacy technicians to monitor, it was agreed that more time would be required before measuring progress.

**It was moved, seconded that:**

The Board thank the Pharmacy Technician Task Group for their work on this initiative and disband the committee.

**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.*

**5.2 Pharmacists' Advanced Professional Practice**

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

**Adapting Prescriptions:**

- The MAP Task Force met on June 23, 2010 where an update was provided to the group.
- The MAP Task Force is scheduled to meet again on September 27, 2010 where the agenda will focus on lifting the current restrictions on prescription adaptations.

**NO DISCUSSION**

**Administering Injections:**

- The College has been working with BC Centre for Disease Control (BCCDC) and the Ministry of Healthy Living and Sport to establish a new platform for the BCCDC online self-study immunization program to ensure ongoing access for pharmacists.
- The College continues to receive and process qualified pharmacists' applications and grants authorization to administer injections (655 as of August 12, 2010).
- The Injection Drug Administration Committee (IDAC) is scheduled to meet on September 27, 2010 where the focus of the agenda will be on lifting the current restrictions on administration of injections.

**NO DISCUSSION**



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

- The discussion paper on the “Feasibility of an Advanced Practice Pharmacists Role in British Columbia” was presented.
- Based on the research and discussions undertaken by the Advanced Practice Pharmacist Task Group, the following recommendation(s) are made to the Board of the College of Pharmacists of BC for their consideration.
  - That this report become the basis for further development of a business case and/or discussion paper (white paper) regarding the Advanced Practice Pharmacist role in BC; including criteria for qualification, disqualification and education, stakeholder engagement strategy and change management plan. In particular, the CPBC Board consider leveraging the experience(s) from Alberta’s Prescriptive Authority Program as well as those from the recently announced BC Medication Management Project in any future development of the Advanced Practice Pharmacist role in BC.

**DISCUSSION POINTS:**

- A Board member commented that this situation is very similar to when the original Pharmacy Technician Regulation white paper was introduced.

**It was moved, seconded that:**

The Board accepts the Feasibility Study as presented and its recommendation that it becomes the basis for further development of a business case and discussion paper regarding the Advanced Practice Pharmacist role in BC.

**The motion was CARRIED**

**(c) UBC-CPPD Annual Presentation**

- Glenda MacDonald, Director, UBC Division of Continuing Pharmacy Professional Development (UBC-CPPD), provided an update on the activities and goals of her department over the past year.
- UBC-CPPD aligns its activities with the strategic goals of the College as the College is the primary source of external funding for the department.
- The College partnered with UBC-CPPD to deliver the Pharmacy Technician Bridging Programs. The bridging modules include Pharmacology, Professional Practice, Management of Drug Distribution Systems (MDDS), and Product Preparation. Each module (except Professional Practice) can be challenged through the Prior Learning Assessment and Recognition (PLAR) process.
- Other CPPD programs delivered over the past year include the Annual Continuing Education Units (CEU) Review, Accreditation of Continuing Education (CE) Programs, Canadian Pharmacy Practice Programme (CP3), and Pharmacy Student Continuing Education (CE). UBC-CPPD has partnered with CPhA and BCPhA to deliver Quit Using Inhaled Tobacco (Q.U.I.T).
- Activities in 2010-2011 will focus on developing programs to support Pharmacists in their delivery of clinical services and development of clinical decision making.
- The university will also work more closely with the College’s Professional Development and Assessment Program (PDAP) department to ensure appropriate continuing education courses are available for registrants to fulfill their annual Continuing Education (CE) Component requirements.



**DISCUSSION POINTS:**

- A Board member commented that the presentation clearly answered any questions regarding the value returned for grant money and UBC-CPPD aligned its goals with the College well, offering programs that are very relevant to the College's goals.

**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.*

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

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

- The QAC is currently in the process of establishing committees and working groups in order to develop policies and formalize the details of the PDAP structure and timelines as approved by the Board.
- The communication plan for the renewed PDAP program launch has been drafted and registrants will begin to receive program details in September and throughout the fall.
- The CE component of PDAP is scheduled to launch in June 2011 with the assessment component following in 2012.

