

MINUTES
Alberta College of Pharmacy
Teleconference Meeting of the Council
March 20, 2020

1. Call to Order

President Rajabali called the meeting to order at 7:45 p.m. He thanked all pharmacists and pharmacy technicians for their hard work on the front lines serving Albertans during this unprecedented time. Councillor Peter Macek introduced his pharmacy student Nicole Nemet, attending the council meeting as an observer. President Rajabali and Council, welcomed Nicole.

2. Roll Call

Registrar Eberhart called the roll call and confirmed the attendance of the following council members. A quorum of council was declared.

- District 1 – Peter Macek
- District 2 – Peter Eshenko
- District 3 – Fayaz Rajabali (President)
- District 3 – Craig MacAlpine
- District 4 – Stan Dyjur (Past President)
- District 5 – Brad Couldwell
- District 5 – Judi Parrott
- District A – Don Ridley
- District B – Dana Lyons (President Elect)
- Public Member – Irene Pfeiffer (Executive Member at Large)
- Public Member – Christine Maligec
- Public Member – Carmen Wyton

Non-Voting

- Ex-Officio Member - Neal Davies, Dean - Faculty of Pharmacy and Pharmaceutical Sciences
- Ex-Officio Member - Terra Young, Representative - accredited pharmacy technician colleges in Alberta

Absent

- Ex-Officio Member - Jadin Chahade, Student Representative - Faculty of Pharmacy and Pharmaceutical Sciences

Also in attendance:

- Greg Eberhart - Registrar
- Kaye Moran - Deputy Registrar
- Jeff Whissell - Deputy Registrar
- Leslie Ainslie - Executive Assistant
- Observer – Nicole Nemet, Student

3. Approval of the Agenda

MOTION: to approve the agenda as circulated.

Moved by **Stan Dyjur**/Seconded by **Christine Maligec**/CARRIED

4. Policies

4.1 Policies to support temporary return to work of pharmacists and pharmacy technicians.

4.2 Policies to support temporary registration of out of province pharmacists and pharmacy technicians.

In response to the rapidly changing COVID-19 environment, Alberta Health's Emergency Operation Centre (EOC), requested that colleges for all health professions, prepare processes to support the return of retired or otherwise non-practicing members to practice. Council reviewed policies to support the EOC's request. The intent is that registrants returning to practice based on the proposed policies will receive temporary and conditional registration solely for the purpose of providing pharmacy services in Alberta during the COVID-19 pandemic.

These emergency registration policies address the return of ACP registrants that have been inactive in Alberta within the last three years, and pharmacists and pharmacy technicians actively registered in another Canadian jurisdiction. ACP has pre-identified individuals that have retired or are non-practicing and that while practicing in Alberta, remained in good standing. It is proposed that a practice permit will be issued with conditions and will expire on July 31, 2020. Extension of the practice permit term may be granted depending upon the status of the COVID-19 pandemic at that time. In addition, anyone eligible for the courtesy register (i.e., hold active registration elsewhere in Canada), upon meeting the requirements of the proposed policy, may be conditionally admitted to the courtesy register for the purposes of the COVID-19 pandemic.

The chart below outlines the normal criteria for ACP registration and the proposed recommendations for requirements for emergency registration during the COVID-19 pandemic. ACP administration noted that the recommendation to waive the requirement for a criminal record check; solely for the purpose of emergency registration, requires approval by the Minister of Health. This recommendation is made to accommodate emergency registration if, due to the rapidly evolving COVID-19 environment, it is not possible to obtain a criminal record check in a timely manner. Registrar Eberhart will seek the Minister's approval. Upon Council's approval, these policies will come into effect on Monday, March 30, 2020.

| Normal criteria for registration | Emergency registration for pharmacists | Emergency registration for pharmacy technicians |
|---|--|--|
| Jurisprudence and ethics examination | Not required given examination testing centres have been closed by our partner administering the examination | Not required given examination testing centres have been closed by our partner administering the examination |
| Obtain professional liability insurance | Required | Required |
| Statutory declarations | Will accept professional declarations given difficulty accessing a Commissioner for Oaths | Will accept professional declarations given difficulty accessing a Commissioner for Oaths |

| | | |
|--|---|--|
| Criminal record check* *subject to ministerial approval | Not required | Not required |
| A letter of standing from any jurisdiction, other than Alberta, where currently or previously registered | Will accept written or verbal confirmation from the other provincial regulatory authority (PRA) | Will accept written or verbal confirmation from the other provincial regulatory authority (PRA) |
| Evidence of continuing professional development. This will NOT be required for those inactive <1 year. | <p>Declarations of completion and understanding will only be required for those inactive for >1 year and will include:</p> <ul style="list-style-type: none"> Standards of Practice for Pharmacists and Pharmacy Technicians Pharmacist Documentation learning module Assessment learning module Guidance for Assessment and Monitoring Individuals Using Opioid Medications | <p>Declarations of completion and understanding will only be required for those inactive for >1 year and will include:</p> <ul style="list-style-type: none"> Standards of Practice for Pharmacists and Pharmacy Technicians Guidance Document for Pharmacy Compounding of Non-Sterile Preparations Ethics and Jurisprudence Learning Module* – Chapter 1 (pharmacy practice in Alberta) & Chapter 5 (product distribution) *to be completed within 1 week of registration <p>If applicable to practice site and professional services:</p> <ul style="list-style-type: none"> NAPRA Model Standards for Compounding Non-Hazardous Sterile Preparations NAPRA Model Standards for Compounding Hazardous Sterile Preparations |
| Application form (including professional declarations for many legislative requirements). Our usual process is outlined here https://abpharmacy.ca/applying-acp | Revised form will be used due to this unique situation of the COVID-19 pandemic | Revised form will be used due to this unique situation of the COVID-19 pandemic |
| Criminal charges, proceedings, or findings of guilt. | Included | Included |
| Investigation or findings of professional misconduct. | Included | Included |
| Refused registration, for any regulated health professional, in any jurisdiction. | Included | Included |
| Acknowledgement of any fitness to practice concerns. | Included | Included |
| Two letters of character reference | Not required | Not required |
| Authorization to administer drugs by injection | Will follow normal process of declaration of skills, as well as valid CPR and first aid. | n/a |

