

College of Pharmacists of British Columbia



REGISTRATION COMMITTEE POLICY

Table of Contents

[RCP-1: English Language Proficiency Requirements for Pharmacists](#)

RCP-2: Structured Practical Training for Pharmacists (*rescinded Apr 19, 2012*)

[RCP-3: Jurisprudence Examination](#)

[RCP-4: Examination Accommodation Policy](#)

RCP-5: Appeals Policy (*rescinded May 28, 2014*)

[RCP-6: Structured Practical Training Requirements for Pharmacists](#)

[RCP-7: English Language Proficiency Requirements for Pharmacy Technicians](#)

[RCP-8: Structured Practical Training Requirements for Pharmacy Technicians](#)

[RCP-9: Time Period for Validity of Applications](#)

[RCP-10: Time Period for Validity of Assessment/Examination Results](#)

RCP-11: Reinstatement 6 Years or More (*rescinded July 5, 2016*)

[RCP-12: Pharmacy Examining Board of Canada Qualifying Examination - Part II Results for](#)

[Non-certification Purposes](#)



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-1

POLICY FOCUS:

English Language Proficiency Requirements for Pharmacists

POLICY STATEMENT(S):

1. The English Language Proficiency (ELP) requirements for registration as a pharmacist in B.C. are those defined in the National Association of Pharmacy Regulatory Authorities (NAPRA) *Language Proficiency Requirement Policy* published February 2024 (see Appendix 1). The NAPRA Board approved the ELP standards in Appendix 1 with the recommendation to apply the standard error of measurement (SEM) to each assessment option.
2. Official ELP assessment results must be sent directly from the testing agency to the College of Pharmacists of B.C., unless the test results can be verified by the College through the testing agency's online verification system.
3. The College of Pharmacists of B.C. accepts the most current ELP assessment results which overrides previous results.
4. Applicants who graduated from a pharmacy program in Canada or the U.S. that has been accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) or the Accreditation Council for Pharmacy Education (ACPE) are not required to complete the ELP requirements, with the exception of CCAPP-accredited pharmacy programs in Quebec (see policy statement #5).
5. For pharmacists registered in Quebec applying for registration through the terms of the Canadian Free Trade Agreement (CFTA), an ELP Assessment is required if he/she graduated from:
 - a. a pharmacy program in Quebec, or
 - b. a non-CCAPP/ACPE accredited pharmacy program in Canada or the U.S.
6. All applicants, with the exception of applicants referred to in policy statement #4, are required to successfully complete one of the approved ELP Assessments in Appendix 1 below.

BACKGROUND:

The above policy statements are supplementary to *HPA Bylaw 42(1)(c)*.



Appendix 1 – English Language Proficiency Requirements for Licensure as a Pharmacist in Canada

Test	Details	Minimum Score with SEM*	
1. Occupational English Test (OET)	Reading	B	
	Listening	B	
	Speaking	B	
	Writing	C+	
2. International English Language Testing System (IELTS)	Academic format	Listening	7
		Reading	7
		Writing	6.5
		Speaking	7
		Overall Band Score**	-

Click [here](#) for the full document entitled “NAPRA’s Language Proficiency Requirement”

***SEM – Standard Error of Measurement**

****The minimum scores must be met for each of the criteria. however The IELTS overall score is not considered. There are no exceptions.**



POLICY CATEGORY:
POLICY FOCUS:

REGISTRATION COMMITTEE POLICY-3
Jurisprudence Examination (JE)

POLICY STATEMENT(S):

1. An individual who seeks registration with the College may write the Jurisprudence Examination (JE) a maximum of 4 times.
2. Exam candidates must register for the computer-based JE through eServices and schedule the exam through Prometric Canada Testing Services Inc. ("Prometric") in order to complete the entire exam registration process.
3. Exam candidates wanting to sit the JE on-site at a test center outside of Vancouver must select from one of the available sites offered for the sitting.
4. The examination taken on-site at a test center must be conducted in Canada.
5. Exam candidates are responsible for meeting the requirements for their chosen testing delivery method (i.e. on-site at a testing center or remote proctoring).
6. Exam candidates must adhere to the scheduling and exam administration policies and procedures from Prometric.
7. A Test Center Administrator/live Proctor must not be in a conflict of interest with the applicant, whether actual, perceived or potential. A Test Center Administrator/live Proctor must not be a spouse, or common-law spouse or significant other, a relative, friend and/or co-worker.
8. JE results for exam candidates who do not meet the standard are reviewed for accuracy. Therefore, exam candidates do not need to request for re-scoring.
9. The JE content, methodology, standards, examination criteria and number of attempts are not subject to further review or appeal or to further review through a request made under the *Freedom of Information and Protection of Privacy Act (FIPPA)*.
10. Requests for review of the JE will only be considered for procedural or technical incidents or personal circumstances that may have affected an exam candidate's performance on the exam. Requests for review of the JE result must be submitted in writing to the Registration Committee within 7 business days of the examination date, citing the reason for the review request, specific details of the incident and the desired outcome of the review request, and include any supporting documentation. Requests will be reviewed by the Registration Committee and the Registration Committee's decision will be delivered to the applicant within 30 days after the decision is made.