**NO DISCUSSION**

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

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

- The College attended Health Regulatory Organizations (HRO) of BC - Health Professions Review Board (HRO-HPRB) sub-group meetings.
- To date, the number of applications for review of CPBC decisions received by HPRB is three.
  - Of these 3, there have been 2 formal requests by HPRB for Records of Investigation to-date:
    - Both were for reviews of Inquiry Committee/Complaint dispositions:
      - one application was withdrawn by complainant
      - one application is going to hearing
    - the third application for review was rejected by HPRB before a formal request was received by CPBC on grounds the application was "bound to fail" (due to unsubstantiated allegations by applicant)
    - no Registration files and no Delayed Investigation files have yet been received by the HPRB



**DISCUSSION POINTS:**

- It was noted that CPBC has been proactive in increasing transparency and streamlining business processes to meet HPRB timelines. Since the transition to the Health Professions Act, the College has met every HPA timeline.
- The Board was advised that the potential liability of having cases brought before the HPRB is significant. Other Colleges who have a number of cases before the HPRB, are experiencing costs which have had to be offset by a number of registrant fee increases.

**(b) Cost Recovery Policy**

- At the last Strategic Planning Meeting in June 2010, the Board requested administration to develop a cost recovery policy for Complaints Resolution.
- The matter of awarding costs or imposing a fine on a registrant is defined in legislation as noted below:
  - **HPA Section 3**  
*(2) If a determination is made under subsection (1), the discipline committee may, by order, do one or more of the following:*
    - (f) fine the respondent in an amount not exceeding the maximum fine established under section 19(1)(w)*
  - **HPA Section 33**  
*(7) If the inquiry committee acts under subsection (6)(b) to (d), it may award costs to the college against the registrant, based on the tariff of costs established under section 19(1)(v.1)*
  - **HPA Section 19**  
*(1.3) A tariff of costs established under subsection (1)(v.1) must not provide for recovery of the remuneration paid to inspectors or members of the inquiry committee*  
*(1.4) A tariff of costs established under subsection (1)(w.1) must not provide for recovery of the remuneration paid to members of the discipline committee.*
  - **HPA Bylaws Schedule E – Tariff of Costs**
- The Board, by approving the Bylaws, has established the “policy” for cost recovery.
- College staff are in the process of developing standard processes to ensure Section 2 of Schedule E Tariff of Costs is considered for each file that is not minor in nature.

**DISCUSSION POINTS:**

- It was agreed that the College staff will incorporate the Tariff of Costs (HPA Bylaws, Schedule E) into its processes by setting up processes to track expenses, review cases regularly, and collect fees on a cost recovery basis, where applicable.



**5.5 Stream 3: Quality Assurance – Quality Outcome Specialists**

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

**NO REPORT**

**NO DISCUSSION**

**(b) Methadone Maintenance Treatment Program**

- The CPBC’s Pharmacy Methadone Maintenance Guide was created in the late 1990s and slightly revised in 2007. A comprehensive review and revision of the document has been initiated to ensure its completeness, logical organization and user-friendly presentation.
- In the process of conducting the guide review, the need for an explicit policy document was identified. Work is underway to prepare a draft Professional Practice Policy statement to ensure that:
  - Patients have access to standardized methadone treatment pharmacy services
  - Pharmacists have up-to-date knowledge and information to meet their patients’ needs
  - Pharmacies have adequate resources and capacity
  - Communities accept and value pharmacies’ methadone treatment programs
- Both the proposed Professional Practice Policy and the revised guide (tentatively re-titled Methadone Maintenance Policy Guide) will be provided to significant stakeholders to obtain their feedback, comments, questions and concerns.
- The proposed Professional Practice Policy will be presented to the board at its November 2010 meeting for review and approval.

