

2016/17 ANNUAL REPORT

125 Years of Quality Pharmacy



2016/17 ANNUAL REPORT

Welcome

The College of Pharmacists of British Columbia is proud to celebrate 125 years of quality pharmacy in BC!

This Annual Report reflects on the College's work in protecting patient safety in the 2016/2017 fiscal year. It also includes registration and licensure statistics, audited financial statements and information about the departments and committees that assist the College in meeting its mandate to regulate BC's pharmacy profession in the public interest.

The 126th Annual General Meeting will be hosted on Saturday, November 25, 2017 at the Vancouver Marriott Pinnacle Hotel (1128 West Hastings Street, Vancouver).

Highlights

125th Anniversary

The College celebrated 125 years of protecting the public through pharmacy regulation!

A future of pharmacy themed conference was held to mark the occasion which was packed full of accredited pharmacy topics, with learning opportunities stretching from compounding to physical assessment and health technology.

To watch the 125th Anniversary Conference webcast, visit bcpharmacists.org/cpbc125.

DrugSafeBC

2014 and 2015 saw a rapid increase in the number of BC pharmacies robbed by armed criminals looking for highly addictive and dangerous narcotics to sell on BC's streets. Responding to this, the College implemented its DrugSafeBC program which requires all pharmacies in BC to store their narcotic drugs in time-delay safes.

After our DrugSafeBC initiative was put into place, pharmacy robberies declined considerably – there were only 5 pharmacy robberies in 2016, down from 44 in 2015. We are hopeful that this downward trend continues.

To learn more about DrugSafeBC, visit bcpharmacists.org/drugsafebc.

The College also developed minimum security measures for community pharmacies through amendments to the *Pharmacy Operations and Drug Scheduling Act* (PODSA) Bylaws which were approved for filing with the Ministry of Health by the College Board in February 2016.

To learn more about the new security requirements, see [New Pharmacy Security Requirements Now in Effect](#).

Certified Pharmacist Prescriber Initiative

Significant strides were made in the Certified Pharmacist Prescriber Initiative. The College used the Draft Framework to engage with pharmacy professionals, other prescribers and the public on pharmacist's prescribing role in preventing patient harm and increasing access to drug therapy.

After conducting a stakeholder engagement between February and August of 2016 that received more than 11,400 comments, the College Board approved narrowing the scope of the proposal to prescribing within collaborative practice.

Collaborative practice would include interdisciplinary team-based settings where physicians and nurse practitioners continue to be responsible for the diagnosis; and where access to health records and diagnostics, including lab tests, would also be required. Certified Pharmacist Prescribers would also be restricted from dispensing medications they prescribed for a patient.

To learn more about the Certified Pharmacist Prescriber Initiative, visit bcpharmacists.org/certified-pharmacist-prescriber.

Practice Review Program

In November 2016, the College Board approved the implementation of the second phase of the Practice Review Program: Hospital Practice. Following the success of reviews in community practice, the College starts in-person reviews of hospital pharmacies in April 2017.

Like Community Practice Reviews, Hospital Practice Reviews will be conducted cyclically on a multi-year time frame and include both a Pharmacy Review and individual Pharmacy Professionals' Reviews.

To learn more about the Practice Review Program, visit bcpharmacists.org/prp.

Medical Assistance in Dying

On February 6, 2015, the Supreme Court of Canada ruled in *Carter v. Canada* that the federal *Criminal Code* prohibitions on medical assistance in death (MAID) infringe the Charter of Rights and Freedoms, particularly the rights to life, liberty, and security. MAID was to be decriminalized in June 2016, to allow time for both the Federal and Provincial governments to develop a legislative framework along with regulatory authorities and associations to develop corresponding policies and guidelines.

This led to the introduction of Federal legislation, Bill C-14, which decriminalizes medical assistance in dying. Bill C-14 prompted the College to work collaboratively with health regulatory colleges and other stakeholders to update its Code of Ethics; the HPA bylaws for standards of practice in community hospital and residential care pharmacies; as well as create new standards, limits and conditions for MAID, to reflect the legislation changes. The College also introduced guidelines for pharmacists who choose to provide services within the context of MAID.

To learn more about Medical Assistance in Dying, visit bcpharmacists.org/medical-assistance-dying.

Naloxone and the Opioid Overdose Crisis

In 2016, due to a significant increase in drug related overdoses and deaths, BC's Provincial Health Officer declared a public health emergency. This move was unprecedented – BC was the first province to take this kind of action in response to the current drug overdose public health crisis. With the surge in illicit fentanyl partly responsible, the province experienced 931 unintentional overdose deaths in 2016.

In response to the opioid crisis, the College amended the BC's Drug Schedules Regulation twice. First, in February 2016, the College approved rescheduling the narcotic overdose antidote, naloxone, from Schedule I (prescription only) to Schedule II when used for emergency opioid overdoses outside hospitals. This meant that naloxone would be available as an "over the counter" medication for emergency situations.

In recognizing the severity of the opioid crisis, in September 2016, the College's second amendment to the Drug Schedules Regulation made naloxone "unscheduled" when used for opioid emergencies. This allowed naloxone to be made available outside of pharmacies and to be purchased by anyone. As a result of the College's actions, British Columbians can more easily access this life-saving drug.

BC was the first province in Canada to make naloxone available outside of pharmacies.

To learn more about naloxone and the opioid overdose crisis, visit bcpharmacists.org/naloxone.

New Model Standards for Pharmacy Compounding

The National Association of Pharmacy Regulatory Authorities (NAPRA) has been working to develop a series of new model standards for pharmacy compounding. So far, two documents have been released on hazardous and non-hazardous sterile preparations with the third, focused on non-sterile preparations, expected later in 2017. These standards are being implemented across Canada.

In order to inform the College's approach to implementing the new standards, we sought input from pharmacy professionals and developed a Gap Identification Tool to assess the gaps between NAPRA's new model standards and current pharmacy practice.

To learn more about College's plan for implementing NAPRA's new model standards for pharmacy compounding, visit bcpharmacists.org/compounding.

Moving Forward With a College Name Change

The College Board made the decision to pursue officially changing the name of the College of Pharmacists of British Columbia to the College of Pharmacy of British Columbia. Changing the name of the College would require a regulation change under the *Health Professions Act*.

The Board reviewed the feedback received through the College Name Change Engagement. The College received over 1,500 responses to the online survey used to collect feedback. The College Name Change – Results of Online Engagement Report, which summarized the results of the feedback, was shared with the College Board. The majority of feedback to the College's Name Change Engagement suggested that the College should consider changing its name to better reflect the College's role in regulating both pharmacy technicians and pharmacists in BC.

An official name change can take considerable time to implement as it requires formal consideration by the Minister of Health. In light of this, it's hard to predict the timing of when the change could take effect.

New Requirements for Pharmacy Ownership Coming Soon

In May 2016, the Provincial Government approved amendments to the *Pharmacy Operations and Drug Scheduling Act*. These changes permit the College to know the identity of all pharmacy owners, determine their suitability for pharmacy ownership and to hold them accountable for providing safe and effective care by ensuring their pharmacies are compliant with legislative requirements for pharmacies in BC. The new requirements are planned to come into effect on March 1, 2018.

To learn more about the new requirements for pharmacy ownership, visit bcpharmacists.org/ownership.

Vision, Mission and Values

Vision

Better health through excellence in pharmacy.