BACKGROUND:

The above policy statements are supplementary to *HPA Bylaw 42(1)(b), 47(1)(b) and 52(2)(a)*.



POLICY STATEMENT(S):

1. The College will provide examination accommodation to applicants for registration with disabilities in accordance with the *British Columbia Human Rights Code*, [RSBC 1996] C. 210 (the “*Human Rights Code*”).
2. In order to qualify for accommodation,
 - (a) **The request for accommodation must be made on the basis of a professionally recognized diagnosis of a current disability protected under the *Human Rights Code*;**
 - (b) **The disability interferes with the applicant’s ability to take the examination;**
 - (c) **Supporting documentation must be provided; and**
 - (d) **The integrity of the examination must remain intact.**

Evaluation of Accommodation Request

3. Every applicant who seeks examination accommodation due to his or her disability must complete the [JE Accommodation Request Form](#)
 - (a) request accommodation and provide documentation to the College’s Registration Committee from a medical doctor, psychologist or other health professional who has specific training and experience in the diagnosis of the condition(s) for which the accommodation is being requested;
 - (b) the professional(s) referred to in (a) must be appropriately certified or licensed to practice their profession;
 - (c) the documentation referred to in (a) should outline:
 - (i) the nature of the disability, including:
 - (1) whether it was previously identified and
 - (2) whether there are current functional limitations,
 - (ii) whether medications are required during the examination and if so, any possible side effects that might affect examination performance,
 - (iii) a description of past accommodations that have been granted for this disability,
 - (iv) an explanation of why the applicant requires specific accommodations,
 - (v) an opinion on the specific accommodations that should be provided (e.g. if additional time is required, specify the duration of time that needs to be extended) for the specific examination, and
 - (vi) the health professional’s name, professional designation and qualifications, and contact information; and
 - (d) the documentation from the health professional must be current, dated no later than 4 months from the time of submission of the accommodation request.
4. The applicant must register for the exam on eServices, and submit the request for examination accommodation and the supporting information required in section 2 and 3 to the Registration Committee at least 8 weeks before the exam date, in order to allow for consideration of the request and the arrangement of accommodations, if approved.
5. There is no fee for making a request for accommodation however there may be costs associated with the request. The applicant is responsible for any costs associated with obtaining and providing the supporting documentation.



Responsibilities of the College of Pharmacists of BC

6. The Registration Committee will review a request for accommodation and documentation submitted in support of the request, and provide reasonable accommodation to an applicant with a disability, to the point of undue hardship.
7. It will treat the information obtained as confidential in accordance with the British Columbia's *Freedom of Information and Protection of Privacy Act*, RSBC 1996 C.165.
8. The Registration Committee will not modify, in any way, the registration criteria set out in the *HPA Bylaws*.
9. The Registration Committee will, if necessary, consult with the applicant to determine the range of accommodation options that are appropriate in the examination setting based on the functional impact of the disability on the applicant's ability to take the examination.
10. For the purposes of the examinations administered by the Pharmacy Examining Board of Canada (PEBC), the Registration Committee endorses PEBC's *Request for Exam Accommodations Policy* as available on www.pebc.ca.

BACKGROUND:

The College of Pharmacists of British Columbia (the "College") recognizes its obligation to provide opportunities to applicants for registration who have a mental or physical disability that impairs their ability to participate in the examinations required for registration. The College's goal is to ensure fair and consistent treatment of all applicants for registration including applicants with a disability in accordance with their distinct needs, up to the point of undue hardship.

