

<u>ITEM</u>	<u>DISCUSSION</u>	<u>ACTION BY</u>																				
<b>1.0</b>	<b><u>Call to Order &amp; Adoption of Agenda</u></b>																					
	Chairman J. Rideout called the meeting to order at 9:00 a.m. with the following in attendance:																					
	<table><tr><td><u>Board</u></td><td><u>Staff</u></td></tr><tr><td>J. Rideout, Chair</td><td>D. Rowe, Secretary-Registrar</td></tr><tr><td>J. Howlett</td><td>V. Harvey, Executive Assistant</td></tr><tr><td>D. Mifflin</td><td></td></tr><tr><td>E. Toope</td><td><u>Regrets</u></td></tr><tr><td>D. Jenkins</td><td>Megan Dawe, MUPS Rep</td></tr><tr><td>K. Bailey</td><td></td></tr><tr><td>Linda Hensman</td><td></td></tr><tr><td>Margot Priddle</td><td></td></tr><tr><td>Brian Healy</td><td></td></tr></table>	<u>Board</u>	<u>Staff</u>	J. Rideout, Chair	D. Rowe, Secretary-Registrar	J. Howlett	V. Harvey, Executive Assistant	D. Mifflin		E. Toope	<u>Regrets</u>	D. Jenkins	Megan Dawe, MUPS Rep	K. Bailey		Linda Hensman		Margot Priddle		Brian Healy		
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1.1	<u>Conflict on Interest</u> : None declared																					
1.2	<u>Adoption of Agenda</u>																					
	With the agreement of the Board, the following items were added to the Agenda under New Business:																					
	7.1 Pharmacy Network Update																					
	7.2 NLPB Office Operations																					
	7.3 Western Health Correspondence re Disposal of Sharps																					
<b>2.0</b>	<b><u>Minutes of Previous Meetings</u></b>																					
2.1	<u>Minutes of Board Meeting – 05/06 October 2008</u>																					
	Additions/Deletions/Corrections:																					
	- Under Item 6.4 it was reported by L. Hensman that the change to the Standard of Practice for Methadone Maintenance Program was in relation to stability standards.																					
	-																					
	MOVED by D. Mifflin, seconded by L. Hensman to adopt the Minutes as presented.																					
	<b>CARRIED</b>																					
	L. Hensman advised that there were some typographical errors in the Minutes and she would provide these to V. Harvey. Additionally it was noted that in future when the Minutes are filed in the Board Minute Book a copy of the appropriate Agenda would be included.	L. Hensman D. Rowe																				
<b>3.0</b>	<b><u>Financial Update</u></b>																					

<u>ITEM</u>	<u>DISCUSSION</u>	<u>ACTION BY</u>
3.1	<u>2008 Year To Date Financial Reports</u>  The financial reports were presented to Board Members for information purposes, and clarification was provided by the Secretary-Registrar on questions arising from Board Members.  3.1.1 Comparative Income Statement at 30 November 2008  3.1.2 Bank balances – at December 1, 2008 – it was explained that some of the bottom line income is deferred income to 2009 as a result of the ongoing 2009 registration process.	
3.2	Balance Sheet at 30 November 2008	
3.3	Summary of Cheques Issued Since Last Board Meeting  Moved by E. Toope seconded by Miffin to adopt the financial report as presented. <b>CARRIED</b>  It was agreed that reference to the Harris Trust Fund would be removed from the financial reports as the Trust Fund is no longer held by the Board but has been transferred to PANL.	D. Rowe
<b>4.0</b>	<b><u>Business Arising from the Minutes</u></b>	
4.1	<u>Role of Pharmacy Technicians</u>  The Proposed Overview of Technician Regulation was presented by Keith Bailey with the discussion on same including the following:  1. In future the term “Pharmacy Assistant” will be used to refer to persons who have been delegated pharmacists functions by pharmacists, and the term “Pharmacy Technician” will be reserved to refer to persons who have completed a nationally accredited pharmacy technician program and have been registered by a pharmacy regulatory authority. 2. The Board will not provide a “register” of Pharmacy Assistants to NLCHI, but rather this would be a responsibility of the individual Pharmacists in Charge. 3. The requirement of the Board’s current Standard of Practice referring to Pharmacy Technicians will be updated (with reference being to pharmacy “Assistants”) 4. The need for an educational session(s) for pharmacists, ideally as a joint effort with PANL, after the regulatory requirements have been put in place. 5. As suggested by M. Priddle, the ARNNL will be added to the list of key stakeholders to be consulted.. 6. June 30, 2009 is the proposed target date for implementation of revised Standards of Practice regarding the use of Pharmacy Assistants. 7. The Board recognizes the need to ensure patient care is not compromised by increasing the use of Pharmacy Assistants and reducing the use of	K. Bailey/ D. Rowe