Mission

The College regulates the pharmacy profession in the public interest. We set and enforce standards and promote best practices for the delivery of pharmacy care in British Columbia.

Values

The College of Pharmacists of British Columbia's activities and decisions are based on the following values:

- Being professional and ethical
- Providing quality service
- Building quality relationships
- A culture of excellence

2016/2017 Annual Report

All statistical information, Board and committee member listings reported in this 2016/17 Annual Report are as of fiscal year end February 28, 2017.

Chair's Message



Dear Colleagues,

I am honoured to serve as the new Board Chair for the College of Pharmacists of BC effective November 2016. Some of you may recognize me from previously holding both Board Chair and Vice-Chair positions. I would first like to thank the outgoing Board Chair and District 4 Representative, Blake Reynolds, for his work leading the Board over the past year.

The Board welcomed a new District 4 – Kootenay/Okanagan Representative, Chris Szeman at the November Board meeting. Chris is a pharmacy manager in Vernon with over 19 years of experience. We appreciate his insight and perspective and look forward to working with him.

The College has been hard at work this year. From introducing guidelines for pharmacists who choose to provide services within the context of Medical Assistance in Dying (MAID); unscheduling naloxone in response to BC's growing opioid crisis; to celebrating the College's 125th anniversary, the College Board and Staff continue to make significant strides toward the provision of quality pharmacy care in BC.

The Board also approved the implementation of the second phase of the Practice Review Program in Hospital Pharmacy settings at its November meeting. Originally introduced in community practice in February 2015, the Practice Review Program has been a success, with most pharmacy professionals reporting a positive impact on their practice and increased familiarity with the College's bylaws and policies. Expanding the program into hospital practice settings will allow us to continue to engage with great pharmacists and pharmacy technicians across the province.

Lastly, I would like to thank the many dedicated pharmacists, pharmacy technicians, and public representatives who volunteer their time on the College's many committees. Committees are an invaluable part of the College's processes, helping to steer both organizational and legislative efforts. Thank you for your commitment to the pharmacy profession.

On behalf of the Board, I present the College of Pharmacists of BC's 2016/17 Annual Report.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anar Dossa', written over a horizontal line.

Anar Dossa, *Chair*

Registrar's Message



It's been an honour and a privilege to serve as your Registrar for the 2016/2017 fiscal year.

The College celebrated its 125th anniversary this year! This has given us reason to reflect on how much the practice of pharmacy has changed over the years and how our role as society's drug therapy experts continues to evolve.

We started as a regulator of pharmacy in 1891. In our first 36 years we only registered 525 pharmacists. We now have 1312 pharmacies, 5853 pharmacists and 1416 pharmacy technicians caring for patients throughout BC.

As a self-governing profession, we bring our unique perspective and expertise to governing BC's pharmacy profession in the public interest.

It truly is a privilege to have been granted this responsibility and we take it very seriously.

[The past year's been busy. BC's opioid crisis is more severe now than it's ever been, and it's only continuing to escalate.](#) In 2016, the Province experienced 916 unintentional overdose deaths from illicit drugs in British Columbia, an average of about 2 people per day. This marks an alarming increase from the 397 deaths that occurred during the same period in 2015. Approximately 60% of these deaths were linked to the opioid-based pain killer fentanyl. This explosion in opioid related overdose deaths was declared a public health emergency in April 2016.

In order to combat the significant increase of opioid-related deaths and increase access to naloxone in BC, the College amended BC's Drug Schedules Regulation to un-schedule naloxone, making it available for purchase anywhere by anyone. As a result, BC became the first province in Canada to make non-prescription naloxone available outside of pharmacies. [If you haven't seen the College's resources, and watched the Naloxone Training Webinar already, I encourage you to do so this year.](#)

The previous few years saw a rapid increase in the number of BC pharmacies robbed by armed criminals looking for dangerous narcotics such as fentanyl to sell on BC's streets. After hearing concerns brought forward by the Vancouver Police Department, the College embarked on a multi-year effort to improve community pharmacy security. This began with the DrugSafeBC program which requires all BC pharmacies to store their narcotics in time-delay safe. The program was a huge success. In 2016, there were only 5 recorded robberies down from 41 the year before.

In February, the Supreme Court of Canada ruled that competent adults who have enduring, intolerable suffering and whom consent to ending their lives can access Medical Assistance in Dying (MAID) on a case-by-case basis. This led to the introduction of Bill C-14, which specifically recognizes the essential role of pharmacists in the MAID process, exempting them from Criminal Code provisions when participating in MAID. This prompted the College to update its Code of Ethics; the HPA bylaws for standards of practice in community, hospital and residential care pharmacies; as well as the standards, limits and conditions on MAID to reflect the legislation. [The College also introduced guidelines for pharmacists who choose to provide services within the context of MAID.](#) We also updated our [Code of Ethics](#) to better support contentious objection while ensuring patients can receive the care they need.

Registrar's Message

These are significant and historic changes that will have a lasting impact for patients, pharmacists and other healthcare professions.

And finally, after multiple consultation and Joint Application Design sessions with hospital pharmacy stakeholders and subject matter experts, the College Board approved the implementation of the Practice Review Program in Hospital Practice.

I've been very pleased with the College's progress this past year. We've served the public well through continuing to advance in how we care for patients. I can only imagine how much pharmacy practice will continue to evolve over the next 125 years.

With respect,



Bob Nakagawa, Registrar

Commitment to Cultural Safety and Humility

The College of Pharmacists of BC pledges its commitment to making our health system more culturally safe for First Nations and Aboriginal people.

The College believes that cultural safety and humility are vital for the provision of fair and equal health services, as well as the creation of a healthcare environment free of racism and discrimination, where individuals feel safe and respected.

Learn more about the College's commitment to improving BC pharmacy professionals' work with First Nations and Aboriginal People and the [*Declaration of Cultural Safety and Humility in Health Services Delivery for First Nations and Aboriginal Peoples in BC*](#) by visiting bcpharmacists.org/humility.

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Board



Anar Dossa, *Chair*
District 6
Urban Hospitals



Mona Kwong, *Vice-Chair*
District 1
Metropolitan Vancouver



Ming Chang
District 2
Fraser Valley



Tara Oxford
District 3
Vancouver Island/Coastal



Christopher Szeman
District 4
Kootenay/Okanagan



Frank Lucarelli
District 5
Northern BC



Arden Barry
District 7
Community Hospitals



Sorell Wellon
District 8
Pharmacy Technicians



Kris Gustavson
Government Appointee



Norman Embree
Government Appointee



Jeremy Walden
Government Appointee



George Walton
Government Appointee

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Governance

The College of Pharmacists of BC regulates the pharmacy profession by registering pharmacy professionals and licensing the pharmacies in British Columbia where they work. The College receives its authority from the government of BC through the *Health Professions Act* (HPA) and the *Pharmacy Operations and Drug Scheduling Act* (PODSA).

The College Board is the elected and appointed body that leads the organization. In fiscal year 2016/2017, the Board consisted of seven elected pharmacists, one elected pharmacy technician and four government appointees.

The Board governs the College to ensure that it fulfils its legislative mandate, mission and vision in an efficient and effective manner. The Board also ensures that the College is accountable to the general public for competent, conscientious and effective pharmacy practice.