DEFINITIONS:

Accommodation:

An examination accommodation is a modification of examination or evaluation procedure or condition that assists the applicant with a disability to overcome their ability to take the examination.



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-6

POLICY FOCUS:

Structured Practical Training Requirements for Pharmacists

POLICY STATEMENT(S):

1. New graduates from a pharmacy program in Canada or the U.S. accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) or the Accreditation Council for Pharmacy Education (ACPE) have fulfilled the Structured Practical Training (SPT) requirement during their pharmacy program and therefore are not required to undergo additional SPT if they register as Full Pharmacists within 3 years of graduation. New graduates who do not register as Full Pharmacists within 3 years of graduating will be required to complete 500 hours of SPT.
2. All other applicants (i.e. International Pharmacy Graduates, US Pharmacists, Reinstatement “6 Years or more as a Non-practising and/or Former Pharmacist”, Non-CFTA) must meet the following SPT requirements:
 - a. No SPT required, if the applicant has worked at least 1000 hours in direct patient-care as a registered pharmacist in Canada or the U.S. within the last 3 years preceding pre-registration or reinstatement application; or
 - b. 500 hours of SPT required, if the applicant has not worked at least 1000 hours in direct patient-care as a registered pharmacist in Canada or the U.S. within the last 3 years preceding pre-registration or reinstatement application.
3. Applicants must meet the English Language Proficiency requirements as defined in Registration Committee Policy – 1 (RCP-1) prior to engaging in SPT.
4. SPT must be completed in a licensed pharmacy in B.C. and under the supervision of a Full Pharmacist who is registered with the College of Pharmacists of BC and who is in good standing.
5. Applicants may attempt the SPT a maximum of 4 times.

BACKGROUND:

The above policy statements are supplementary to RCP-1 and *HPA Bylaw, section 42(1)(d) and 52(2)(b)*.

The only available option to complete the SPT is through UBC’s Canadian Pharmacy Practice Program (CP3). Applicants are subject to the policies and requirements with respect to SPT as determined by CP3.



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-7

POLICY FOCUS:

English Language Proficiency Requirements for Pharmacy Technicians

POLICY STATEMENT(S):

1. The English Language Proficiency (ELP) requirements for registration as a pharmacy technician in B.C. are those defined in the National Association of Pharmacy Regulatory Authorities (NAPRA) *Language Proficiency Requirement Policy* published February 2024 (see Appendix 1). The NAPRA Board approved the ELP standards for pharmacy technicians in Appendix 1 with the recommendation to apply the standard error of measurement (SEM) to each assessment option.
2. Official ELP assessment results must be sent directly from the testing agency to the College of Pharmacists of B.C., unless the test results can be verified by the College through the testing agency's online verification system.
3. The College of Pharmacists of B.C. accepts the most current ELP assessment results which overrides previous results.
4. Applicants who have graduated from a pharmacy technician program accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP), with the exception of CCAPP-accredited pharmacy technician programs in Quebec, are not required to undergo an ELP assessment. All other applicants will be required to complete one of the approved NAPRA ELP assessments in Appendix 1.

BACKGROUND:

The above policy statements are supplementary to *HPA Bylaw, section 47(1)(c)*.



Appendix 1 – Language Proficiency Requirements for Licensure as a Pharmacy Technician in Canada

Test	Details		Minimum Score with SEM*
1. Occupational English Test (OET)	Reading		B
	Listening		B
	Speaking		B
	Writing		C+
2. International English Language Testing System (IELTS)	Academic format	Listening	7
		Reading	7
		Writing	6.5
		Speaking	7
		Overall Band Score (All Components)	-

Click [here](#) for the full document entitled “NAPRA’s Language Proficiency Requirement”

*SEM – Standard Error of Measurement

****The minimum scores must be met for each of the criteria. The IELTS overall score is not considered. There are no exceptions.**



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-8

POLICY FOCUS:

Structured Practical Training Requirements for Pharmacy Technicians

POLICY STATEMENT(S):