**NO DISCUSSION**

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

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

- New Pharmacist Registrants (Mar. 1 – Aug. 12, 2010)
 

○	UBC students	137	
○	MRA/AIT		31
○	Other provinces	11	
○	Outside Canada	54	
○	Return-to-practice		17
	<b>TOTAL</b>		<b>250</b>
- Pharmacy Technicians (Pre-registration applications) (Mar. 1 – Aug. 12, 2010)
 

○	Metro Vancouver	40
○	Fraser Valley	42
○	Vancouver Island	19
○	Kootenay/Okanagan	19
○	Northern BC	10
	<b>TOTAL</b>	<b>130</b>

**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 health care needs of the public.*

**Objective 4**

*Ensure 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).*

**5.7 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 for 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) Ministerial Approval of Regulation and HPA Bylaws**

- Ministerial approval was received on June 29, 2010 for the amendment to the Pharmacists Regulation to restrict the title "pharmacy technician" effective January 1, 2011.
- Ministerial approval was received of the revised bylaws approved by the Board at the June 18, 2010 meeting; indicating that the repeal and replacement of all bylaws of the HPA and PODSA came into force on August 1, 2010.
- It was noted that the final step in the approval process regarding the legislative authority to register pharmacy technicians as registrants of the College of Pharmacists of BC is now complete.
- The updated legislation can be found on the College website.

**NO DISCUSSION**

**(c) Adaptation of NAPRA's Standards of Practice**

- The practice of pharmacy in British Columbia is currently based on the College's Framework of Professional Practice (FPP). This framework describes what BC pharmacists do in their daily work and how they know they are doing it well.
- The FPP was finalized in 2003 and became the foundation for all College programs and services. For example, it was designed to help pharmacists guide their professional development and enhance patient outcomes. The described standards enable the College to use the FPP to assess quality of pharmacy practice (pharmacy site visits, complaints resolution, and assessment program tools), and it provides the basis for current and future practice support initiatives.
- The FPP now requires updating to reflect current practice and progressive scope of practice developments.





- Starting in 2007, steps were taken to update the National Association of Pharmacy Regulatory Authorities (NAPRA) model standards of practice for pharmacists. Representative provincial pharmacy regulatory authorities participated in the process, and the NAPRA board of directors approved an updated Standards of Practice for Canadian Pharmacists in March 2009. Subsequently, all provinces (with the exception of Alberta, Quebec and BC) have adopted and implemented the updated standards.
- With the understanding that ongoing analysis and mapping will be required as scope-of-practice enhancements are implemented, BC's transition to the nationally accepted Standards of Practice for Canadian Pharmacists will result in greater standardization and resource efficiencies for numerous College activities:
  - Guiding pharmacist education, practice and ongoing professional growth
  - Communicating to the public the standards to which BC pharmacists are held
  - Continuing the regulatory framework that guides the college in decisions relating to pharmacist registration, quality assurance programs and complaints resolution

**DISCUSSION POINTS:**

- It was suggested that the College adopts the NAPRA standards for BC and allows a generous timeline for the transition to the new standards of practice as the standards involve critical guidelines for assessing performance and inspecting pharmacies.

**It was moved, seconded that:**

The Board approves in principle the replacement of the existing *Framework of Professional Practice* with the National Association of Pharmacy Regulatory Authorities' (NAPRA's) *Standards of Practice for Canadian Pharmacists* to define pharmacists' professional attributes, expertise and responsibilities and authorizes the establishment of a task group to develop BC-specific adaptations and/or additions for review by the Board at its January 2011 meeting.

**The motion was CARRIED**

**(d) Revision of Code of Ethics Update**

- College staff along with a Board representative have been working on a revision to the College's current Code of Ethics, co-development of a Conflict of Interest document, as well as the establishment of a Patient Relations program.

The Board was provided with the following project status update:

Work completed to date:

- Pharmacists Oath
- Pre-amble to the Code of Ethics
- Code of Ethics
- Model for Decision-Making
- Conflict of Interest standards



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Work in progress:

- Glossary of Terms
- Patient-Relations Program

Work outstanding:

- Development of curriculum for learning modules (includes; Code of Ethics, Conflict of Interest standards and Patient-Relations program)
- Inclusion of pharmacy technicians in all documents
- Consultation with College committees

Final materials are expected to be brought before the Board for approval at the November 2010 Board meeting with roll out to registrants targeted for Spring 2011.