In addition to the College Registrar and staff, the Board utilizes a number of committees, which consist of College registrants and public members. College committees work to achieve their identified goals and objectives, and each committee Chair reports to the Board on an annual basis.

Prior to taking office, all elected and publicly appointed Board members must take and sign an Oath of Office acknowledging their understanding and commitment to the Colleges duty to serve and protect the public.

Oath of Office

I do swear or solemnly affirm that:

- I will abide by the *Health Professions Act* and I will faithfully discharge the duties of the position, according to the best of my ability;
- I will act in accordance with the law and the public trust placed in me;
- I will act in the interests of the College as a whole;
- I will uphold the objects of the College and ensure that I am guided by the public interest in the performance of my duties;
- I have a duty to act honestly;
- I will declare any private interests relating to my public duties and take steps to resolve any conflicts arising in a way that protects the public interest;
- I will ensure that other memberships, directorships, voluntary or paid positions or affiliations remain distinct from work undertaken in the course of performing my duty as a Board member.

Governance

Audit and Finance Committee

Mandate

To provide recommendations to the Board relating to the annual audit and financial management of the College

Membership

George Walton (Chair)
Norm Embree (Vice-Chair)
Mona Kwong (Vice-Chair – Effective January 13, 2017)
Bob Nakagawa (staff resource)
Mary O’Callaghan (staff resource)
Anar Dossa
Blake Reynolds

Number of Meetings: 5

Governance Committee

Mandate

To provide recommendations to the Board on matters relating to Board Governance.

Membership

Norm Embree (Chair)
Anar Dossa (Vice-Chair)
David Pavan (staff resource)
Mona Kwong
George Walton

Number of Meetings: 4

Legislation Review Committee

Mandate

To provide recommendations to the Board and the Registrar on matters relating to pharmacy legislation and policy review.

Membership

Jeremy Walden (Chair)
Christine Paramonczyk (staff resource)
Anar Dossa
Mona Kwong
Sorell Wellon

Number of Meetings: 9

Practice Review Program

The Practice Review Program is an in-person review of a pharmacy professional's practice and the pharmacy where they work. The program aims to protect public safety by improving compliance with College Bylaws and Professional Practice Policies and ensuring consistent delivery of pharmacy services across BC.

Under the Practice Review Program, every pharmacy and pharmacy professional in BC will be reviewed to ensure they meet College standards. The Program's multi-year time frame allows for all pharmacies and pharmacy professionals currently practising in BC to be reviewed on a cyclical basis.

The College implemented the Practice Review Program in community pharmacy in February 2015 and recently expanded it to include hospital pharmacies, with the first hospital reviews taking place in April 2017.

The Practice Review Program is split into two components: the Pharmacy Review and the Pharmacy Professionals Review. The Pharmacy Review is built upon the College's previous inspection process and focuses on legislated physical requirements of the pharmacy. The Pharmacy Professionals Review is the individual review of a pharmacy professional's practice.

The focus areas for the Pharmacy Professionals Review were identified as having the most impact on patient safety in both community and hospital pharmacy practice settings. As pharmacy practice evolves and the Practice Review Program progresses, the focus areas may change based on the College Board's direction.

Reviews are conducted by a team of Compliance Officers who are all registered pharmacy professionals employed by the College. Compliance Officers record and document areas of compliance and non-compliance while observing pharmacy professionals throughout the review process.

To learn more about the Practice Review Program visit bcpharmacists.org/prp.

Practice Review Program

Practice Review Committee

Mandate

To monitor standards of practice to enhance the quality of pharmacy care for British Columbians.

Membership

Mike Ortynsky (Chair)
Aleisha Enemark (Vice-Chair)
Ashifa Keshavji (staff resource)
Patrick Chai
Kate Cockerill
Sean Gorman
Kris Gustavson
Joanne Konnert
Fady Moussa
Alison Rhodes
Helen Singh
Perry Tompkins (Resigned in May 2016)

Number of Meetings: 5

Registration and Licensure

All pharmacists and pharmacy technicians in British Columbia must register with the College in order to practise in the province. In addition, all pharmacies in the province must acquire a licence from the College in order to operate.

The College registration process ensures that pharmacy professionals meet the 'entry to practice' standards and possess the knowledge, skills and abilities to be able to provide safe pharmacy care. Registrants must also meet annual professional development and continuing education requirements to demonstrate ongoing competence in professional practice.

The College is responsible for maintaining a register which lists all the registered pharmacy professionals and licensed pharmacies in BC, and makes information related to limits, conditions, suspensions or cancellations of a registrant or pharmacy publicly available on the College website.

Registrants must also complete a criminal record check and carry professional liability insurance as a requirement of their registration.

New Continuing Education Requirements for Accredited Learning Hours

College registrants [must now include a minimum amount of accredited learning hours every year](#) to maintain registration. The decision, which was approved by the College Board in November 2015, requires registrants at a minimum to submit 5 accredited hours of their 15 total learning hours. Registrants were given one year to transition to the new continuing education requirements which is tied to their individual registration renewal date (e.g. registrants with a February 2016 start date have until January 31, 2017 to submit a minimum of 5 hours of accredited learning).

New Requirements for Pharmacy Ownership Coming Soon

In May 2016, the Provincial Government approved [amendments to the Pharmacy Operations and Drug Scheduling Act](#). These changes permit the College to know the identity of all pharmacy owners, to determine their suitability for pharmacy ownership, and to hold them accountable for providing safe and effective care by ensuring their pharmacies are compliant with legislative requirements for pharmacies in BC.

The College is currently drafting amendments to *Pharmacy Operations and Drug Scheduling Act* Bylaws and forms to incorporate the new pharmacy ownership requirements.

The new requirements are planned to come into effect on March 1, 2018.

To learn more about the new requirements for pharmacy ownership, visit bcpharmacists.org/ownership.

Registration and Licensure

2016/2017 Registration Statistics

| Licensed Pharmacies | 2016/17 | 2015/16 | 2014/15 |
|--------------------------|-------------|-------------|-------------|
| Community | | | |
| Beginning of year | 1256 | 1228 | 1202 |
| Add: Opening | 68 | 63 | 55 |
| Add: Change of category | – | – | – |
| Less: Suspended | – | -2 | -1 |
| Less: Closings | -12 | -32 | -27 |
| Less: Change of category | – | -1 | -1 |
| Fiscal year end* | 1312 | 1256 | 1228 |
| Hospital | | | |
| Beginning of year | 69 | 69 | 69 |
| Add: Opening | 1 | – | – |
| Add: Change of category | – | – | 1 |
| Less: Closings | – | – | -1 |
| Less: Change of category | -1 | – | – |
| Fiscal year end | 69 | 69 | 69 |
| Education | | | |
| Beginning of year | 6 | 7 | 7 |
| Add: Opening | – | – | – |
| Less: Closings | – | -1 | – |
| Less: Change of Category | – | – | -1 |
| Fiscal year end | 6 | 6 | 7 |

