

ANNUAL REPORT 2014



NEWFOUNDLAND & LABRADOR
PHARMACY BOARD

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Message from the Board Chair and Registrar

On behalf of the Newfoundland and Labrador Pharmacy Board members and staff, it is our pleasure to present the 2014 Annual Report. This report provides highlights of achievements and celebrates the milestones and work of the Board in 2014.

The Board had a very busy year in 2014, meeting many of its strategic goals facilitated by the proclamation of regulations to Pharmacy Act 2012. Some highlights include the launch of the Quality Assurance Program, preparations for regulation and registration of pharmacy technicians, and implementing ***Standards for the Safe and Effective Administration of Drug Therapy by Inhalation or Injection***.

The Board revised and refreshed the Code of Ethics in 2014 to address the realities of today's practice. A key benchmark for monitoring and addressing registrants' conduct, the Code of Ethics supports the Board in fulfilling its mandate to protect the public and provides direction to registrants when faced with ethical dilemmas.

In keeping with the Board's commitment to public safety, the Board is also very pleased to have revised and implemented the ***Standards for the Safe and Effective Provision of medication for the Treatment of Opioid Dependence***.

In early 2015 the Board participated in a strategic session to re-assess and affirm priorities, mission and strategic directions. The Board will continue to focus on the regulations and standards development for safe and effective pharmacist prescribing, enabling pharmacists to fully apply their skills and competencies within the provincial healthcare system as experts in medication therapy management.

Thank you for taking the time to read the 2014 Annual Report.

About the Board

The Newfoundland and Labrador Pharmacy Board is the regulatory body for the profession of pharmacy in the province. We serve to protect the public and hold NL pharmacists and pharmacy technicians accountable to

the established Code of Ethics, Standards of Practice, legislation, policies and guidelines that are relevant to pharmacy practice. We also ensure that pharmacies within the province meet the required standards of operation.



OUR MISSION:

The Newfoundland and Labrador Pharmacy Board protects the people of the province by governing the profession of pharmacy to ensure quality and ethical care.



OUR VALUES:

Accountability
Collaboration
Integrity
Transparency



OUR VISION:

Advancing Pharmacy Care for a Safe and Healthy Community.