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	Pharmacists as a means to ensure profits from a business perspective.  Moved by L Hensman that the proposed Pharmacy Assistant Regulations be approved in principle, seconded by M. Priddle. <b>CARRIED</b>	
4.2	<u>Legislative and Regulatory Discussion with NLCHI</u>  Secretary-Registrar reported on correspondence submitted to the Minister of Health regarding necessary <i>Pharmacy Act</i> changes required re the Pharmacy Network, and the subsequent meetings between G. Bruce, NLPB Legal Counsel, and the Government's legislative legal staff. It was also reported that the <i>Act</i> changes are not shown on the Order Paper for the current sitting of the House.  It was suggested that a special meeting of the Board could be convened to review the Pharmacy Network in detail, including the impact of the Pharmacy Network on Standards of Pharmacy Practice. Ms. Priddle suggested that NLCHI could facilitate such a session as well as cost share the expenses. It was agreed that this would be held in conjunction with the next Board Meeting (at a date in February to be determined.)	D. Rowe/ M. Priddle
4.3	<u>Joint Meeting Between Pharmacy and Medicine November 17, 2008</u>  Secretary-Registrar reported on the results of a meeting between himself and representatives of the CPSNL (Dr. Young), NLMA (R. Ritter), and PANL (Rick Elliott) to discuss Out of Province Prescriptions and Medication Management as follows:  4.3.1 Out of Province Prescriptions: Subsequent to the meeting Dr. Young indicated CPSNL would not object to the Board's proposal and the amended wording proposed for the definition of a "prescription" has since been relayed to Government.  4.3.2 Medication Management: The representatives of both CPSNL and NLMA did not object to the Board's proposal concerning four areas of medication management, those being: continuation of care, emergency supply, adaptation of prescriptions and authorization of non-prescription drugs. Mr. Ritter did wish to follow up on this with the NLMA liability policy holders. It was stated that the pharmacist would be liable for any changes made to the prescription but the physician would be responsible for the content of the original prescription <b>only</b> . There would be a requirement for notification by the pharmacist to the physician of any extended refill or adaptation made to the original prescription.  The proposed amendments to the Pharmacy Regulations to permit agreement between NLPB and CPSNL on medication management have been drafted by NLPB legal counsel and submitted to Government for consideration and further discussion. The intent is for continuing discussion with the stakeholders to take place in the interim on the protocols required.	D. Rowe/ G. Bruce
5.0	<u>Updates</u>	
5.1	<u>Blueprint for Pharmacy Response</u> : Secretary-Registrar reported that support in	

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principle of the Blueprint had been submitted to CPHA, with it being noted that while approval in principle was given there was no commitment made on behalf of the Board in terms of finances as the priorities of the Board have already been set in their Strategic Plan. Some concern was expressed by the Secretary-Registrar regarding the CPHA approach to provincial bodies for a fiscal commitment for the funding of a Secretariat.

5.2 CIHI Pharmacy Human Resources Database

Board Members were provided with the CIHI Health Human Resources Report for 2007 which included numbers for NL, however, it was noted the submission from NLPB was made prior to full population of our database therefore full numbers were not available nor reported on. It was also noted that the 2008 submission has been submitted to CIHI and is currently being reviewed prior to inclusion in the 2008 report, but no major anomalies have been identified in the first review.