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Registration and Licensure

2016/2017 Registration Statistics

| Licensed Pharmacies | 2016/17 | 2015/16 | 2014/15 |
|-------------------------|-----------|-----------|-----------|
| Satellite | | | |
| Beginning of year | 3 | 3 | 2 |
| Add: Opening | – | – | 1 |
| Add: Change of category | 1 | – | – |
| Less: Closing | – | – | – |
| Fiscal year end | 4 | 3 | 3 |
| Telepharmacy | | | |
| Beginning of year | 12 | 13 | 13 |
| Add: Opening | – | – | – |
| Add: Change of category | – | 1 | – |
| Less: Closings | – | -2 | – |
| Fiscal year end* | 12 | 12 | 13 |

| Pharmacist Pre-Registration | 2016/17 | 2015/16 | 2014/15 |
|---|------------|------------|------------|
| Category (# of new applicants) | | | |
| AIT | 150 | 81 | 67 |
| New Grad/Non-AIT | 19 | 12 | 15 |
| IPG/USA | 73 | 91 | 390 |
| Reinstatement** | 34 | – | – |
| AIT-Reinstatement | 14 | 16 | 14 |
| Fiscal year end total (new applicants) | 290 | 200 | 486 |
| Fiscal year end total (pharmacists pre-registered) | 287 | 289 | 411 |

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Registration and Licensure

2016/2017 Registration Statistics

| Full Pharmacists Registration | 2016/17 | 2015/16 | 2014/15 |
|---|----------------|----------------|----------------|
| Beginning of Year | 5803 | 5736 | 5434 |
| Add: New registrants | 426 | 419 | 628 |
| Add: Reinstatement | 26 | 26 | 20 |
| Add: Reinstatement from Suspended | 7 | 2 | 10 |
| Less: Transfer to Former (voluntary or >90 days late) | -381 | -358 | -327 |
| Less: Transfer to Non-Practising | -14 | -15 | -14 |
| Less: Deceased | -2 | -1 | -6 |
| Less: Suspended (by Complaints Resolution) | -12 | -6 | -9 |
| Less: Terminated (by Complaints Resolution) | - | - | - |
| Fiscal year end total* | 5853 | 5803 | 5736 |

| Non-Practising Pharmacists Registration | 2016/17 | 2015/16 | 2014/15 |
|---|----------------|----------------|----------------|
| Beginning of Year | 56 | 50 | 52 |
| Add: Transfer from Full | 14 | 15 | 14 |
| Less: Reinstatement to Full Pharmacist | -1 | -2 | -4 |
| Less: Transfer to Former (voluntary or >90 days late) | -6 | -7 | -11 |
| Less: Deceased | - | - | -1 |
| Less: Suspended (by Complaints Resolution) | - | - | - |
| Less: Terminated (by Complaints Resolution) | - | - | - |
| Fiscal year end total* | 63 | 56 | 50 |

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Registration and Licensure

2016/2017 Registration Statistics

| Limited Pharmacists Registration | 2016/17 | 2015/16 | 2014/15 |
|-------------------------------------|----------|----------|----------|
| Beginning of Year | 0 | 0 | 0 |
| Add: New applicants | – | 1 | – |
| Less: Registered as Full Pharmacist | – | – | – |
| Fiscal year end total | 0 | 1 | 0 |

| UBC Student Pharmacists Registration | 2016/17 | 2015/16 | 2014/15 |
|--------------------------------------|------------|------------|------------|
| Year 1 | 232 | 225 | 227 |
| Year 2 | 206 | 214 | 223 |
| Year 3 | 224 | 213 | 229 |
| Year 4 | 210 | 226 | 201 |
| Fiscal year end total | 878 | 878 | 880 |

| Student (Non-UBC) Pharmacists Registration | 2016/17 | 2015/16 | 2014/15 |
|--|-----------|-----------|-----------|
| Fiscal year end total | 12 | 12 | 14 |

| Authorized to Administer Injections | 2016/17 | 2015/16 | 2014/15 |
|-------------------------------------|-------------|-------------|-------------|
| Pharmacists | 4650 | 3600 | 3409 |
| UBC Students (4 th year) | 167 | 122 | 112 |
| Fiscal year end total | 4817 | 3722 | 3521 |

Registration and Licensure

2016/2017 Registration Statistics

| Pharmacy Technician Pre-Registration | 2016/17 | 2015/16 | 2014/15 |
|--|------------|------------|-------------|
| Category (# of new applicants) | | | |
| AIT | 18 | 9 | 10 |
| New Grad | 131 | 129 | 129 |
| Current Technicians*** | – | 13 | 157 |
| Reinstatement** | 8 | – | – |
| AIT-Reinstatement | 1 | – | – |
| Fiscal year end total (new applicants) | 149 | 151 | 296 |
| Fiscal year end total (pharmacy technicians pre-registered) | 242 | 272 | 1168 |

| Pharmacy Technician Registration | 2016/17 | 2015/16 | 2014/15 |
|---|-------------|-------------|------------|
| Beginning of Year | 1331 | 951 | 661 |
| Add: New registrants | 118 | 398 | 302 |
| Add: Reinstatement | 3 | 7 | 3 |
| Add: Reinstatement from Suspended | – | – | – |
| Less: Transfer to Former (voluntary or >90 days late) | -28 | -21 | -11 |
| Less: Transfer to Non-Practising | -6 | -4 | -3 |
| Less: Deceased | -1 | – | -1 |
| Less: Suspended (by Complaints Resolution) | -1 | – | – |
| Less: Terminated (by Complaints Resolution) | – | – | – |
| Fiscal year end total | 1416 | 1331 | 951 |

Registration and Licensure

2016/2017 Registration Statistics

| Non-Practising Pharmacy Technician Registration | 2016/17 | 2015/16 | 2014/15 |
|---|----------|----------|----------|
| Beginning of Year | 4 | 2 | 0 |
| Add: Transfer from Full | 6 | 4 | 3 |
| Less: Reinstatement to Full Pharmacy Technician | - | - | -1 |
| Less: Transfer to Former (voluntary or >90 days late) | -2 | -2 | - |
| Less: Deceased | - | - | - |
| Less: Suspended (by Complaints Resolution) | - | - | - |
| Less: Terminated (by Complaints Resolution) | - | - | - |
| Fiscal year end total | 8 | 4 | 0 |

***Note:** Due to change in reporting statistics based on payment date, there are variances between previous fiscal year end count and current fiscal year begin count

****Note:** Reinstatement category now included in pre-registration counts as of fiscal 2016/17

*****Note:** Pharmacy Technician pre-registration (current technicians pathway) ended December 31, 2015

Registration and Licensure

Drug Administration Committee

Mandate

To develop, review and recommend the standards, limits and conditions under which a registrant may administer a drug or substance to patients and to maintain patient safety and public protection with respect to authorized pharmacist's administration of injections to patients.

Membership

Cameron Zarembo (Chair)
Omar Alasaly (Vice-Chair)
Doreen Leong (staff resource)
Elizabeth Brodtkin
Jagpaul Deol
Aileen Mira
Mitch Moneo
Chris Salgado

Number of Meetings: 0

Jurisprudence Examination Subcommittee

Mandate

To ensure that the Jurisprudence Examination continues as a valid and reliable assessment instrument.

Membership

Roberta Walker (Chair)
Melanie Johnson (Vice-Chair)
Doreen Leong (staff resource)
Tony Seet
Asal Taheri
Maria Ton
David Wang

Number of Meetings: 3

Registration Committee

Mandate

To ensure that registrants are qualified to practise.