1. New graduates from a pharmacy technician program accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP) must meet the following Structured Practical Training (SPT) requirements:
 - a. 160 hours of SPT, if graduated within the last 3 years preceding the start date of their SPT, or
 - b. 500 hours of SPT, if graduated 3 years or greater preceding the start date of their SPT;
2. Pharmacy technicians reinstating through the “6 years or more as a Non-practising and/or Former Pharmacy Technician” path must meet the following SPT requirements:
 - a. No additional SPT, if the applicant has worked at least 1000 hours in pharmacy practice as a registered pharmacy technician in Canada within the last 3 years preceding the start date of their SPT;
 - b. 160 hours of SPT, if the applicant has worked at least 1000 hours in pharmacy practice as a registered pharmacy technician in Canada within the last 3-6 years preceding the start date of their SPT; or
 - c. 500 hours of SPT, if the applicant has worked less than 1000 hours in pharmacy practice as a registered pharmacy technician in Canada in the last 6 years or more preceding the start date of their SPT.
3. Applicants must meet the English Language Proficiency requirements as defined in Registration Committee Policy – 7 (RCP-7) prior to engaging in SPT.
4. SPT must be completed in a licensed pharmacy in B.C., no more than 40 hours per week, and under the supervision of a full pharmacist or pharmacy technician registered with the College of Pharmacists of B.C., and in good standing.
5. Applicants must begin the SPT program within 6 months of their application date, otherwise applicants are required to re-apply and re-pay the SPT fee.
6. Applicants must complete the SPT program within the time periods designated in 1. and 2. of this Policy and by the completion date stated on the SPT Application Form.
7. Applicants who encounter an unexpected situation or circumstance that prevents them from starting or completing the SPT program within the designated time period, such as medical or compassionate reasons, or if the preceptor is unable to carry out their responsibilities for the SPT program due to unanticipated or extraordinary circumstances, may submit a change request for consideration.
8. Applicants may attempt the SPT program a maximum of 4 times.
9. A Pharmacy Technician registration application from an applicant who committed academic misconduct will be referred to the Registration Committee for review.

BACKGROUND:

The above policy statements are supplementary to RCP-7 and *HPA Bylaw, section 47(1)(d) and 52(2)(b)*.



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-9

POLICY FOCUS:

Time Period for Validity of Applications

POLICY STATEMENT(S):

1. UBC pharmacy students who graduate in **May** must register as a full pharmacist by January 31 of the following year after graduation. If they do not, they must pre-register under the “Canada - New Graduate” category prior to being able to register as a full pharmacist.
2. UBC pharmacy students who graduate in **November** must register as a full pharmacist by August 31 of the following year after graduation. If they do not, they must pre-register under the “Canada - New Graduate” category prior to being able to register as a full pharmacist.
3. All pre-registration and reinstatement applicants who do not qualify or apply for full pharmacist or pharmacy technician registration within three years of receipt of the initial application, are required to submit a new pre-registration or reinstatement application, including payment of fee(s).
4. Applicants whose registration is refused by the Registration Committee must submit a new pre-registration or reinstatement application, including payment of fee(s), if they wish to apply for registration again even if the last pre-registration or reinstatement application was submitted within the past three years.



POLICY CATEGORY:

REGISTRATION COMMITTEE POLICY-10

POLICY FOCUS:

Time Period for Validity of Assessment /Examination Results

POLICY STATEMENT(S):

1. Jurisprudence Examination (JE) results are valid for a three-year period from the date the exam was written.
2. Structured Practical Training (SPT) results are valid for a three-year period from the date of completion.
3. English Language Proficiency (ELP) assessment results are valid for a two-year period from the date the exam was written, and must be valid at the start of the SPT Program.
4. Applicants who do not register as a full pharmacist or pharmacy technician within the validity period of the JE and/or SPT, must successfully complete the respective assessment/examination again.

BACKGROUND:

The above policy statements are supplementary to RCP-9.



POLICY CATEGORY: **REGISTRATION COMMITTEE POLICY-12**
POLICY FOCUS: **Pharmacy Examining Board of Canada (PEBC) Qualifying Examination
- Part II Results for Non-certification Purposes**

POLICY STATEMENT(S):

1. Pharmacy Examination Board of Canada Qualifying Examination – Part II may be completed for non-certification by those who had previously completed the same exam for certification purposes.
2. The College adopts the same PEBC certification passing score for applicants who complete the PEBC Qualifying Exam – Part II for non-certification purposes, and for reinstatement through the “6 years or more as a Non-Practicing and/or Former” class.
3. Applicants may attempt the PEBC Qualifying Examination – Part II for non-certification purposes a maximum of 4 times

BACKGROUND:

The above policy statements are supplementary to *HPA Bylaw* section 52(2)(c).

First approved: 17 April 2023
Revised: 29 April 2024
Reaffirmed:
