NEWFOUNDLAND AND LABRADOR PHARMACY BOARD

2010 ANNUAL REPORT

Celebrating 100 Years

Embracing the Past...Anticipating the Future
To set, govern and advance the standards and scope of pharmacy practice and pharmacy service for the people of Newfoundland and Labrador.

MISSION STATEMENT

STRATEGIC GOALS 2009-2011

-1- Optimize the Practice of Pharmacy to Enhance Patient Care

-2- Guide and Direct Continuous Professional Development of Pharmacists and Others Involved in the Practice of Pharmacy

-3- Ensure Ongoing Evaluation for the Improvement of Policy and Practices

-4- Promote and Advance the Profession Through Collaboration and Building Partnerships with Vested Parties

-5- Regulate and Govern the Profession in a Manner Which Assures the Public of Proficiency and Competency in Pharmacy Practice

NLPB BOARD MEMBERS 2009-2010

Pictured (from left to right): Donald F. Rowe (Secretary-Registrar), David Jenkins (Zone 2), John Rideout (Past Chair, Zone 3), Dr. Deborah Kelly (Executive Member, Zone 1), Brian Healy (at large), Dr. Linda Hensman (at large), Keith Bailey (Chair, at large), Christina Tulk (Vice-Chair, Zone 4), Donald Mifflin (appointed lay member), Eugene Tooke (appointed lay member)
On behalf of the Board, our office team and the pharmacists of the Province, I am very pleased to take this opportunity to reflect on our accomplishments this past year and to look forward to our future. With many changes occurring in our profession, including the expanded clinical role of the pharmacist in both community and institutional practice, continued specialization in the hospital setting, the Pharmacy Network and the movement toward technician regulation, these are indeed interesting times. While such rapid change can be challenging, I encourage pharmacists to reflect on the opportunities each can bring to enhance patient care and find even greater fulfillment in our careers. As one of the most respected health care providers we have a bright future in this, our 100th year of organized pharmacy in Newfoundland and Labrador.

In addition to our day to day mandate of public protection and regulation of pharmacy, this year the Board has continued to focus on our strategic plan with great success. Of note I’d like to highlight a few key areas:

Office Reorganization – This year, we embarked on a process to review both the physical and operational structure of the Board office with an eye to improving an already solid team. Renovations have now been completed to the reception area in order to improve service to both the public and the pharmacy community. In addition, Melanie Healey has provided a wealth of expertise in the area of professional practice and our newest team members, Aileen O’Keefe and Meghan Handrigan, have truly complemented Don and Arlene. We have also implemented an annual review process for the Board, our committees and staff to ensure we deliver the best possible support for the community and the profession. Finally, I encourage pharmacists and the public to visit Apothecary Hall and see the improvements! While you are there, why not stop by the Pharmacy Museum? It is not to be missed! Many thanks to Joan O’Mara who continues to volunteer her time to oversee the museum.

Medication Management – We are all pleased to see pharmacists in this Province very close to having the ability to provide interim supplies of medication to patients, extended refills and adapt prescriptions under the umbrella of medication management. While this is an important first step, we continue to look to the rest of the country for other areas of advanced practice including immunizations that will serve to improve patient care.

Pharmacy Network – The Board has adopted standards of practice regarding the pharmacy network and we continue to support its implementation with the goal of ensuring better care for the people of Newfoundland and Labrador. Many thanks to the pharmacists and staff at the reference sites who have supported the implementation and to all pharmacists who attended the education sessions. Once fully implemented, the Pharmacy Network will provide a powerful tool for pharmacists across the Province.

Technician Regulation – This year, the Board also endorsed a framework that will enable us to regulate pharmacy technicians and establish their role in pharmacy practice. This is intended to be both practical and reflective of the needs of varying practice settings. Please stay in touch with the ongoing changes and provide feedback to the office.

Communication – The Board has been very keen to continue to enhance our communication to the public as well as both internal and external stakeholders. Through zone meetings, a greatly enhanced website, regular FAXes and newsletters, we strive to ensure you are informed and engaged. Our committees have been very active again this year and I’d like to thank each member for their commitment to the profession.

On a personal note, I’d like to thank the other members of the Board for their expertise, support and commitment. In addition, the office team has again provided outstanding dedication and their hard work is noticed by all. Finally, I would like to thank Veronica Harvey for her years of service to the Board and wish her all the best in the future – you are missed.

More now than ever in these times of change we need pharmacists in the Province engaged and involved in the future of our profession. Please get involved in the Board, our committees and respond to our calls for volunteers.

Respectfully,
Keith Bailey
Chair, NL Pharmacy Board
Chairman Keith and Members of the Board:

I am pleased to present to you my seventeenth annual report as Secretary-Registrar.

The Pharmacy Board members have responsibility for administering the statutory obligations of the Board such as registration of pharmacists and pharmacy students, licensing of pharmacies, ensuring adherence to standards of practice and the investigation and processing of complaints and disciplinary issues. The Board’s staff members implement the policies and priorities established in the Strategic Plan adopted by the Board and to this end also provides administrative support to the Executive Committee and the various other Committees of the Board.

Registration and Licensing Process and the Maintenance of Registers

The Registration and Licensing Committee’s Terms of Reference include making recommendations to the Board regarding the Standards of Practice for Continuing Pharmacy Education, accreditation of Continuing Education programs and the implementation and operation of a program of Continuing Professional Development (CPD). The Committee also functions as the Board of Examiners and oversees the Board’s Registration Examinations.

During the past year the Committee implemented revised Standards of Pharmacy Practice for Continuing Pharmacy Education (Continuing Professional Development) which were adopted by the Board, guided by the experience gained from previous year’s operation of the program, the information gathered from the auditing of Learning Portfolios and direct feedback from pharmacists. This review included updating the separate documents related to the CPD program (i.e. the Standards of Pharmacy Practice, the CPD Handbook, and the various Learning Portfolio documentation forms) and merging them into a single package. The revised Standards of Practice reduced the duplication of documentation required under the previous Standards and also permitted simplification of the auditing process since “carry-over” of CPD credits form the previous year. The Committee used its authority under these revised Standards to grant an extension on compliance to a pharmacist based upon extenuating medical circumstances. That pharmacist has since complied with the requirements, and is now fully licensed.

In the audit of 2009 Learning Portfolios a total of 245 pharmacists were selected for auditing of their CPD activities. One hundred and twenty were selected at random, while a further 125 were selected based on triggers related to the Professional Development Log submitted with their licence renewal application for 2010, or as follow-up to the audit of their 2008 activities. Of these pharmacists, all submitted the required documentation for auditing and upon the first review by the committee (a process that took two days) 196 were found to be acceptable. 46 required further clarification. After the second meeting of the committee one pharmacist was asked to meet with the Deputy Registrar to discuss ongoing issues. This issue should be resolved within days of writing of this report.

The Committee now has three years of information gained from the audit process, including feedback and comments from the pharmacists involved. This information and feedback enables the Committee to consider further refinements and updating of various aspects of the program for future years.

The registration of new pharmacy graduates usually takes place in early July, after the results of the PEBC Examinations have been released and the graduates practice experience requirements have been completed. In April, 23 MUN Pharmacy students (of a class of 40) and 2 pharmacist transferees from other provinces wrote our Registration Examination. All were successful and it is expected that they will register with the Board as pharmacists within the first weeks of July.

While there has been a slow but gradual increase in the number of practising pharmacists in the province, we continue to monitor the human resources needs of pharmacy, particularly at a time when the number of prescriptions filled in the province continues to increase. It is also a cause of concern that our hospital pharmacies continue to experience difficulties in recruiting and retaining a sufficient number of pharmacists to offer the expanded clinical pharmacy services that are now expected in the hospital pharmacy setting, and that adequate budgetary funding for such positions appears
to be one of the factors in implementing expanded services.

The registration of new pharmacists and pharmacies and the annual licence renewal process has always been one of the core activities and responsibilities of our Board, as has been the ongoing maintenance of the various Registers kept by the Board. These duties, which were managed on a day to day basis in the past by our Executive Assistant, Veronica Harvey have increased significantly over the years due to a number of factors, including a slow but steady increase in the number of pharmacists and pharmacies registered, the addition of a Pharmacy Student / Intern Register, increased pharmacist demographic information being collected and submitted to the Canadian Institute for Health Information (CIHI) to enable our participation in their Health Human Resources monitoring and research project, provision of pharmacist and pharmacy data to the Provider Registry of the NLCHI Pharmacy Network and increased administrative and documentation responsibilities arising from changes to the Practice Experience requirements of studentship / internship for pharmacy students seeking registration with our Board.

In addition to these increasing demands upon staff, an expanded and more complex registration database was installed in the fall of 2008 which requires considerable time for entry of core data. We are continuing to customize configuration of this database to the needs of our particular organization and we are also investigating the feasibility of implementing on-line registration and profile updating capabilities through the database.

As a part of our reorganization of office duties and procedures, and after Veronica went on extended medical leave, the Board authorized a reallocation of the Executive Assistant position into two separate positions, that of Office Administrator and Registration and Licensing Administrator. The day to day management of the pharmacist, pharmacy and student registers will be handled by the Registration Administrator. The Registration Administrator will also be responsible for further development and administration of the database. Day to day functioning of the office will be done by the Office Administrator, who will also become conversant with administration of the database, as a backup to the Registration Administrator.

**Inspections and Monitoring of Adherence to Standards of Practice**

The duties of the Deputy Registrar, besides conducting regular pharmacy visits and inspections, include coordinating the complaints and discipline process and guiding the activities of several Board committees. Our Assistant Registrar for the west coast and for hospital pharmacy issues continues to provide service, advice and availability to pharmacists in the western portion of the island and Labrador.

As in the past, this year, our Deputy and Assistant Registrars’ visits to pharmacies have included regular inspections to both community and hospital pharmacies as well as pre-opening inspections. They are also called upon from time to time to assist in the investigation of complaints that are received by the Board.

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Besides ensuring compliance with Standards of Practice and Operations with respect to documentation and record keeping, visits by our Deputy and Assistant Registrars now place more and more emphasis on the establishment and documentation of policies and procedures in pharmacies to ensure quality of patient care and the reduction, as much as possible, of the risk of medication errors. Inspections of pharmacies also pay more attention to professional practice issues, review of narcotic and controlled drug audits, and the documentation required under legislation. We also rely on these visits to pharmacies by the Deputy and Assistant Registrars to provide direct feedback and input from pharmacists in the actual day to day practice of pharmacy.

The Deputy and Assistant Registrar also review with pharmacists any revisions to Standards of Practice or Board policies. Particular emphasis in the coming year will be put upon new Standards of Practice related to the Pharmacy Network and Standards of Practice related to Medication Management.

Our Deputy and Assistant Registrars continue to share valuable information, collaboration and experience from
their counterparts across the country through participation at the Canadian Pharmacy Inspectors Symposium.

The Professional Affairs Coordinator has enabled us to provide much more enhanced background research and development work to assist our Committees in meeting the objectives set by the Strategic Plan. Again this year considerable work has been done to review existing Standards of Practice, and Board Policies, accompanied by an on-going process of standardizing and updating these documents where necessary. Another project being spearheaded by the Professional Affairs Coordinator is the updating of the Board website to make it more intuitively organized, with the latest versions of posted information.

The additional staffing resources has also enabled us to work more effectively towards providing the background documentation that will be necessary to implement enhancements to pharmacy practice, and ultimately improved patient care in this province. The increased staffing and implementation of improved technology in our offices is also being accompanied by a formal review of our office organization, procedures and position descriptions to ensure as much as possible the most effective use of those resources.

**Administration of Complaints and Discipline Process**

**On going Allegations and Complaints:**

Since our last annual meeting the Board has dealt with seven formal (written) allegations against pharmacists or pharmacies, which had been previously reported to the Complaints Authorization Committee (CAC), but not yet completed. These allegations included:

- Referred to Discipline Tribunal and now completed:

**Case #1**

The Audit and Claims Integrity division of the Department of Health and Community Services alleged that following an audit of billings to the NLPDP by a pharmacy, a number of issues had been identified that may be of interest to the Board, namely:

1. expired prescriptions continuing to be filled,
2. no supporting prescriptions on file for prescriptions filled,
3. unauthorized refills or excess quantities being filled or refilled,
4. verbal prescriptions that did not document the required information, and
5. “emergency supply” of one prescription, filled without a prescription from a physician.

The CAC found that there were reasonable grounds to believe the respondent had engaged in conduct deserving of sanction in relation to issues 1, 2, 3 and 4. The CAC did not think there were reasonable grounds to forward issue number 5 to a hearing, since the pharmacist used their professional judgment, as reflected by documentation on this prescription. The panel instructed the Secretary-Registrar to file the first four complaints against the respondent and refer them to the disciplinary panel for a hearing. The committee also felt that the following additional issues should be brought to the attention of the Disciplinary Panel:

- the practice of rewriting “Doctors’ Orders” forms and identifying them as verbal prescriptions,
- the issue of the pharmacist-in-charge changing the automatic 365 day expiry date for prescriptions in the pharmacy computer,
- the acceptability of a policy that all medications written at the Long Term Care Centre serviced by the pharmacy are to be continued until discontinued by a physician, and
- the appropriateness of using physician’s prescription pads to write up verbal orders.

The Adjudication Tribunal accepted guilty pleas entered by the pharmacist-in-charge in respect of Complaints 1, 2, 3 and 4 and the proposed disposition of the Complaint, and ordered:

- Reprimands to be issued by the Board to the pharmacist-in-charge in respect of Complaints 1, 2, 3 and 4;
- The pharmacist-in-charge will immediately implement practices satisfactory to the Board, and will provide a written policy and procedure document covering the issues raised in the Complaint, including those detailed in the Agreed Statement of Facts, satisfactory to the Board, by December 31, 2009, or such later date as may be agreed by the Secretary-Registrar;
- Costs in the amount of $10,000.00 to be paid by the pharmacist-in-charge; and,
- publication of a summary of the Order of the Adjudication Tribunal, on a no-name basis, in The Apothecary newsletter.
Case #2

An adjudication tribunal heard an allegation lodged by the Secretary-Registrar against a pharmacist practicing in a hospital setting. At the same time an allegation of professional misconduct by the same pharmacist was received from the administration of the hospital at which the pharmacist had been practicing.

As a result of the allegations and upon the recommendation of the CAC, the Board had suspended the pharmacist’s licence to practice pending a hearing into the complaints. Subsequently, the adjudication tribunal ruled that the pharmacist had committed a number of violations of the Pharmacy Regulations, including:

- failing to abide by the terms, conditions or limitations of a licence;
- acting as a pharmacist while the ability to perform an action as a pharmacist is impaired by alcohol or by a drug;
- failing to maintain the standards of practice of the profession, including written standards; and
- conduct or an act relevant to the practice of pharmacy that, having regard to all the circumstances, would reasonably be regarded by members as disgraceful dishonorable or unprofessional”

The order of the panel included the following conditions:

- that he be reprimanded by the Board.
- that he participate fully in a rehabilitation program for alcohol and/or drug dependency acceptable to the Board and continue to participate in such programs until notified otherwise by the Board.
- that he provide blood and/or urine samples on a random basis for screening to determine that he is alcohol and drug free.
- that, prior to reinstatement of his licence and his re-entry to practice, he provide the Board with written medical clearance from his attending physician that he is suitable to return to work, with no restrictions.
- that he advise the Secretary-Registrar, verbally or in writing, of every pharmacy where he practices, for any period of time.
- that he notify the pharmacist-in-charge of any pharmacy in which he practices of this order.
- that he cannot be designated as the pharmacist-in-charge of a pharmacy or be responsible for the general management and supervision of a pharmacy without the written consent of the Board.
- that violation of this order by him will result in an allegation being referred to the CAC.
- that the terms, conditions and restrictions on practice and all reporting requirements imposed by this order shall remain in effect until removed by notice in writing by the Board.
- that he agrees to pay to the Board the costs of the investigation and hearing related to this complaint and any costs to the Board associated with his participation in the rehabilitation program and the blood and/or urine screening.
- that there shall be publication of the Order of the Adjudication Tribunal in accordance with section 44 of the Pharmacy Act.

Case #3

Determination of appropriate penalties as a result of a decision of professional misconduct having been rendered against a pharmacy and both of the pharmacists practicing at that location had been postponed pending the outcome of an appeal to the courts by both pharmacists. This appeal was subsequently dropped and a hearing to determine penalties received a joint submission on penalty agreed to be the Secretary-Registrar and both pharmacists. The tribunal accepted the joint submission and ordered as follows:

- A formal reprimand be entered on the files of both pharmacists on the Register of the NL Pharmacy Board.
- Any prescriptions which had been improperly charged to the account of the patient or her insurer and which have not been repaid will be reimbursed to the appropriate party by the Respondents or the pharmacy immediately.
- Both pharmacists must successfully complete the registration examination of the Pharmacy Board within three months of the Order of the Adjudication Tribunal;
- There will be publication of a summary of the Decision and Order of the Adjudication Tribunal, on a named basis, in The Apothecary;
- Both pharmacists will pay the costs of the investigation and hearing of the subject complaints, on a 60%: 40% basis by the Pharmacist-in-Charge
and the Staff Pharmacist respectively, such costs to be paid within 60 days of the Order of the Adjudication Tribunal, or such further time as may be agreed by the Pharmacy Board.

Both pharmacists have subsequently written the Registration Examination. The exams were marked by three different persons and in every case both pharmacists received a failing grade on the exam. One pharmacist passed the registration exam on the second attempt. The second pharmacist failed the registration exam on the second attempt and his licence to practice was suspended until successful completion of the exam. The second pharmacist’s licence was re-instated on September 3, 2009.

Reported to the CAC and completed, but which were not sent to a Discipline Tribunal:

Case #4
The CAC considered an allegation from a patient regarding an incident that had taken place at the pharmacy where it was alleged that the patient was treated discourteously by a pharmacist and other pharmacy staff with respect to third party insurance coverage and income tax receipts. The panel ruled that there were not reasonable grounds to believe that the respondent had engaged in conduct deserving of sanction with respect to the practice of pharmacy and therefore the panel dismissed the allegation.

Case #5
The CAC considered an allegation received from a patient that alleged he had been dispensed the incorrect dosage of prednisone and that this error had not been discovered for four consecutive months. The panel found that on the initial filling of the prescription, the pharmacist had dispensed the correct dosage of prednisone (5mg), but that the prescription had been mislabeled (as 50mg). Subsequent to this, the patient returned to the pharmacy for a refill, at which time, the prescription was refilled by another pharmacist in accordance with the record in the pharmacy computer. Because of the previously undetected error prednisone 50mg was dispensed instead of prednisone 5mg, resulting in the patient taking a dosage of the medication that was 10-fold higher than prescribed. The panel decided that there were reasonable grounds to believe that both pharmacists involved at some point with this prescription had engaged in conduct deserving of sanction. The panel directed that the allegation be considered as constituting a complaint and that letters of caution be sent to each of the pharmacists involved.

The panel directed specific points should be noted in the letters of caution including:

- that the counselling and checking procedures developed for the pharmacy as a result of this prescription error be implemented by all pharmacists and staff in the pharmacy.
- that counselling must take place on every new prescription and should take place on refills. Checking the prescription bottle or package at the time of counselling is a very important step that every pharmacist should be doing to help prevent medication errors.
- that a report on this complaint, on a no names basis, be placed in the next edition of The Apothecary, so that ALL pharmacists will be reminded by this incident of their responsibilities to review checking procedures, to counsel patients on original and repeat fillings of prescriptions, and to generally review polices and procedures in their pharmacy to ensure error prevention as much as possible.
- that a copy of the policy and procedure developed by the pharmacy be distributed as a guide to help other pharmacies develop policy and procedure for reducing medication errors.

Reported to CAC, but tribunal still not completed:

Case #6
An allegation against a pharmacy from Medavie Blue Cross regarding a number of prescriptions submitted to them for payment. The prescriptions questioned by Medavie Blue Cross as a part of their audit of the pharmacy indicate there may be issues of failing to abide by certain federal of provincial regulations related to the practice of pharmacy. The CAC decided that there were reasonable grounds to believe that conduct deserving of sanction had occurred and instructed the Secretary-Registrar to file the complaint against the pharmacist-in-charge and further recommended to the Board that the Secretary-Registrar conduct an investigation of the respondent’s practice. A review of practice at the
pharmacy has begun in preparation for the holding of a hearing of the disciplinary panel.

**Case #7**

An allegation from the Audit and Claims Integrity division of the Department of Health and Community Services that multiple claims for prescriptions filled at a pharmacy, upon audit, indicate there may be issues of failing to abide by certain federal or provincial regulations related to the practice of pharmacy. This allegation remains under investigation by the CAC, a process involving a considerable amount of documentation, prior to further consideration by the panel.

**New Allegations:**

Since our last annual meeting the Board has dealt with four new formal (written) allegations against pharmacists or pharmacies. These allegations included:

**Reported to CAC but not yet completed:**

**Case #1**

An allegation was received from a physician that a patient had received medication after the prescription had expired. The Secretary – Registrar also laid an allegation that there was evidence that the pharmacist had failed to maintain the Standards of Pharmacy Practice related to Lock and Leave and the Standards of Pharmacy Practice related to the dispensing of Methadone. The panel was also presented with copies of a letter of allegation from the Royal Newfoundland Constabulary stating that the RNC have received confidential information that certain individuals have purchased and are continuing to purchase certain narcotics and controlled drugs from this same pharmacist. The allegations were referred back to the Secretary-Registrar for further investigation by the CAC, and the Secretary-Registrar or the Deputy Registrar have been given the authority to appoint another person or persons as they deem necessary and appropriate to assist in the investigation.

**Reported to the CAC & now complete:**

**Case #2**

An allegation was received in relation to the dispensing of a prescription for metformin that had been transferred from a pharmacy in Calgary to a pharmacy in this province. The metformin dispensed to the patient in Calgary was manufactured by GenPharm and the metformin dispensed in Newfoundland was manufactured by Sandoz. The patient alleged that she had been dispensed the wrong brand of drug and had suffered adverse effects as a result.

After consideration of the information placed before it, the panel ruled that the prescription in question had been filled in accordance with Pharmacy Regulations and in accordance with the Interchangeable Drug Products Formulary provisions of the Pharmaceutical Services Act. Therefore the panel found there were not reasonable grounds to believe that the respondent had engaged in conduct deserving of sanction with respect to the practice of pharmacy and therefore dismissed the allegation.

**Case #3**

An allegation was received from a pharmacist (Pharmacist A) against another pharmacist (Pharmacist B, the respondent).

The allegation related to difficulties Pharmacist A alleged she encountered when attempting to speak to Pharmacist B when transferring prescriptions between the two pharmacies. Having considered the information before it, the panel ruled that:

- The transferring of a prescription must include direct communication between the transferring and the receiving pharmacist, in order to ensure that all relevant information pertaining to the transfer is obtained.
- The process for transferring a prescription implied by the respondent in his letter of response would not have been in compliance with the requirements of Part C of the federal Food and Drug Regulations related to the transfer of prescriptions.
- There were reasonable grounds to believe the respondent had engaged in conduct deserving of sanction.

The panel ordered that a letter of caution be sent to the respondent and placed in his file. The letter cautioned the respondent to ensure direct communication with the other pharmacist when transferring a prescription.

**Case #4**

An allegation was lodged by a patient against a pharmacist stating that the pharmacist had refused to
provide a four month supply of medication as requested. It was also alleged that the pharmacist refused to transfer his prescription to another pharmacy following his request.

After consideration of the information placed before it, the panel ruled that there was no evidence that any regulations or standards of practice had been violated and therefore there were not reasonable grounds to believe that the respondent had engaged in conduct deserving of sanction with respect to the practice of pharmacy. The panel dismissed the allegation.

Case #5
An allegation was received from a patient that his pharmacist (unidentified) dispenses 30 days supply of medication when filling a prescription where the quantity to be dispensed is expressed in terms of “month” supply rather than the specific number of days occurring in the months for which the medication is intended. The patient alleges that as a result, over the course of the year he is left with a “shortfall” of 5 days supply.

The patient was informed that the standard interpretation of a “month” supply by pharmacists is “30 days” supply and that the allegation would not be dealt with further.

Legislative and Professional Practice Issues
A number of the Board’s Standards of Pharmacy Practice and Board Policies have been updated over the past year. These include Standards of Practice related to:

- The Pharmacy Network
- Delegation in Community Pharmacy
- Medication Management
- Provision of Pharmaceutical Care to Personal Care Homes and Community Care Homes
- National Model Standards of Practice for Canadian Pharmacists

The Board also adopted a Policy on the Accreditation of Continuing Professional Development programs.

Linked to the revision of the Standards of Practice on Delegation is the development of enabling regulations related to the regulation of pharmacy technicians, which is the subject of on going discussions with the Department of Health and Community Services.

Revisions to the Drug Schedules in this province were made by the Minister in February 8, 2010, based upon the recommendations of our Board, which in turn are based on recommendations of the National Drug Scheduling Advisory Committee.

A comprehensive review and revision of the current Pharmacy Regulations, Board Policies and Board Bylaws had been initiated in 2008 and continues.

School of Pharmacy
The School of Pharmacy at Memorial University is an invaluable partner to the Board and collaboration between the School and our Board continues to be essential to both partners. Dr. Linda Hensman, Director of the School of Pharmacy has attended Council/Board meetings in an observer status, even before her election to the Board. She continues as Chair of the Board’s Finance Committee. As well, Emily Munden has represented Memorial University Pharmacy Students as an observer at Board meetings during the past year.

Our Board and the School of Pharmacy jointly operates the practice experience program for students and interns through the Joint Committee on Structured Practice Experience. This committee is a valuable interface between the School of Pharmacy and the Board to ensure that pharmacy students are exposed to the day to day practice of pharmacy prior to completion of their academic and clinical training.

Our Board has representation on the Academic Council of the School of Pharmacy and actively supports the School’s White Coat Ceremony at which new pharmacy students are welcomed into the profession each year. This past year, NLPB was also actively involved in CCAPP’s accreditation site visit. We very much appreciate the continuing support that the faculty and staff of the School of Pharmacy have provided to our Board and its committees during this past year. Without this commitment and support the capabilities and effectiveness of our Committees would be greatly diminished.

Other External Partnering
The Board places great importance on its contact and relations with other health care professions and agencies in fulfilling its responsibilities to protect the public interest in practice of pharmacy. Pharmacists must play a more active role through formal, as well as informal, consultation and participation on committees and other working groups.
The Board continues to work towards increasing collaboration with the Pharmacists’ Association of Newfoundland and Labrador (PANL) and we are pleased that this year’s Annual Conference celebrating the 100th anniversary of the foundation of the Newfoundland Pharmacy Board and Newfoundland Pharmaceutical Society will be a joint effort of our Board and the Pharmacists’ Association.

The Board supports, where appropriate, the efforts of the local branch of the Canadian Society of Hospital Pharmacists (CSHP). This year the CSHP branch has assisted the Board in organizing a Continuing Professional Development Day at which the Board will commence pharmacist education related to Medication Management and the associated Standards of Practice.

The NLPB continues its involvement at the national and regional level through its involvement with and representation at the National Association of Pharmacy Regulatory Authorities (NAPRA), the Council of Pharmacy Registrars of Canada (CPRC), the Pharmacy Examining Board of Canada (PEBC) and the Canadian Council on Continuing Education in Pharmacy (CCCEP). It maintains involvement in the Canadian Pharmacists Association (CPHA) and the Canadian Society of Hospital Pharmacists (CSHP) through membership of Board staff. This keeps us in contact with the happenings in other provinces and allows us to input into national initiatives as well as being able to gather advice from our counterparts across the country. The Board regularly participates in regulatory discussions between various agencies of Health Canada and provincial pharmacy regulators and other health care stakeholders.

Significant work is being done in other provinces, and on the national level through NAPRA, PEBC and CCAPP, related to the regulation of pharmacy technicians. It should be noted that the growing consensus, led by the provinces of Ontario, Alberta and British Columbia, is in the direction of registration of Registered Pharmacy Technicians under the Pharmacy Act (or equivalent legislation in different provinces) and the establishment of a set scope of practice for Pharmacy Technicians that can be practised under their own authority and responsibility. Our Board has adopted a policy that we move in the same direction and will be developing background materials related to this issue based on the developments occurring in other provinces. Such a proposal will also involve regulatory and/or legislative changes.

On April 1, 2009 amendments to Chapter 7 of the national Agreement on Internal Trade mandated the recognition of pharmacists already registered in other provinces or territories of Canada. The National Association of Pharmacy Regulatory Authorities (NAPRA) has revised the Mutual Recognition Agreement entered into between most of the pharmacy regulatory bodies in Canada in April of 2000. The revised Mutual Recognition was signed on behalf of all provinces, including Quebec, the Yukon and the Northwest Territories, and came into effect by July 1, 2009. Emphasis in the revised Mutual Recognition Agreement focuses on harmonization of entry to practice requirements for pharmacists. NAPRA has also received significant federal funding to develop a centralized process for the accreditation of the credentials of international pharmacy graduates and to facilitate the transitioning of international graduates to the practice of pharmacy in Canada.

Our Board has been actively involved with the Canadian Institute for Health Information (CIHI) on the development of a Health Human Resources Database Development Project – Pharmacist Database. Having entered into an agreement with CIHI, our Board provides CIHI with anonymized data on the number of pharmacists practising in the province and demographic information about those pharmacists. As a part of this agreement our Board receives annual reports on the analysis of data, both on a national basis and also with specific reference to Newfoundland and Labrador information. This information will be more and more valuable in the future, particularly as comparative historical data accumulates and changing patterns or emerging trends can be identified.

The most significant external partnering that the Board has been involved with again this past year has been the work and consultation with the Newfoundland and Labrador Centre for Health Information (NLCHI) in the development of a Pharmacy Network for this province. Three reference (pilot) sites were initially connected to the network and general deployment officially began on May 26, 2010. It is planned that the remaining pharmacies in the province will be connected to the network over the coming year. Our Board provides regular updates on our pharmacist register to the NLCHI Provider Registry and is represented on the Pharmacy Network Governance Advisory Committee. Certain sections of the Personal Health Information Act (PHIA)
were proclaimed to facilitate the implementation of the Pharmacy Network, and the remaining sections of the Act are expected to come into effect later this year. A significant educational program for pharmacists about the PHIA and other specifics of the Pharmacy Network will be necessary before the network can be successfully implemented. In anticipation of the full deployment of the Network the Board has also adopted Standards of Pharmacy Practice related to the Pharmacy Network.

Conclusion

It continues to be my pleasure to oversee the day-to-day operations of the Board offices and implementation of the Board’s policies and initiatives. Special thanks go to our Board Chair, Keith, for his time and energies in leading the Board over the past year.

We would again particularly extend our thanks and appreciation to our ministerial appointees to the Board, Donald Mifflin and Eugene Toope who have given devoted service to the Board and its Finance and Complaints Authorization Committees. We are pleased that both of their appointments have been extended for a further three years. The contribution made by lay members to our Board over the years has been very valuable and positive and we very much value the insight that they provide to the Board discussions and decisions.

Our Board has been very well served again this past year by our office support staff. The issues faced by our board seem to grow every year and dealing with these issues has been particularly challenging this past year as we adjust to the changes in staffing at the office and the increasing focus on professional practice issues. Our Executive Assistant, Veronica Harvey, provided dedicated and professional service for more than 7 years, and we regret that she has been forced to take extended medical leave. Her dedicated service has enabled our office to function effectively these past years. We thank her for her efforts over the past years and wish her improved health.

We welcome Aileen O’Keefe and Meghan Handrigan to our staff and look forward to working with both of them in meeting the challenges of Completing the Board’s objectives.

We also owe a debt of gratitude to the many pharmacists who have served the Board’s various committees over the past year. Without the involvement of these committee members the Board would lose an important insight into the day-to-day reality of pharmacy practice. The involvement and insight of pharmacists at the committee level is vital to the success of the Board.

While Joan O’Mara has retired from work at the office, she continues to be intimately involved with the Apothecary Hall Trust and the operation of the James J. O’Mara Pharmacy Museum. She is a veritable walking encyclopaedia of NPhA history, and a human database of registration history. Her continued contribution to the profession is very much appreciated.

Special recognition must be given to the efforts and energy displayed by Sandra Carey as Chair of our Professional Practice Committee. Despite her incredible workload from involvement on the national level through her role as our representative on the Board of the National Association of Pharmacy Regulatory Authorities, she has devoted an exceptional amount of time to our Professional Practice Committee. We can not thank her enough for her contribution.

Melanie Healey has made a considerable contribution as the Professional Affairs Coordinator and continues completion of the necessary background work required for the many issues being addressed by our Board. Melanie’s thorough, efficient and organized approach to her work has enabled us to move these projects forward and to attain the goals set in our strategic plan to a far greater extent than we could have done on our own. I wish to personally thank Melanie for her excellent work.

Finally, I cannot conclude my report without offering my sincere thanks to the Deputy Registrar, Arlene Crane, for the exceptional dedication and enthusiasm that she has given to her service to the Board again over the past year. A significant amount of the success achieved by our Board over the past year has been as a result of Arlene’s activities. I can not thank her enough for the assistance she has provided to me as Secretary-Registrar.

Respectfully submitted,
Donald F. Rowe, Secretary-Registrar
June 8, 2010
# Registration & Licensing Statistics

<table>
<thead>
<tr>
<th></th>
<th>2006</th>
<th>2007</th>
<th>2008</th>
<th>2009</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Pharmacists</td>
<td>388</td>
<td>374</td>
<td>379</td>
<td>383</td>
<td>452</td>
</tr>
<tr>
<td>Hospital Pharmacists</td>
<td>82</td>
<td>85</td>
<td>86</td>
<td>94</td>
<td>107</td>
</tr>
<tr>
<td>Part Time &amp; Relief Pharmacists</td>
<td>52</td>
<td>65</td>
<td>52</td>
<td>49</td>
<td>*</td>
</tr>
<tr>
<td>Administration Pharmacists</td>
<td>25</td>
<td>30</td>
<td>29</td>
<td>32</td>
<td>40</td>
</tr>
<tr>
<td>Out of Province Pharmacists</td>
<td>6</td>
<td>7</td>
<td>7</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Honorary Pharmacists</td>
<td>8</td>
<td>7</td>
<td>7</td>
<td>5</td>
<td>*</td>
</tr>
<tr>
<td>Wholesale Pharmacists</td>
<td>2</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>+</td>
</tr>
<tr>
<td><strong>Total Practicing Pharmacists</strong></td>
<td>563</td>
<td>569</td>
<td>562</td>
<td>570</td>
<td>604</td>
</tr>
<tr>
<td>Non Practicing Pharmacists</td>
<td>39</td>
<td>28</td>
<td>30</td>
<td>38</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total Membership</strong></td>
<td>602</td>
<td>597</td>
<td>592</td>
<td>608</td>
<td>622</td>
</tr>
</tbody>
</table>

**Total Number of Community Pharmacies:** 187  185  187  190  195

**Total Number of Hospital Pharmacies:** 14  15  15  15  15

* Included with Regular Category (i.e. Community, Hospital, etc.)
+ Included with Administrative Pharmacists

---

## Changes of Interest Since Last Report

### New Pharmacy Openings

- Bio-Script Pharmacy, St. John’s
- Green’s Drug Mart, Conception Bay South
- Lawtons Drugs, Topsail Road, St. John’s
- Metro Pharmacy, St. John’s
- The Medicine Shoppe Pharmacy, Baie Verte

### Pharmacy Closures

- Labrador Pharmachoice, Happy Valley - Goose Bay
- Lawtons Drugs, Cowan Avenue, St. John’s
- Lawtons Drugs, K-Mart Plaza, Topsail Road, St. John’s
- The Drug Store Pharmacy, Marystown

### Members, or Former Members, Deceased

- Neil Curtis, September 11, 2009
- Edward Galway, August 7, 2009
- Brendan Hogan, November 18, 2009
- Robert Loveys, June 1, 2010
- John Stowe, October 14, 2009
ITEM DISCUSSION

1.0 The meeting came to order at 2:45 p.m. with the following in attendance:

   Board
   John S. Rideout, Chair
   Joanne Howlett, Vice Chair
   Dave Jenkins
   Margot Priddle
   Eugene Toope
   Linda Hensman
   Donald Mifflin
   Brian Healy

   Staff
   Donald Rowe, Secretary-Registrar
   Veronica Harvey, Executive Assistant

   Regrets
   Observers
   Debbie Kelly
   Christina Tulk

2.0 MOVED by B. Healy, seconded by E. Toope to adopt the Agenda as presented. CARRIED

3.0 A minute silence was held for the following:

   Michael J. O’Brien, October 17, 2008 (d)

4.0 Annual Conflict of Interest Statement

   The annual Conflict of Interest Statement was circulated to Board Members for completion and return to the Board.

5.0 Minutes of 2008 Annual General Meeting

   MOVED by L. Hensman, seconded by D. Mifflin to adopt the Minutes as presented. CARRIED

6.0 Business Arising From the Minutes - None

7.0 Audited Financial Statements for 2008

   MOVED by B. Healy, seconded by E. Toope to adopt the Audited Financial Statements for 2008 as presented. CARRIED

8.0 Appointment of Auditor

   MOVED by L. Hensman, seconded by B. Healy to reappoint John Buckingham as auditor for the Board.

   D. Rowe to ask him to attend the next meeting of the Finance Committee.

9.0 Adoption of Annual Report

   MOVED by B. Healy, seconded D. Mifflin by to adopt the Annual Report as presented. CARRIED
10.0 **Questions on Annual Report**

Corrections to be noted:
- Pg 24 – 2008 calendar year
- Under School of Pharmacy – no Evaluation Committee or Entrance Committee – remove from report
- Christina Tulk not Christine

Reproduce the Board Listing to show newly elected Members

11.0 **Announcement of Election Results 2008**

Zone 1 – Debbie Kelly
Zone 4 – Christina Tulk

Secretary-Registrar welcomed D. Kelly and C. Tulk to the Board. He expressed his personal thanks, and those of the Board, to J. Howlett and M. Priddle for their service to the Board and made a presentation to both on behalf of the Board.

12.0 **Pharmacists’ Forum** – None

13.0 **Motion to Adjourn**

The meeting adjourned at 2.59 p.m. by motion from B. Healy.
To the Members of Newfoundland and Labrador Pharmacy Board

We have audited the statement of financial position of Newfoundland and Labrador Pharmacy Board as at December 31, 2009 and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended. These financial statements are the responsibility of the organization's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2009 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

St. John's, Newfoundland and Labrador
June 2, 2010

Harris Ryan

CHARTERED ACCOUNTANTS
# STATEMENT OF FINANCIAL POSITION

## FOR THE YEAR ENDED DECEMBER 31, 2009

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$611,226</td>
<td>$529,837</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>11,552</td>
<td>36,684</td>
</tr>
<tr>
<td>(Note 3)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>6,885</td>
<td>5,693</td>
</tr>
<tr>
<td></td>
<td>629,662</td>
<td>572,214</td>
</tr>
<tr>
<td>CAPITAL ASSETS</td>
<td>240,768</td>
<td>250,062</td>
</tr>
<tr>
<td>(Note 4)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LONG TERM INVESTMENTS</td>
<td>300,000</td>
<td>289,122</td>
</tr>
<tr>
<td></td>
<td>1,170,430</td>
<td>1,111,398</td>
</tr>
<tr>
<td><strong>LIABILITIES AND NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRENT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>$133,915</td>
<td>$132,238</td>
</tr>
<tr>
<td>(Note 5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fees and licenses</td>
<td>505,080</td>
<td>486,910</td>
</tr>
<tr>
<td>collected in advance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Note 6)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>638,995</td>
<td>619,148</td>
</tr>
<tr>
<td>NET ASSETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internally restricted</td>
<td>120,000</td>
<td>110,000</td>
</tr>
<tr>
<td>- Discipline legal</td>
<td></td>
<td></td>
</tr>
<tr>
<td>fund (Note 8)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invested in capital</td>
<td>240,768</td>
<td>250,062</td>
</tr>
<tr>
<td>assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrestricted</td>
<td>170,667</td>
<td>132,188</td>
</tr>
<tr>
<td></td>
<td>531,435</td>
<td>492,250</td>
</tr>
<tr>
<td></td>
<td>1,170,430</td>
<td>1,111,398</td>
</tr>
<tr>
<td>NET ASSETS - BEGINNING OF YEAR</td>
<td>Invested in capital assets</td>
<td>Internally Restricted Discipline Legal (Note 8)</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Excess of revenue over expenses</td>
<td>$250,062</td>
<td>$110,000</td>
</tr>
<tr>
<td>Capital assets purchased</td>
<td>(12,860)</td>
<td>-</td>
</tr>
<tr>
<td>Transfer</td>
<td>3,566</td>
<td>-</td>
</tr>
<tr>
<td>NET ASSETS - END OF YEAR</td>
<td>$240,768</td>
<td>$120,000</td>
</tr>
</tbody>
</table>
### STATEMENT OF REVENUES AND EXPENDITURES

**FOR THE YEAR ENDED DECEMBER 31, 2009**

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pharmacist licenses</td>
<td>$328,900</td>
<td>$249,050</td>
</tr>
<tr>
<td>Business licenses</td>
<td>188,800</td>
<td>190,900</td>
</tr>
<tr>
<td>Non-practicing licenses</td>
<td>2,625</td>
<td>2,625</td>
</tr>
<tr>
<td>Other</td>
<td>14,641</td>
<td>9,524</td>
</tr>
<tr>
<td>Student registration</td>
<td>9,100</td>
<td>8,450</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>543,868</strong></td>
<td><strong>460,549</strong></td>
</tr>
<tr>
<td><strong>OTHER REVENUE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discipline recoveries</td>
<td>20,165</td>
<td>31,715</td>
</tr>
<tr>
<td>Interest</td>
<td>9,798</td>
<td>15,649</td>
</tr>
<tr>
<td><strong>Total Other Revenue</strong></td>
<td><strong>29,961</strong></td>
<td><strong>47,364</strong></td>
</tr>
<tr>
<td><strong>EXPENDITURES (Schedule 1)</strong></td>
<td><strong>152,505</strong></td>
<td><strong>183,368</strong></td>
</tr>
</tbody>
</table>