Membership

Raymond Jang (Chair)
Thuy Phuong Hoang (Vice-Chair)
Doreen Leong (staff resource)
Laura Bickerton
Carolyn Cheung
Ashley Foreman
Yonette Harrod
Derek Lee
Vanessa Lee
Leonard Ma
Charles Park
Nathan Roeters
Joy Sisson
Jeremy Walden

Number of In-Person Meetings: 2

Number of Teleconferences: 10

Professional Development

The College's Professional Development and Assessment Program (PDAP) helps to ensure that pharmacy professionals continue to provide safe and effective pharmacy care.

Continuing education is mandatory for all registered pharmacy professionals in order to renew their registration. Each pharmacy professional must complete a minimum of 15 hours of continuing education documented on at least 6 learning records annually.

Registered pharmacy professionals use the CE-Plus tool to submit their annual professional development requirements as set out by PDAP. The CE-Plus tool is securely located on the eServices portal.

Effective January 2016, registrants must complete a minimum of 5 hours of accredited learning as part of their 15 total hours in order to satisfy their annual professional development requirements and maintain registration.

Accredited Hours

Accredited learning activities have been reviewed using stringent criteria to ensure they are of high quality, unbiased, and clearly identify learning objectives for participants. Accredited programs indicate the number of accredited hours (CEUs) assigned to the activity, and identify the accrediting body (such as UBC CPPD, CCCEP, ACPE). Usually a certificate or documentation is received upon completion

During the 2016/2017 fiscal year, The College supported the development and delivery of accredited continuing education through various providers including: Canadian Council for Continuing Education in Pharmacy, UBC Continuing Pharmacy Professional Development, the Canadian Pharmacists Association, Canadian Society of Hospital Pharmacists BC Brands, and more.

Continuing Education Opportunities

To assist pharmacists and pharmacy technicians in completing their required continuing education requirements, the College supported a number of continuing education initiatives and accompanying resource tools over the 2016/2017 fiscal year.

The following list of continuing education and resources was available free of cost to registrants, or had a reimbursement and/or grant that was issued upon completion.

Professional Development

| PROVIDER | TITLE |
|---|--|
| UBC Continuing Pharmacy Professional Development | BC Hospital Pharmacy Residency Event 2016 PharmD Preceptor Workshop Update Conference 2016 <ul style="list-style-type: none">• Lessons Learned from Caring for Renal Patients• Treating Metabolic Side Effects in Stride• Polypharmacy• A Practical Approach to Subsequent Entry Biologics• CVD Risk Assessment• Caring for a Person with Dementia• Pharmacist Prescribing• Drug Interactions Victoria Lecture Series <ul style="list-style-type: none">• Anticoagulants• Subsequent Entry Biologics• Respiratory Practice Review Program Support Tools <ul style="list-style-type: none">• Patient Identification Verification• Profile Check• Counselling• Documentation |
| Canadian Pharmacists Association | ADAPT Program |
| Canadian Society of Hospital Pharmacists – BC Branch | Physical Assessment Course |
| Canadian Pharmacists Association | RxTx (formerly eTherapeutics) |
| Saskatchewan Health | Rxfiles |

For a list of accredited continuing education opportunities, visit the [Canadian Council on Continuing Education in Pharmacy](#).

Professional Development

Quality Assurance Committee

Mandate

To ensure that registrants are competent to practice and to promote high practice standards amongst registrants.

Membership

Gary Jung (Chair)
Bal Dhillon (Vice-Chair)
Ashifa Keshavji (staff resource)
Hani Al-Tabbaa
Tessa Cheng
Norman Embree
Sukhvir Gidda
Frank Lucarelli
Rebecca Siah
Dorothy Zahn

Number of Meetings: 4

Complaints Resolution

College registrants have a legal and ethical obligation to promote and protect the best interests of their patients. The majority of College registrants are competent and skilled practitioners who work hard to uphold this obligation and maintain patient confidence by providing safe and effective pharmacy care.

However, there are times when a patient, co-worker, employer or other health care professional may have a concern about the pharmacy care delivered by a pharmacist or pharmacy technician. The College's complaints resolution process is designed to deal with such circumstances and is grounded in the College's mandate to protect the public.

Contacting the College about a Complaint

If you have a concern about the care you received from a pharmacist or pharmacy technician, the best place to start is to speak directly with that person about your concern. Simple miscommunications are often at the root of many complaints, and although it may be difficult, a face-to-face discussion is often the best way to resolve an issue.

If you are unable to resolve the concern with the pharmacist or pharmacy technician, it may be appropriate to contact the College's Complaints Line.

How to Contact the College About a Concern

1. Contact the College's Complaints Line

Contact the College at 1.877.330.0967 or 778.330.0967.

2. Leave a Message

Leave a message with your full name and number, a brief description of the complaint, and preferred contact time.

3. We will Connect with You to Discuss the Concern

A Complaints Officer will return your call within 3 business days to discuss your concern. This is an important step in learning more about the issue.

4. We will Work with You to Resolve the Complaint

After learning more about your concern and discussing with you the best approach to resolving the issue, the Complaints Officer may:

- Informally resolve your concern;
- Refer your concern to the appropriate entity;
- Request that you provide a formal, written complaint.

The College takes all complaints seriously. Each call is assessed individually to determine whether it is appropriate for investigation.

To learn more about the College's complaints process, visit bcpharmacists.org/complaints.

Complaints Resolution

Complaints Resolution Statistics

758 Complaints Received

Complaints Resolution Statistics – Received between March 1, 2016 and February 28, 2017

| Total Complaints Received | |
|--|-----|
| Official Complaints Received under <i>Health Professions Act</i> s. 33 | 105 |
| Registrants Involved | 191 |
| Intake Correspondence | 758 |
| <i>Pharmacy Operations and Drug Scheduling Act</i> s. 17 Investigations | 35 |
| Inquiry Committee Dispositions Appealed to Health Professions Review Board | 4 |
| Inquiry Committee Files Referred to Discipline Committee | 2 |
| Complaints Recorded by Type – Some complaints may have more than one type | |
| Medication Related | 28 |
| Privacy/Confidentiality | 12 |
| Professional Conduct/Competency | 67 |
| Fitness of Practice | 8 |
| Business-Related | 5 |
| Suspected Unlawful Activity | 1 |
| Sexual Misconduct | 0 |
| Disposition Status | |
| Total # of Files Reviewed and Disposed by Inquiry Committee | 209 |
| Total # of New Inquiry Committee Files Reviewed and Disposed | 103 |
| Total # of Inquiry Committee Reconsiderations | 61* |
| Total # of Inspector Reports Written Pursuant to s. 18 of the <i>Pharmacy Operations and Drug Scheduling Act</i> Reviewed by the Inquiry Committee | 45 |

* Some files have been reconsidered more than once

Complaints Resolution

Discipline Committee

Mandate

Hear and make a determination of a matter referred to the committee regarding a pharmacist's or pharmacy technician's conduct, competency and/or ability to practice, pursuant to legislation.

Membership

Jerrold Casanova (Chair)
Patricia Gerber (Vice-Chair)
David Pavan (staff resource)
Wayne Chen
Suzanne Coughtry
Jody Croft
Bal Dhillon
Anneke Driessen
James Ellsworth
Nerys Hughes
Chris Kooner
Howard Kushner
Derek Lee
Leza Muir
Annette Robinson
Jeremy Walden
Carol Williams
Mabel Yan (resigned in October)
Amparo Yen

Number of Hearing Days/Teleconference: 2
Number of Discipline files heard in court: 0
Number of pending files: 1

Inquiry Committee

Mandate

Investigate complaints and concerns regarding a registrants' conduct, competency and/or ability to practise and decide on an appropriate course of action pursuant to legislation.

