



Newfoundland and Labrador Pharmacy Board

Interpretation Guide

Requirements for Registration as a Pharmacist-in-Charge

Introduction

When a pharmacist applies to the Board to become designated as the pharmacist-in-charge of a pharmacy, he or she is doing so understanding that this position is one of great professional responsibility. The pharmacist-in-charge assumes full responsibility for the operation of that pharmacy as well as for all activities carried out by both the professional and the non-professional staff. The pharmacist-in-charge is also responsible for establishing and implementing policies and procedures for the pharmacy and for ensuring that the practice of pharmacy and the operation of the pharmacy is in compliance with the legislative and regulatory framework including the *Pharmacy Act, 2012*, the regulations, standards of practice, and Code of Ethics as well as other provincial and federal legislation relating to the distribution of drugs and privacy legislation.

The pharmacist should have suitable prior experience and expect to give the position their primary attention. The Board has established the following minimum requirements that must be met prior to being approved as a potential pharmacist-in-charge.

Requirements

1. When applying to either become pharmacist-in-charge of an existing pharmacy or open a new pharmacy, the pharmacist must complete and submit the appropriate form along with the appropriate fee.
2. Prior to applying to be registered as a pharmacist-in-charge of a pharmacy, pharmacists must demonstrate that they:
 - are registered as a practicing pharmacist in Newfoundland and Labrador with no limitations on his or her practice;
 - have been practicing pharmacy in the province for at least the 12 months immediately prior to applying;
 - agree to practice in the pharmacy for at least half of the operating hours of the pharmacy; and
 - can provide proof of successful completion of an education program on the responsibilities of a pharmacist-in-charge approved by the Board;.
3. Once the Registrar's office is satisfied that the pharmacist will be able to fulfill the responsibilities of being a pharmacist-in-charge, the application will be approved and the pharmacist will be notified.