### ADMINISTRATIVE EXPENSES

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and benefits</td>
<td>316,629</td>
<td>231,605</td>
</tr>
<tr>
<td>Board</td>
<td>17,782</td>
<td>16,374</td>
</tr>
<tr>
<td>Secretary/Registrar</td>
<td>6,820</td>
<td>4,570</td>
</tr>
<tr>
<td>Deputy and Assistant Registrars</td>
<td>7,139</td>
<td>8,305</td>
</tr>
<tr>
<td>Other committees</td>
<td>8,171</td>
<td>3,897</td>
</tr>
<tr>
<td>Discipline - legal</td>
<td>20,379</td>
<td>32,046</td>
</tr>
<tr>
<td>Discipline - other than legal</td>
<td>4,073</td>
<td>7,681</td>
</tr>
<tr>
<td>Executive</td>
<td>1,144</td>
<td>2,530</td>
</tr>
<tr>
<td><strong>Total Administrative Expenses</strong></td>
<td><strong>382,137</strong></td>
<td><strong>307,008</strong></td>
</tr>
</tbody>
</table>

### EXCESS OF REVENUE OVER EXPENSES

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Excess of Revenue Over Expenses</strong></td>
<td><strong>$39,185</strong></td>
<td><strong>$17,537</strong></td>
</tr>
</tbody>
</table>
## STATEMENT OF CASH FLOWS

**FOR THE YEAR ENDED DECEMBER 31, 2009**

<table>
<thead>
<tr>
<th>Operating Activities</th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excess of revenue over expenses</td>
<td>$39,185</td>
<td>$17,537</td>
</tr>
<tr>
<td>Amortization</td>
<td>12,860</td>
<td>12,530</td>
</tr>
<tr>
<td></td>
<td><strong>52,045</strong></td>
<td><strong>30,067</strong></td>
</tr>
<tr>
<td>Changes in non-cash working capital:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>25,132</td>
<td>(20,958)</td>
</tr>
<tr>
<td>Accounts payable</td>
<td>1,677</td>
<td>23,621</td>
</tr>
<tr>
<td>Fees and licenses collected in advance</td>
<td>18,170</td>
<td>191,700</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>(1,192)</td>
<td>7,543</td>
</tr>
<tr>
<td></td>
<td><strong>43,787</strong></td>
<td><strong>201,906</strong></td>
</tr>
<tr>
<td>Cash flow from operating activities</td>
<td>95,832</td>
<td>231,973</td>
</tr>
</tbody>
</table>

## INVESTING ACTIVITIES

| Purchase of equipment      | (3,566) | (6,102) |
| Purchase of long term investments | (10,878) | (60,509) |
| Cash flow used by investing activities | (14,444) | (66,611) |

## INCREASE IN CASH FLOW

| Cash - beginning of year   | 529,837 | 364,475 |
| Cash - end of year         | **$611,225** | **$529,837** |

## SUPPLEMENTARY CASH FLOW INFORMATION

<table>
<thead>
<tr>
<th>Interest paid</th>
<th>$5,984</th>
<th>$8,094</th>
</tr>
</thead>
</table>
### EXPENDITURES (SCHEDULE 1)

**FOR THE YEAR ENDED DECEMBER 31, 2009**

<table>
<thead>
<tr>
<th>Item</th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit and accounting</td>
<td>$11,585</td>
<td>$11,025</td>
</tr>
<tr>
<td>Dues, fees, taxes</td>
<td>3,894</td>
<td>4,054</td>
</tr>
<tr>
<td>Insurance</td>
<td>2,228</td>
<td>4,931</td>
</tr>
<tr>
<td>Bank charges and fees</td>
<td>5,982</td>
<td>8,094</td>
</tr>
<tr>
<td>Legal, other than discipline</td>
<td>11,577</td>
<td>15,883</td>
</tr>
<tr>
<td>Postage</td>
<td>4,872</td>
<td>6,473</td>
</tr>
<tr>
<td>Office supplies</td>
<td>5,792</td>
<td>6,924</td>
</tr>
<tr>
<td>Equipment leasing</td>
<td>2,292</td>
<td>8,084</td>
</tr>
<tr>
<td>Amortization, other</td>
<td>4,530</td>
<td>3,850</td>
</tr>
<tr>
<td>New database</td>
<td>325</td>
<td>12,765</td>
</tr>
<tr>
<td>Communications</td>
<td>6,939</td>
<td>5,507</td>
</tr>
<tr>
<td>Professional Development</td>
<td>550</td>
<td>750</td>
</tr>
<tr>
<td>Computer programming</td>
<td>6,102</td>
<td>2,777</td>
</tr>
<tr>
<td>Consulting fees</td>
<td>15,588</td>
<td>14,430</td>
</tr>
<tr>
<td>Per capita assessments</td>
<td>30,153</td>
<td>30,177</td>
</tr>
<tr>
<td>Schedule of building expenditures (Schedule 2)</td>
<td>40,096</td>
<td>47,644</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$152,505</strong></td>
<td><strong>$183,368</strong></td>
</tr>
</tbody>
</table>

### BUILDING EXPENDITURES (SCHEDULE 2)

**FOR THE YEAR ENDED DECEMBER 31, 2009**

<table>
<thead>
<tr>
<th>Item</th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>$8,330</td>
<td>$8,680</td>
</tr>
<tr>
<td>Utilities and maintenance</td>
<td>20,905</td>
<td>30,717</td>
</tr>
<tr>
<td>Taxes and insurance</td>
<td>10,861</td>
<td>8,247</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$40,096</strong></td>
<td><strong>$47,644</strong></td>
</tr>
</tbody>
</table>
1. PURPOSE AND NATURE OF THE ORGANIZATION

The Newfoundland and Labrador Pharmacy Board is the statutory governing and self-regulatory body for the pharmacy profession in Newfoundland and Labrador. It supports and protects the health and well-being of the public and promotes excellence in the practice of pharmacy by setting and enforcing high standards of practice, competency and ethical conduct. The Board is a not-for-profit organization and as such is not subject to either federal or provincial income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue Recognition

Fees and licenses are due in advance at November 30 of each year for the following calendar year. Fees and licenses are recognized as revenue in the year to which they apply. Interest revenue is recognized as earned. Cost recoveries resulting from Discipline Committee orders are recognized only when there is an established payment agreement in place with the member and the agreement terms are current or, if in the opinion of the Board, there is a high probability that the cost will be recovered.

Long term investments

Long term investments consist of non-redeemable guaranteed investment certificates which are recorded at fair value.

Capital assets

Capital assets are stated at cost less accumulated amortization. Capital assets are amortized over their estimated useful lives at the following rates and methods:

- Buildings: 4% declining balance method
- Furniture and equipment: 20% declining balance method
- Computer equipment: 30% declining balance method

Contributed services

The Board and its members benefit from contributed services in the form of volunteer time for various committees. Due to the difficulty of determining its fair value, contributed services are not recognized in these financial statements.

(continues)
2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial instruments

In accordance with section 3855, Financial Instruments - Recognition and Measurement, financial instruments are classified into one of the following categories: held for trading, held to maturity, loans and receivables, available for sale or other financial liabilities. The classification determines the accounting treatment of the instrument. The Organization has made the following classifications for its financial assets and financial liabilities:

- **Cash**  
  Held for trading measured at fair value

- **Long term investments**  
  Available for sale measured at fair value

- **Accounts receivable**  
  Loans and receivables measured at amortized cost

- **Accounts payable**  
  Other liabilities measured at amortized cost

Financial instruments measured at amortized cost are initially recognized at fair value and then subsequently measured at amortized cost.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Capital management

Capital is comprised of the organization’s net assets and any debt that it may issue. As of December 31, 2009, the organization’s net asset position was $531,435 and it had no outstanding debt. The organization’s objectives when managing capital is to ensure it maintains adequate capital to continue to support its mandate and to protect its ability to meet its on-going liabilities. The organization is not subject to externally imposed requirements on capital.