**NO DISCUSSION**

**It was moved, seconded that:**

With the resignation of Board Member Bev Harris, the Board appoints Board Member John Scholtens as the Board representative to the Code of Ethics working group.

**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 5**

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

**5.8 Non-Medicinal Nicotine Products**

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

**NO REPORT**

**NO DISCUSSION**

**(b) Report on Action Item From November 20, 2009 Board Meeting**

- The Registrar met with NDP MLA and Opposition Health Critic Adrian Dix at his constituency office on August 10, 2010. As well as discussing several initiatives in the pharmacy scope of practice, the Registrar took this opportunity to explain the College's position on the sale of non-medicinal nicotine products in retail outlets that have pharmacies. The meeting, which was scheduled for ½ an hour, went well beyond that as the College's messages were received favorably.

**NO DISCUSSION**



**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).*

**5.9 Technology**

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

**NO REPORT**

**NO DISCUSSION**

**Goal 3**

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

**Objective 1**

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

**5.10 Communication Strategy**

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

**NO REPORT**

**NO DISCUSSION**

- (b) Report on Action Item From November 20, 2009 Board Meeting**

***November 20, 2009 Board Meeting:***

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

- The College has had several preliminary meetings with the Alberta College of Pharmacists (ACP) regarding the creative development for the second wave of media (online and radio) scheduled for a 4-week flight late October through mid November 2010.

**NO DISCUSSION**



## 6. CONSENT ITEMS

### 6.1 Drug Schedules Regulations Amendments

- Drug scheduling recommendations have come forward from the federal government and from the National Drug Scheduling Advisory Committee (NDSAC).
- The Board recommends the Drug Schedules Regulation be amended by the:

***Deletion of:***

- 3 Diclofenac diethylamine (in preparations for topical use on the skin in concentrations of not more than 1% diclofenac)
- 3 Diphenhydramine and its salts and preparations (except for parenteral use or for topical use in concentrations of greater than 2%)
- 1 Fluconazole
- 1 Naltrexone and its salts, **and**

***Addition of:***

- 1 Ambrisentan
- 1 Dabigatran and its salts and derivatives
- 3 Diphenhydramine and its salts and preparations (except for parenteral use or for topical use in concentrations of 2% or less when sold in containers of 300 mg or less of diphenhydramine hydrochloride)
- 1 Etravirine and its salts
- 1 Fluconazole (except when sold in a concentration of 150 mg per oral dosage unit as a single dose treatment and indicated for the treatment of vaginal candidiasis)
- 3 Fluconazole (when sold in a concentration of 150 mg per oral dosage unit and indicated for the treatment of vaginal candidiasis, in package sizes containing no more than 150 mg of fluconazole)
- 1 Methoxy polyethylene glycol-epoetin beta
- 1 Naltrexone and its salts and derivatives
- 1 Nelarabine
- 1 Nepafenac
- 1 Nilotinib and its salts
- 1 Panitumumab
- 1 Retapamulin
- 1 Rivaroxaban
- 1 Sitagliptin and its salts
- 2 Sodium picosulphate for oral purgatives, 10 mg per pack (when found in preparations with magnesium oxide 3.5 g and citric acid 12 g)



**DISCUSSION POINTS:**

- The Registrar reminded the Board that once they approve these amendments, they will be forwarded to the Ministry of Health Services (MOHS) for final approval. Upon receipt of final approval of these amendments to the Drug Schedules from the MOHS, the College will ensure that all registrants are informed of them through the regular College communication vehicles. These changes do not come into effect in BC until this step is complete.

**It was moved, seconded that:**

The Board approves the Drug Schedules Regulations Amendments as presented for submission to the Ministry of Health Services (MOHS) for final approval.

**The motion was CARRIED**

**6.2 Approval of September 24, 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 Tuesday September 28, 2010 to the Board Chair for approval prior to distribution to all registrants and posting on the College website.

**7. EVALUATION FORM**

- Board meeting evaluation forms were distributed to Board members with any completed forms collected by the Board Chair.

**8. IN-CAMERA SESSION**

- No motions came out of the Board's in-camera session.

**9. ADJOURNMENT**

- The Board Meeting adjourned at: 2:56 pm.