| | | |
|---|---|---|
| Additional prescribing authorization | Will be reinstated for those who actively held the authorization at the time of leaving the clinical register | n/a |
| Conditions to be applied | Pharmacists | Pharmacy technicians |
| No conditions are typically applied under normal circumstances (i.e., non-pandemic) | Registration is granted for the specific purpose of providing professional services in Alberta during the COVID-19 pandemic | Registration is granted for the specific purpose of providing professional services in Alberta during the COVID-19 pandemic |
| | Must continue to be registered in good standing in the other Canadian province or territory (for registrants from outside Alberta)* *if applicable | Must continue to be registered in good standing in the other Canadian province or territory (for registrants from outside Alberta)* *if applicable |
| | Not authorized to serve as a licensee | |

MOTION: to approve the COVID-19 emergency registration policies as presented.
 Moved by **Christine Maligec**/Seconded by **Peter Eshenko**/CARRIED

5. Proposed Amendment to ACP Bylaws – Emergency Authority

Registrar Eberhart introduced a new DRAFT bylaw to support the continued business of the college in the event of emergencies or disasters. He observed that during such periods it may not be possible or feasible to engage Council as a whole, and that the DRAFT bylaw proposed empowers the Executive Committee when such events occur.

MOTION: to approve the Emergency Authority Bylaw for the purpose of a 60-day consultation with registrants.

Moved by **Dana Lyons**/Seconded by **Peter Macek**/CARRIED

6. COVID Update

Registrar Eberhart and Deputy Registrar Whissell (member of the Regulatory Advisory Committee to Alberta Health’s Emergency Operations Centre (EOC)) provided a COVID-19 update:

- It is projected that COVID-19 cases will continue to grow over the next 5-6 weeks prior to plateauing . ACP will prioritize its attention on three goals:
 - Building capacity within the pharmacy workforce to ensure access to pharmacy services.
 - Protecting the health of pharmacy teams and the individuals they serve.
 - Advocating policies to maintain access to drugs by those who need them most.

They provided the following insights in relation to each of these:

- Capacity - AHS is forecasting significant workforce shortages. The College of Physicians and Surgeons of Alberta (CPSA), and the College and Association of Registered Nurses of Alberta (CARNA) have enacted policies and process to return inactive registrants to practice, akin to initiatives being taken by ACP.

- Protection of Pharmacy Team Members - AHS had stocked piled a significant amount of PPEs however, the inventory is being used faster than expected. Priority for PPEs remain with practitioners in hospitals and long-term care facilities. Alberta Health is working with supply chains to procure more PPEs for pharmacy professionals. Registrar Eberhart has communicated ACP's concerns to Dr. Deena Hinshaw, Alberta Health's Chief Medical Officer of Health (CMOH), and the Canadian Pharmacists Association has reached out to the Public Health Agency of Canada. As this is a significant issue to all other frontline health professionals and first responders, Alberta Health is working on a definition for "essential services". Deputy Registrar Whissell has been asked to participate in this work on behalf of ACP.
- Drug Product Availability - ACP collaborated in developing guidance for pharmacies to limit prescription quantities to 30-day quantitative limits, to prevent stockpiling. Recent trends have been reported about physicians writing prescriptions for drugs suggested as being beneficial to treat COVID. This is a concern, as the potential for stockpiling risks the availability of these drugs for individuals who need them most. Council encouraged the college to work with the Chief Medical Officer of Health and CPSA to provide policy or guidance that would prevent this.

7. Future Council Meeting Dates

Council meetings during the COVID-19 pandemic will be facilitated electronically. The April 2-3, 2020 in-person council meeting is cancelled and will be facilitated by two-hour video conference meetings between 8:30-10:30 am on April 3, 2020 and April 17, 2020. Additional meetings will be scheduled as required. In addition, Council will meet for a full day at the end of May or late June to continue its strategic planning discussions. Council was asked to hold May 27, 2020 as a tentative date, pending our ability to hold an in-person meeting.

8. Open Forum

This discussion was facilitated under Agenda Item 6.

9. Adjournment

MOTION: that the meeting be adjourned at 9:30 p.m.
 Moved by **Don Ridley**/Seconded by **Irene Pfeiffer**