Membership

John Hope (Chair)
Dorothy Barkley (Vice-Chair)
David Pavan (staff resource)
Carla Ambrosini
Cindy Bondaroff (retired in September)
Karen Callaway
Sally Chai
Ming Chang
Michael Dunbar
Norm Embree
Sukhvir Gidda
George Kamensek
Patricia Kean
Fatima Ladha
Jim Mercer
Jing-Yi Ng
Alison Rhodes
Alana Ridgeley
Susan Troesch
Ann Wicks
Cynthia Widder

Number of In-Person Meetings: 11
Number of Teleconferences: 44

Advisory Committees

The College's advisory committees are composed of registered pharmacists and pharmacy technicians, as well as members of the public.

Committees assist the College in meeting its legislated mandate to protect the public by ensuring practitioners have the knowledge, skills and abilities to provide safe and effective pharmacy care.

Advisory Committees

Community Pharmacy Advisory Committee

Mandate

To provide recommendations to the Board on matters relating to community pharmacy practice.

Membership

Fady Moussa (Chair)
Mohinder Jaswal (Vice-Chair)
Ashifa Keshavji (staff resource)
Ming Chang
Cassandra Elstak-Blackwell
Parveen Mangat
Tara Oxford
Aaron Sihota
Elijah Ssemaluulu
Tiffany Tam
Cindy Zhang

Number of Meetings: 0

Ethics Advisory Committee

Mandate

To provide recommendations to the Board and the Registrar on matters relating to the Code of Ethics, Conflict of Interest Standards and any related policies or guidelines.

Membership

Bashir Jiwani (Chair)
Robyn Miyata (Vice-Chair)
David Pavan (staff resource)
Cristina Alarcon
Shivinder Badyal
Alison Dempsey
Tara Lecavalier
Vanessa Lee
Jing-Yi Ng

Number of Meetings: 1

Advisory Committees

Hospital Pharmacy Advisory Committee

Mandate

To provide recommendations to the Board on matters relating to hospital pharmacy practice issues.

Membership

Keith McDonald (Chair)
Anita Lo (Vice-Chair)
Ashifa Keshavji (staff resource)
Jonathan Lau (staff resource)
Elissa Aeng
Lily Cheng
Karen Dahri
Jennifer Dunkin
Ashley Fairfield
Anca Jelescu Bodos
Karen Lapointe
Aita Munroe
Fruzsina Pataky

Number of Meetings: 0

Residential Care Advisory Committee

Mandate

To provide recommendations to the Board on matters relating to residential care pharmacy practice issues.

Membership

Douglas Danforth (Chair)
Maria Ton (Vice-Chair)
Ashifa Keshavji (staff resource)
Ming Chang
Anna Kownacki
Joyce Quon
Alvin Singh

Number of Meetings: 0

2016/17 ANNUAL REPORT

Financials



Financial Statements

College of Pharmacists of British Columbia

February 28, 2017

Financials

College of Pharmacists of British Columbia

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Financials



Independent Auditor's Report

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To the Board of Directors of
College of Pharmacists of British Columbia

We have audited the accompanying financial statements of the College of Pharmacists of British Columbia (the "College"), which comprise the statement of financial position as at February 28, 2017 and the statement of changes in net assets, statement of revenue and expenditures, and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

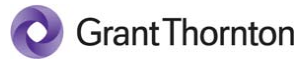
Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the College's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the College's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Financials



We believe that the audit evidence we have obtained in our audit is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the College of Pharmacists of British Columbia as at February 28, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Vancouver, Canada
June 23, 2017

Grant Thornton LLP

Chartered Professional Accountants

2016/17 ANNUAL REPORT

Financials

College of Pharmacists of British Columbia Statement of Financial Position

| February 28 | 2017 | 2016 |
|---|----------------------|----------------------|
| Assets | | |
| Current | | |
| Cash and cash equivalents | \$ 1,018,076 | \$ 742,510 |
| Investments (Note 3) | 6,017,907 | 8,115,391 |
| Receivables (Note 4) | 258,805 | 110,773 |
| Prepays and deposits | 111,038 | 219,773 |
| | <u>7,405,826</u> | <u>9,188,447</u> |
| Investment in College Place joint venture (Note 5) | 1,617,274 | 1,549,610 |
| Development costs (Note 6) | 388,832 | 164,370 |
| Property and equipment (Note 7) | 864,150 | 871,591 |
| | <u>\$ 10,276,082</u> | <u>\$ 11,774,018</u> |
| Liabilities | | |
| Current | | |
| Payables and accruals (Note 8) | \$ 803,792 | \$ 908,175 |
| Current portion of capital lease obligations (Note 9) | 29,786 | 24,516 |
| Deferred revenue (Note 10) | 3,505,305 | 3,033,049 |
| Deferred contributions (Note 11) | 180,948 | 191,185 |
| | <u>4,519,831</u> | <u>4,156,925</u> |
| Capital lease obligations (Note 9) | 26,549 | 56,334 |
| | <u>4,546,380</u> | <u>4,213,259</u> |
| Net assets | | |
| Invested in property and equipment | 807,815 | 790,741 |
| Capital asset reserve | 348,105 | 300,000 |
| Legal reserve | 750,000 | 500,000 |
| Joint venture reserve | 500,000 | 200,000 |
| Automation reserve | 750,000 | - |
| Grants reserve | 500,000 | - |
| Operating reserve | 1,500,000 | - |
| Unrestricted net assets | 573,782 | 5,770,018 |
| | <u>5,729,702</u> | <u>7,560,759</u> |
| | <u>\$ 10,276,082</u> | <u>\$ 11,774,018</u> |

Commitments (Note 14)

On behalf of the Board


 _____ Director
 
 _____ Director

See accompanying notes to the financial statements.

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2016/17 ANNUAL REPORT

Financials

College of Pharmacists of British Columbia Statement of Changes in Net Assets

Year ended February 28, 2017

| | Invested in Property and Equipment | Capital Asset Reserve | Legal Reserve | Joint Venture Reserve | Automation Reserve | Grants Reserve | Operating Reserve | Unrestricted | 2017 Total | 2016 Total |
|--|--|-----------------------------|------------------|-----------------------------|-----------------------|-------------------|----------------------|--------------|---------------|---------------|
| Balance, beginning of year | \$ 790,741 | \$ 300,000 | \$ 500,000 | \$ 200,000 | \$ - | \$ - | \$ - | \$ 5,770,018 | \$ 7,560,759 | \$ 9,231,844 |
| Deficiency of revenue over expenditures | (280,591) | - | - | - | - | - | - | (1,550,466) | (1,831,057) | (1,671,085) |
| Investment in property and equipment | 297,665 | (151,895) | - | - | - | - | - | (145,770) | - | - |
| Transfers | - | 200,000 | 250,000 | 300,000 | 750,000 | 500,000 | 1,500,000 | (3,500,000) | - | - |
| Balance, end of year | \$ 807,815 | \$ 348,105 | \$ 750,000 | \$ 500,000 | \$ 750,000 | \$ 500,000 | \$ 1,500,000 | \$ 573,782 | \$ 5,729,702 | \$ 7,560,759 |

See accompanying notes to the financial statements.

