RP. 04 Pharmacy Manager Requirements

Approved by Council: February 18, 2020

Reviewed and Updated:

Resources: PEI Pharmacy Act
PEI Pharmacy Act-General Regulations

Purpose

The purpose of this policy is to further define requirements regarding eligibility for application to be a pharmacy manager.

Application

This policy is applicable to applicants for pharmacy manager under a permit.

Introduction

Pharmacy managers are responsible for establishing and implementing policies and procedures for a retail pharmacy operated under a permit that ensure pharmacy services are provided safely to the public and in compliance with legislation. The PEI Pharmacy Act sets out the requirement for a pharmacy manager to be designated under a permit. However, the College has determined eligibility requirements for application as a pharmacy manager.

Policy

1. Pharmacists must be authorized by the College to be designated as a pharmacy manager.
2. Pharmacists must make application and submit applicable fees to become a pharmacy manager at a new pharmacy or an existing pharmacy within 30 days of the proposed effective date.
3. Pharmacists may only act as a pharmacy manager for one pharmacy. However, a pharmacist may request to be a pharmacy manager for more than one pharmacy on a temporary basis. Requests will be assessed on a case by case basis.

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4. Pharmacy managers must be registered with the PEICP, be in good standing with no restrictions or conditions on their practice.

5. Pharmacy managers must have practiced (in Canada) for a period of at least 12 months immediately before their application.

6. Pharmacy managers must be present in the pharmacy for which they are designated for at least $\frac{1}{2}$ of the operating hours (up to 40)