3. ACCOUNTS RECEIVABLE

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discipline recoveries</td>
<td>$ 7,261</td>
<td>$ 31,715</td>
</tr>
<tr>
<td>Accrued interest</td>
<td>$ 4,292</td>
<td>$ 4,969</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$ 11,552</strong></td>
<td><strong>$ 36,684</strong></td>
</tr>
</tbody>
</table>
4. CAPITAL ASSETS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Land</td>
<td>$26,000</td>
<td>$-</td>
<td>$26,000</td>
<td>$26,000</td>
</tr>
<tr>
<td>Building</td>
<td>$472,133</td>
<td>$272,127</td>
<td>$200,006</td>
<td>$208,336</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>$22,822</td>
<td>$17,619</td>
<td>$5,203</td>
<td>$6,963</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>$53,654</td>
<td>$44,095</td>
<td>$9,559</td>
<td>$8,763</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$574,609</strong></td>
<td><strong>$333,841</strong></td>
<td><strong>$240,768</strong></td>
<td><strong>$250,062</strong></td>
</tr>
</tbody>
</table>

5. ACCOUNTS PAYABLE

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade payables and accruals</td>
<td>$29,763</td>
<td>$33,185</td>
</tr>
<tr>
<td>HST and source deductions</td>
<td>$74,868</td>
<td>$64,092</td>
</tr>
<tr>
<td>Salaries, pension and severance</td>
<td>$28,284</td>
<td>$34,961</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$133,915</strong></td>
<td><strong>$132,238</strong></td>
</tr>
</tbody>
</table>

6. FEES PAID IN ADVANCE

<table>
<thead>
<tr>
<th></th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Practicing members fees</td>
<td>$315,150</td>
<td>$302,500</td>
</tr>
<tr>
<td>Business licenses</td>
<td>$187,680</td>
<td>$182,160</td>
</tr>
<tr>
<td>Non-practicing members fees</td>
<td>$2,250</td>
<td>$2,250</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$505,080</strong></td>
<td><strong>$486,910</strong></td>
</tr>
</tbody>
</table>

7. COMMITMENTS

The organization has entered into lease agreements for rental of office equipment requiring payments over the next four years as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>$1,992</td>
</tr>
<tr>
<td>2011</td>
<td>$1,992</td>
</tr>
<tr>
<td>2012</td>
<td>$1,992</td>
</tr>
<tr>
<td>2013</td>
<td>$996</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$6,972</strong></td>
</tr>
</tbody>
</table>
8. INTERNALLY RESTRICTED FUNDS

The Board has internally restricted $120,000 of unrestricted net assets to the Discipline Legal Fund to be used as a contingency against any exceptional litigation fees resulting from any future disciplinary actions. The balance in this fund will be reviewed annually and maintained at a level determined by the Board.

9. FINANCIAL INSTRUMENTS

Fair Value

The organization's carrying value of cash, accounts receivable, and accounts payable approximates its fair value due to the immediate or short term maturity of these instruments.

The long term investments are carried at fair value.

10. COMPARATIVE FIGURES

The prior year comparative figures were audited by another firm of public accountants who expressed an opinion without reservation on June 4, 2009.

Certain of the comparative figures have been restated to conform to the current year's presentation.
COMPLAINTS AUTHORIZATION COMMITTEE
responsible for considering allegations about the professional practice of pharmacists referred to it by the Secretary-Registrar.

Donald Mifflin, Chair
Current Board Members

DISCIPLINARY PANEL
responsible for considering complaints referred to it by the Complaints Authorization Committee.
Bernd Staeben, Chair
Colleen Abbott-Hibbs
Mike Batt
Barry Downey
Stephen Gillingham
Denise O'Brien
Connie Burt, alternate
Janice Chalker
Walter Fleming
Jeff Fost
Ron Pomeroy
Wanda Spurrell
Jerry Young
Bill Simmons, alternate
Kathy Ann Cormier, lay representative
Nicholas F. Hurley, lay representative

FINANCE COMMITTEE
responsible to advise the Board on all matters pertaining to finance, including budgets, investments, long-term financing and any other financial matters as designated by the Board.
Linda Hensman, Chair
Sandra Carey
Brian Healy
Eugene Toope

JOINT COMMITTEE ON STRUCTURED PRACTICE EXPERIENCE
makes recommendations to the Newfoundland & Labrador Pharmacy Board and the Council of the School of Pharmacy on all matters pertaining to the structured practice experience program including the placement of students, appointment and orientation of preceptors, educational materials and methods of evaluation to be used during the practice experience periods.
Pamela Carter
Randy McFadyen
Justin Peddle

LEGISLATIVE COMMITTEE
responsible for pharmacy legislation including reviewing existing legislation and for drafting any amendments to current legislation.
Derrick Hierlihy, Chair
Carson Collins
David Galway
Brian Healy
Keith Hogan
Seumas Gibbons
Susan Gillingham
Trent White
Jerry Young

PROFESSIONAL PRACTICE COMMITTEE
responsible for professional practice issues and the advancement of the scope of practice of pharmacists. may strike sub-committees or working groups on relevant professional practice areas with the approval of the Executive.
Sandra Carey, Chair

Sub-Committee on Long Term Care
Darlene Mansfield, Chair
Dwight Ball
Brian Healy
Derek Long
Jason Ryan
Ken Walsh

Sub-Committee on Medication Management / Advanced Practice
Sandra Carey, Chair
Dwight Ball
Jason Druken
Scott Edwards
Debbie Kelly
Ashley Layden
Christina Tulk
Jerry Young

Sub-Committee on Pharmacy Assistants / Regulated Technicians
Sandra Carey, Chair
Keith Bailey
Lois Battcock
Rod Forsey
April LeGrow
Patricia Spurrell
Ken Walsh
REGISTRATION & LICENSING COMMITTEE

responsible for all matters relating to the requirements for initial registration and annual licensing of pharmacists, continuing pharmaceutical education and continuing professional development, and any other matters referred to it by the Board.

Barbara Thomas, Chair
Darren Bursey
Jason Druken
Susan Gladney-Martin
Lynn Hartery
Debbie Kelly
Jason Kielly
Derek Long
Kraig Manuel
Gerald Peckham
Leslie Phillips
Jason Ryan
Barbara Scaplen
Heather Seeley
Christina Tulk

EXTERNAL REPRESENTATIVES

Association of Registered Nurses of NL Nurse Practitioner Standards Committee
Margot Priddle

Canadian Council on Continuing Education in Pharmacy Board of Directors
Barbara Thomas

MUN School of Pharmacy Academic Council
Don Rowe

National Association of Pharmacy Regulatory Authorities Board of Directors
Linda Hensman

National Association of Pharmacy Regulatory Authorities National Advisory Committee on Licensing
Juan Edwards

Newfoundland and Labrador Centre for Health Information Pharmacy Network Governance Advisory Committee
Keith Bailey

Newfoundland and Labrador Interchangeable Formulary Advisory Committee
Keith Bailey

Pharmacy Examining Board of Canada Board of Directors
Karen Mercer

Provincial Advisory Committee on Opioid Treatment Services
Don Rowe