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2016/17 ANNUAL REPORT

Financials

| College of Pharmacists of British Columbia | | |
|---|------------------|------------------|
| Statement of Revenue and Expenditures | | |
| Year ended February 28 | 2017 | 2016 |
| Revenue | | |
| Pharmacy fees | \$ 1,846,129 | \$ 1,796,222 |
| Pharmacists fees | 3,247,138 | 3,292,165 |
| Technician fees | 552,499 | 467,800 |
| Other | 1,608,655 | 1,478,439 |
| College Place joint venture income | 246,047 | 198,149 |
| Grants | 165,237 | 310,250 |
| Investment income | 154,068 | 217,052 |
| Total revenue | 7,819,773 | 7,760,077 |
| Expenditures | | |
| Board and registrar's office | 554,698 | 580,700 |
| Communications and engagement | 221,634 | 331,049 |
| Complaints resolution | 344,481 | 461,003 |
| Finance and administration | 1,828,968 | 1,703,133 |
| Grant distribution | 267,304 | 299,950 |
| Policy and legislation | 216,068 | 106,218 |
| Practice reviews | 127,167 | 389,585 |
| Quality assurance | 475,881 | 504,971 |
| Registration, licensure and Pharmanet | 281,166 | 430,308 |
| Salaries and benefits | 4,942,108 | 4,373,445 |
| Total expenditures | 9,259,475 | 9,180,362 |
| Deficiency of revenue over expenditures | (1,439,702) | (1,420,285) |
| Amortization | 391,355 | 250,800 |
| Deficiency of revenue over expenditures | \$ (1,831,057) | \$ (1,671,085) |

See accompanying notes to the financial statements.

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2016/17 ANNUAL REPORT

Financials

College of Pharmacists of British Columbia Statement of Cash Flows

| Year ended February 28 | 2017 | 2016 |
|--|---------------------|--------------------|
| Cash derived from (used in) | | |
| Operating | | |
| Deficiency of revenue over expenditures | \$ (1,831,057) | \$ (1,671,085) |
| Amortization of property and equipment | 280,591 | 225,040 |
| Amortization of development costs | 110,764 | 25,760 |
| Share of net income of College Place joint venture | (246,047) | (198,149) |
| | (1,685,749) | (1,618,434) |
| Change in non-cash working capital items | | |
| Receivables | (148,032) | 181,712 |
| Prepays and deposits | 108,735 | (54,346) |
| Payables and accruals | (104,383) | (372,739) |
| Deferred revenue | 472,256 | 112,040 |
| Deferred contributions | (10,237) | (175,500) |
| | (1,367,410) | (1,927,267) |
| Financing | | |
| Capital lease repayments | (24,515) | (20,266) |
| Investing | | |
| Purchase of property and equipment | (273,150) | (359,308) |
| Increase in development costs | (335,226) | (91,134) |
| Decrease in investments | 2,097,484 | 1,582,063 |
| Advances from College Place Joint Venture | 178,383 | 244,700 |
| | 1,667,491 | 1,376,321 |
| Net increase (decrease) in cash and cash equivalents | 275,566 | (571,212) |
| Cash and cash equivalents, beginning of year | 742,510 | 1,313,722 |
| Cash and cash equivalents, end of year | \$ 1,018,076 | \$ 742,510 |

See accompanying notes to the financial statements.

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Financials

College of Pharmacists of British Columbia Notes to the Financial Statements

February 28, 2017

1. Nature of operations

The College of Pharmacists of British Columbia (the "College") is a regulatory body for pharmacists, pharmacy technicians and pharmacies of British Columbia to set and enforce professional standards for the professions. The College is designated under the Health Professions Act. For income tax purposes, the College is treated as a not-for-profit organization.

2. Summary of significant accounting policies

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations. The following are significant accounting policies applied by the College:

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingencies at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Revenue recognition

The College follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted revenues are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Licence and registration fees are recognized as revenue in the year to which the fee relates.

Investment in joint venture

The College accounts for its joint venture using the equity method.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand, balances with banks, and short-term deposits with original maturities of three months or less.

Development costs

Program and implementation costs for internally generated assets have been deferred and are amortized on a straight-line basis over five years. Should the conditions for deferral cease to exist, the costs will be charged as a period expense.

Financials

College of Pharmacists of British Columbia Notes to the Financial Statements

February 28, 2017

2. Summary of significant accounting policies (continued)

Property and equipment

Property and equipment of the College are recorded at cost and amortized over their estimated useful lives using the following rates:

| | |
|------------------------|------------------------------------|
| Leasehold improvements | Straight-line method over 10 years |
| Furniture and fixtures | Straight-line over 10 years |
| Office equipment | Straight-line over 5 years |
| Computer | Straight-line over 3 years |
| Software | Straight-line over 2 years |

Capital leases

Leases which transfer substantially all the benefits and inherent risk related to the ownership of the property leased to the College are capitalized by recording as assets and liabilities the present value of the payments required under the leases.

Net assets held in reserves

Net assets held in reserves are internally restricted to provide a funding source for future financial obligations where the timing of the obligations cannot be precisely predicted, and to provide funding to address financial risks for which the timing and probability of a given event is uncertain. All reserves are approved by the College Board and are disclosed on the statement of financial position as equity.

The capital asset reserve was established to assist in funding any unanticipated leasehold improvements and furniture purchases.

The legal reserve was established to assist in funding any legal costs arising from an unexpected increase in the number of Inquiry or Discipline cases.

The Joint Venture reserve was established to assist in funding any large capital expenditures required to maintain the upkeep of the building jointly owned by the College of Pharmacists of British Columbia and the College of Dental Surgeons of British Columbia.

The automation reserve was established to assist in funding unanticipated substantial maintenance, upgrading or replacement of IT equipment, software purchases, audiovisual equipment and telecommunications equipment.

The grants reserve was established to provide the opportunity to fund proposals for research project or training opportunities that support the College's Strategic Plan.

The operating reserve was established to assist in funding unanticipated operating expenditures and cash flow shortfalls.

Financials

College of Pharmacists of British Columbia Notes to the Financial Statements

February 28, 2017

2. Summary of significant accounting policies (continued)

Financial instruments

The College initially measures its financial assets and financial liabilities at fair value. The College subsequently measures all of its financial assets and financial liabilities at amortized cost, except for investments, which are measured at fair value. Changes in fair value are recognized in the statement of revenue and expenditures.

Financial assets measured at amortized cost include cash and cash equivalents and receivables.

Financial liabilities measured at amortized cost include payables and accruals and capital lease obligations.

Financial instruments measured at fair value include investments. Fair values are based on quoted market values where available from active markets; otherwise, fair values are estimated using a variety of valuation techniques and models. Purchase and sales of investments are recorded on the trade date.

Employee future benefits

The College and its employees make contributions to the Municipal Pension Plan which is a multi-employer joint trustees plan. This plan is a defined benefit plan, providing pension on retirement based on the member's age at retirement, length of service and highest earnings averaged over five years. As the assets and liabilities of the plan are not segregated by institution, the plan is accounted for as a defined contribution plan and any College contributions to the plan are expensed as incurred.

