



## RP. 13 Preceptor Policy

**Approved by Council:** September 21, 2021

**Reviewed and Updated:**

**Resources:**

[Regulated Health Professions Act](#)

[Pharmacist and Pharmacy Technician Regulations](#)

*PEI College of Pharmacy policies, together with legislation, practice directives, standards and guidelines outline the practice expectations of pharmacists and pharmacy technicians in the province.*

*Policies use “must” to indicate an action that is mandatory for a pharmacy professional. Policies use “may” to indicate that the registrant may use professional discretion.*

### **Purpose**

The purpose of this policy is to clearly describe the eligibility of preceptors as set out in the *Pharmacist and Pharmacy Technician Regulations*, and the expectations of the PEI College of Pharmacy when a registrant enters into a preceptor agreement with a student or provisional registrant.

### **Policy**

All students and provisional registrants are required to be supervised by a preceptor while completing any period of unstructured or structured practice experience, including practice experience as part of their educational program. The preceptor is responsible for providing direct supervision during all restricted activities; assessing a student or provisional registrant’s knowledge, skills, and abilities; and in the case of a provisional registrant, confirm a level of training only when the provisional registrant has demonstrated competence and met/exceeded the acceptable performance levels for all the entry-to-practice competencies. Preceptors are responsible and accountable for a student or provisional registrant’s practice.

### **Eligibility**

Pharmacists and pharmacy technicians in the General Class may act as a preceptor for a student or provisional registrant if they meet the following criteria:

- Practiced pharmacy for at least one year
- Currently registered with the PEI College of Pharmacy
- Not subject to an active complaint or have a finding of misconduct where a complaint and discipline committee has issued an order that the registrant cannot be a preceptor



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- May not enter into an agreement with a student or provisional registrant, where the preceptor is influenced in a way that affects their ability to carry out their duties as preceptor or their professional judgment relating to the student or provisional registrant is no longer objective.
- Only act as a preceptor to no more than 2 students or provisional registrants at a time.

Pharmacists may act as a preceptor to both pharmacy and pharmacy technician students and provisional registrants. Pharmacy technicians may act as a preceptor to pharmacy technician students and provisional registrants only.

## **Expectations of the Preceptor**

- Ensure that the student or provisional registrant that is being precepted is registered with the PEICP before starting any period of practice experience.
- The preceptor is expected to spend a minimum of 50% of the time with the student/provisional registrant. The student/provisional registrant may spend the remaining time with the preceptor's delegate (other registered pharmacists/technicians or other healthcare professionals).
- Become knowledgeable about the goals and objectives of the structured/unstructured training program of the student or provisional registrant.
- Provide opportunities for the student or provisional registrant to observe and participate in pharmacy practice, in line with the registrant's scope of practice, knowledge and skills.
- Supervise and provide constructive feedback to student/provisional registrant.