5.3 Mutual Recognition Agreement and Agreement on Internal Trade

Secretary-Registrar provided an update on a meeting held in Saskatoon in October, attended by Ms. Crane and himself, as well as all Registrars of all PRA's, including Quebec, NWT and the Yukon. The meeting was an attempt to bring Quebec and the Territories onboard with the MRA, in advance of changes to the Agreement on Internal Trade which is due to come into effect April 1, 2009.

A particular point of contention in the past has been that Quebec does not require PEBC certification as an entry to practice requirement, as does all other provinces. The AIT amendments will require all provinces to recognize registrants of other provinces or territories without further testing or training. This meeting attempted to find an accommodation acceptable to all parties.

Further discussion arose at the meeting around reaching a consensus on the requirements for initial registration of international pharmacy graduates (IPGs). On going discussions on this issue was agreed to.

5.4 PHIA Education Program re Pharmacy Network (for pharmacists and public)

For clarification purposes, Ms. Priddle advised that the PHIA Education program refers to sessions by the Department of Health, not NLCHI. Following this clarification it was noted that the Privacy Standards of the Board will require review to ensure they will be in compliance with the PHIA.

D. Rowe

5.5 100<sup>th</sup> Anniversary Celebrations

Secretary-Registrar reported on tentative bookings made by the committee Chair, Jerry Young, with the Delta Hotel in St. John's for April 23-25, 2009. It was also reported that

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	<p>PANL were not in agreement with hosting a joint conference. Following discussion it was agreed as follows:</p>	
	<p>1. While the Board appreciates the initiative shown by J. Young, and thanks him for his efforts, it was agreed the tentative dates of April 23-25, 2009 were not acceptable to the Board and the proposed agreement with the Delta should not be confirmed at this point.</p>	D. Rowe
	<p>2. A meeting of the NLPB 100<sup>th</sup> Anniversary Committee should be held to further discuss the dates and location for the anniversary celebrations, following which a further meeting will be requested with PANL.</p>	100 <sup>th</sup> Anniversary Comm.
	<p>3. The date of September 18, 2010 was identified as the preferred date for the Anniversary Celebrations.</p>	
	<p>4. Both Keith Bailey, through Trent White, and Brian Healy offered to talk to PANL representatives regarding the timing of the 100<sup>th</sup> Celebrations and the Board's proposal of a joint conference.</p>	K. Bailey B. Healy
<b>6.0</b>	<b><u>New Business</u></b>	
6.1	<b><u>Amendments to Standards of Practice for Continuing Pharmacy Education</u></b>	
	<p>Rowe presented the draft revised Standards of Practice which had been tabled at the October 5-6<sup>th</sup>, 2008 meeting of the Board. After discussion, L. Hensman MOVED adoption of the proposed revised Continuing Pharmacy Education Standard of Pharmacy Practice, seconded by D. Mifflin. <b>CARRIED</b></p>	
	<p>It was agreed that the revised Standards will not be circulated to pharmacists until further clarification and discussion concerning the decision to eliminate carry-over of credits could take place at the February Board meeting.</p>	D. Rowe
	<p>Representatives of the Registration &amp; Licensing Committee will be requested to attend the next meeting of the Board to discuss the rationale of the Committee on their recommendation to discontinue allowance of carry-over of credits from one year to the next.</p>	
6.1.2	<b><u>Recommendation from Registration and Licensing Committee re categories of registration</u></b>	
	<p>Deferred for future discussion by the Board.</p>	D. Rowe
6.2	NLCHI Provider Registry Memorandum of Understanding	
	<p>MOVED by B Healy seconded by K Bailey that the Secretary-Registrar sign off on the MOU with NLCHI. <b>CARRIED</b></p>	
6.3	Council of Independent Community Pharmacy Owners, Letter of 21 November 2008	D. Rowe
	<p>Provided for information purposes only.</p>	
6.4		