3. Investments

Investments consist of guaranteed investment certificates ("GICs") with interest rates from 2.00% to 2.85% (2016 – 2.00% to 3.25%).

| 4. Receivables | <u>2017</u> | <u>2016</u> |
|-----------------------|-------------------|-------------------|
| PharmaNet receivables | \$ 255,953 | \$ 105,945 |
| Other receivables | <u>2,852</u> | <u>4,828</u> |
| | \$ 258,805 | \$ 110,773 |

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Financials

College of Pharmacists of British Columbia Notes to the Financial Statements

February 28, 2017

5. Joint venture

The College entered into an agreement dated March 3, 1989 to purchase 30% interest in a joint venture set up to acquire and develop a property. The College occupies space in the building and pays rent to the joint venture.

The assets, liabilities, revenues and expenses of the joint venture at February 28, 2017 and for the year then ended are as follows:

| | 100% Joint Venture | 30% College |
|---|-----------------------|----------------|
| Balance sheet | | |
| Assets | | |
| Current assets | \$ 475,856 | \$ 142,757 |
| Property and equipment and other assets | 5,226,700 | 1,568,010 |
| | \$ 5,702,556 | \$ 1,710,767 |
| Liabilities and equity | | |
| Total liabilities | \$ 311,642 | \$ 93,493 |
| Total equity | 5,390,914 | 1,617,274 |
| | \$ 5,702,556 | \$ 1,710,767 |
| Statement of operations | | |
| Revenues | \$ 1,620,002 | \$ 486,001 |
| Expenses | 799,848 | 239,954 |
| Excess of revenue over expenditures | \$ 820,154 | \$ 246,047 |

The College's lease expires on August 31, 2018 and annual base rent payments are as follows:

| | |
|------|------------|
| 2018 | 248,042 |
| 2019 | 125,207 |
| | \$ 373,249 |

6. Development costs

| | | | 2017 | 2016 |
|---|------------|-----------------------------|-------------------|-------------------|
| | Cost | Accumulated Amortization | Net Book Value | Net Book Value |
| SkiSure Solution Pharmacy Technician Bridging program | \$ 41,302 | \$ 32,542 | \$ 8,760 | \$ 17,020 |
| Pharmacy Online Renewal | 234,432 | 234,432 | - | - |
| Robbery Prevention Form | 62,185 | 24,874 | 37,311 | 49,748 |
| Mobile apps | 10,800 | 6,480 | 4,320 | 6,480 |
| Electronic records management project | 35,000 | 7,000 | 28,000 | 35,000 |
| Online Pre-registration | 301,170 | 76,705 | 224,465 | 56,122 |
| | 106,220 | 20,244 | 85,976 | - |
| | \$ 791,109 | \$ 402,277 | \$ 388,832 | \$ 164,370 |

2016/17 ANNUAL REPORT

Financials

College of Pharmacists of British Columbia
Notes to the Financial Statements

February 28, 2017

| 7. Property and equipment | | | 2017 | 2016 |
|---------------------------|--------------|-----------------------------|-------------------|-------------------|
| | Cost | Accumulated Amortization | Net Book Value | Net Book Value |
| Leasehold improvements | \$ 1,043,265 | \$ 593,531 | \$ 449,734 | \$ 353,894 |
| Furniture and fixtures | 343,729 | 246,395 | 97,334 | 110,329 |
| Office equipment | 301,430 | 178,953 | 122,477 | 170,569 |
| Computer | 338,151 | 195,794 | 142,357 | 167,118 |
| Software | 338,713 | 286,465 | 52,248 | 69,681 |
| | \$ 2,365,288 | \$ 1,501,138 | \$ 864,150 | \$ 871,591 |

At February 28, 2017, assets under capital lease with a cost of \$127,727 (2016 - \$127,727) and accumulated amortization of \$89,409 (2016 - \$63,864) are included in office equipment.

8. Payables and accruals

Payables and accruals include GST payable amounting to \$53,614 as at February 28, 2017 (2016 - \$35,497).

9. Capital lease obligations

The College is committed to pay annual leases for office equipment under lease agreements. The leases will expire in fiscal 2019. Minimum annual lease commitments are as follows:

| | |
|----------------------|--------------------|
| 2018 | \$ 39,092 |
| 2019 | 29,319 |
| Less interest | 68,411 (12,076) |
| Less current portion | 56,335 29,786 |
| | \$ 26,549 |

10. Deferred revenue

Deferred revenue represents the subsequent year's pharmacy licences and registration fees received prior to the year end.

2016/17 ANNUAL REPORT

Financials

College of Pharmacists of British Columbia Notes to the Financial Statements

February 28, 2017

11. Deferred contributions

Deferred contributions represent the unamortized amount of grants received for future operating activities and programs. The amortization of deferred contributions is recorded as revenue in the statement of revenue and expenditures.

| | <u>2017</u> | <u>2016</u> |
|-----------------------------------|-------------------|-------------------|
| Balance, beginning of year | \$ 191,185 | \$ 366,685 |
| Grants received | 20,000 | - |
| Less amounts amortized to revenue | <u>(30,237)</u> | <u>(175,500)</u> |
| Balance, end of year | <u>\$ 180,948</u> | <u>\$ 191,185</u> |

12. Pension plan

The College and its employees contribute to the Municipal Pension Plan, a jointly trustee pension plan. The board of trustees for this plan represent plan members and employers and are responsible for the management of the pension plan including investment of the assets and administration of benefits. The pension plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, the Municipal Pension Plan has approximately 188,000 active members.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2015 indicated a \$2,224 million funding surplus for basic pension benefits. Defined contribution plan accounting is applied to the plan as the plan exposes the participating entities to actuarial risks associated with the current and former employees of other entities, with the result that there is no consistent and reliable basis for allocating the obligation, plan assets and cost to individual entities participating in the plan. The College paid \$296,455 for employer contributions to the plans in fiscal 2017 (2016 - \$239,291).

13. Financial instruments

The carrying amounts of financial assets measured at amortized cost are \$1,276,881 as at February 28, 2017 (2016 - \$853,283).

The carrying amounts of financial assets measured at fair value are \$6,017,907 as at February 28, 2017 (2016 - \$8,115,391).

The carrying amounts of financial liabilities measured at amortized cost are \$860,127 as at February 28, 2017 (2016 - \$989,025).

Market risk

Market risk is the potential for financial loss to the College from changes in the values of its financial instruments due to changes in interest rates, equity prices, currency exchange and other price risks. The investments of the College are not subject to significant market risk as substantially all of it are in GICs and denominated in Canadian dollars.

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13. Financial instruments (continued)

Credit risk

The College is exposed to the risk that a counterparty defaults or becomes insolvent. The only financial instrument that potentially subjects the College to concentrations of credit risk is its receivables.

The maximum exposure to credit risk in terms of receivables is \$258,805 as of February 28, 2017 (2016 - \$110,773). Management believes that the College does not have a significant credit risk on their receivables.

Liquidity risk

Liquidity risk is the risk that the College cannot meet a demand for cash or fund its obligations as they come due. Maximum exposure to liquidity risk is \$860,127 as at February 28, 2017 (2016 - \$989,025). Except for the obligation under capital lease balance of \$56,335 (2016 - \$80,850), which will be paid until 2019 (Note 9), the College's liabilities are due to be paid in full before February 28, 2018.

14. Commitments

The College is committed to a contract for IT maintenance services for five years, at a rate of \$15,000 per month, ending on July 6, 2021.

15. Comparative figures

Certain prior year amounts have been reclassified to conform with the financial statement presentation in the current period.