<u>ITEM</u>	<u>DISCUSSION</u>	<u>ACTION BY</u>
7.0	<b><u>Other Business</u></b>	
7.1	<b><u>Pharmacy Network Update</u></b>  Ms. Priddle provided a Project Update to Board Members for their information and requested if they require any clarification they should address it at the next Board Meeting. The impact of the required legislative amendments not being addressed by the House of Assembly in their current session was also discussed.	
7.2	<b><u>Office Operations</u></b>  Following a brief discussion it was agreed that Ms. Lynn Morrissey, who had been the Facilitator for the Board's Strategic Planning Session of 05 December 2008 would be contracted to undertake a review of the NLPB Board Office Operations. A time frame of 20-30 hours was suggested for completion. The anticipated deliverable date would be March 2009.	D. Rowe
7.3	<b><u>Correspondence from Western Health (Dr. Greg Mercer), dated 01 December 2008– Ref disposal of Sharps</u></b>  Secretary Registrar to refer to the appropriate Department of the Provincial Government.	D. Rowe
7.4	<b><u>Nurse Practitioner Regulations:</u></b>  Board Members were advised that no update was available at this time as the Regulations have yet been approved by the Minister and the Committee has not met. It was also reported that Ms. Betty Lundrigan has retired and Ms. Bev McIsaac is now overseeing the Nurse Practitioner Regulations issues at ARNNL.	
7.5	<b><u>Date of next meeting</u></b> No firm decision on the date of the next meeting was reached, however, M. Priddle noted a full day meeting will be required to consider issues related to the Pharmacy Network. She will discuss this further with the Secretary-Registrar in mid-December.  While February was cited as the preferred date for the next Board meeting, the following Board Members and staff noted they would be unavailable as follows:  J. Howlett not available from the 12-16 February L. Hensman is not available for February 1 <sup>st</sup> Neither K. Bailey nor V. Harvey is available for the last weekend of February.	
7.6	<b><u>Report on Complaints and Discipline cases in progress</u></b>  (In Camera)	
8.0	<b><u>Motion to Adjourn</u></b>	

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A motion to adjourn was moved by B. Healy at approximately 3:45 p.m.

Newfoundland and Labrador Pharmacy Board Meeting  
Saturday, December 6, 2008  
9:00am to 3:30pm

**AGENDA**

- 1.0 Call to Order and Adoption of Agenda
  - 1.1 Conflict of Interest Declaration (if any)
- 2.0 Minutes of previous meetings:
  - 2.1 Board Meeting October 5-6, 2008
- 3.0 Finance Update
  - 3.1 Review of 2008 YTD financial reports
    - 3.1.1 Income Statement
    - 3.1.2 Balance Sheet
  - 3.2 Current bank balances
  - 3.3 Summary of cheques issued since last meeting
- 4.0 Business Arising from Minutes:
  - 4.1 Role of Pharmacy Assistants Report
  - 4.2 Legislative and regulatory discussion with NLCHI
  - 4.3 Joint Meeting between Pharmacy and Medicine
    - 4.3.1 Out of Province Prescriptions
    - 4.3.2 Continuation of Care Prescriptions and Medication Management
- 5.0 Updates:
  - 5.1 Blue print for Pharmacy Response
  - 5.2 CIHI Pharmacy Human Resources Database
  - 5.3 Mutual Recognition Agreement and Agreement on Internal Trade
  - 5.4 PHIA Education Program re Pharmacy Network (for pharmacists and public)
  - 5.5 100<sup>th</sup> Anniversary Committee
- 6.0 New Business:
  - 6.1 Amendments to *Standards of Practice for Continuing Pharmacy Education*
    - 6.1.1 Report from Registration and Licensing Committee re carry over of CEU credits
    - 6.1.2 Recommendation from Registration and Licensing Committee re categories of registration
  - 6.2 NLCHI Provider Registry Memorandum of Understanding
  - 6.3 Council of Independent Community Pharmacy Owners correspondence
- 7.0 Other Business:
  - 7.1 Pharmacy Network Update
  - 7.2 NLPB Office Operations
  - 7.3 Western Health Correspondence re Disposal of Sharps
  - 7.4 Date of next meeting
  - 7.5 Report on complaints and discipline cases in progress (In Camera)
- 8.0 Adjournment (target 3:30pm Saturday)