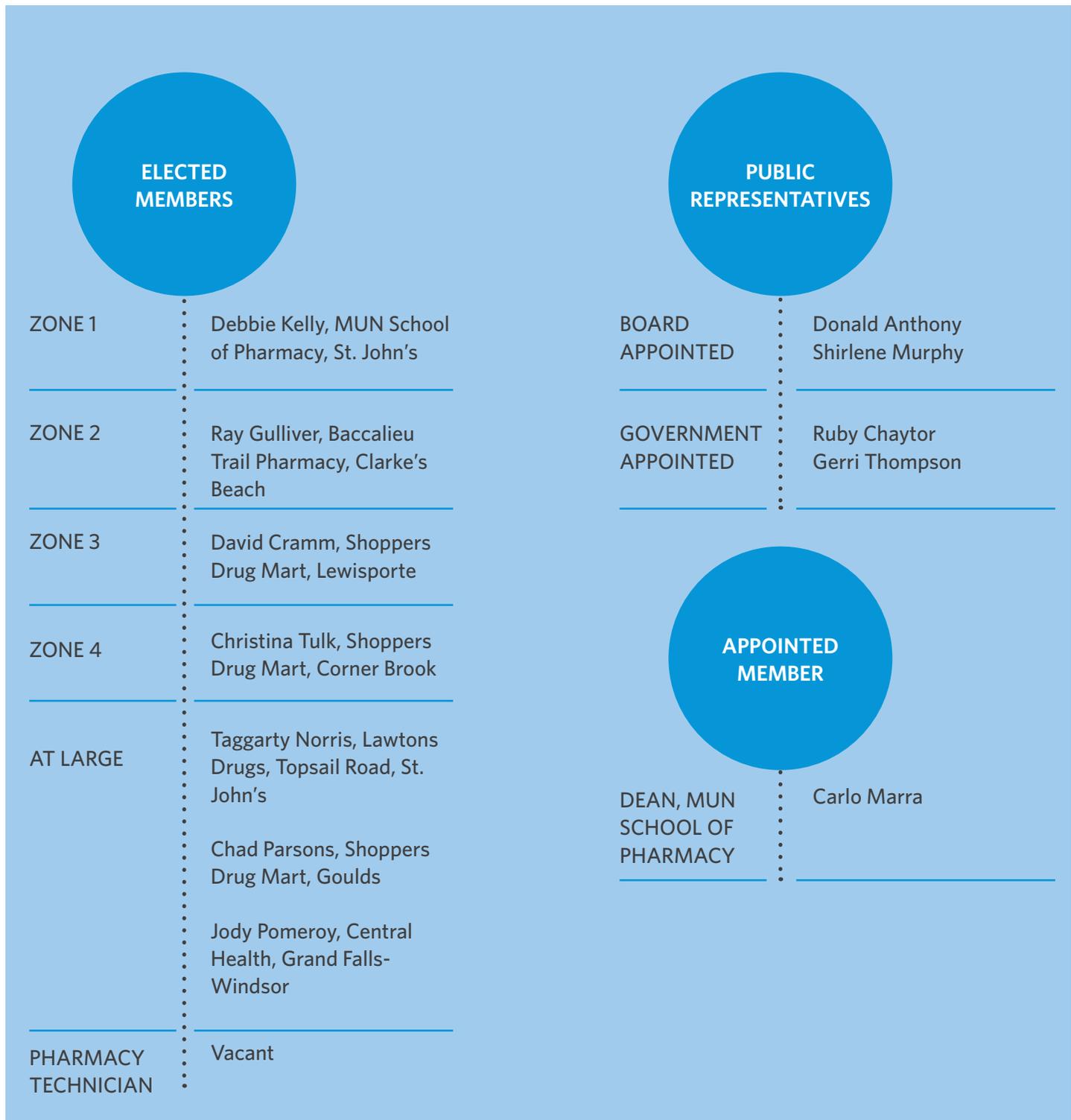
LEGAL POWERS AND AUTHORITY

As a regulated healthcare profession, pharmacy is governed through a number of provincial and federal pieces of legislation. The legal powers and the duties of the Board are set out in the Pharmacy Act 2012, and the accompanying Regulations.

Board Members

The Board is overseen by seven elected pharmacists, one pharmacy technician (vacant in 2014), two government appointed public members, two Board appointed public members, and the Dean of Memorial University School of Pharmacy.

The Board's primary goal is to ensure that the interests of the public are protected and maintained. The Board is the policy-making group, providing leadership and guidance for the profession in delivering pharmacy services to the public.



Meet the New Members

NEW PUBLIC REPRESENTATIVE APPOINTED GERRI THOMPSON

Gerri Thompson has a long standing career in health care practice and executive administration. She is a graduate of both St. Clare's and Memorial University Schools of Nursing and holds a Master of Science from Memorial University's Faculty of Medicine. She has expertise in public health, policy development and evaluation working within the regional health care systems and as a senior consultant with the Department of Health and Community Services.

Gerri is active in her professional affiliations, volunteer associations and personal pursuits that include keeping fit, playing bridge and spending time with family and friends. Gerri and her husband, Mark, live in St. John's.



TAGGARTY NORRIS

Taggart graduated from Memorial University School of Pharmacy in 2011 and, since then, has been practicing pharmacy at Lawtons Drugs on Topsail Road in St. John's. In addition, she currently serves as a consultant pharmacist for Sobeys Pharmacy Group's COPD Pharmacist Intervention Project. Taggart strives to inspire young pharmacists to become involved in their profession as well as to encourage young women to pursue a career in pharmacy. Taggart currently lives in Mount Pearl with her husband, Ryan.



CHAD PARSONS

Chad graduated from MUN School of Pharmacy in 2003 and started his career as a staff pharmacist at Shoppers Drug Mart in Carbonear. He completed the Shoppers Drug Mart Leadership Excellence and Development program and became the Associate/Owner of Shoppers Drug Mart, Goulds in 2006. As a practicing pharmacist and pharmacy owner, Chad is glad to see the profession evolve and actively promotes expanded scopes of practice among his pharmacy team members. His wife, Nancy, also a pharmacist, practices in both an independent community pharmacy and hospital setting. Chad currently resides in Bay Roberts with Nancy and their two children, Ben and Ava.



JODY POMEROY

Jody graduated from Memorial University School of Pharmacy in 2006 and initially practiced in community pharmacy before moving to Central Health in Grand Falls-Windsor in 2009. Jody is very excited to see the move towards Pharmacy Technician regulation in NL, having participated in the development of the Pharmacy Examining Board of Canada (PEBC) Pharmacy Technician Qualifying Exam for several years. While his primary practice site is hospital pharmacy, Jody continues to provide relief services to community pharmacies. Jody currently lives in Grand Falls-Windsor with his wife, Tonya and their son, Nicholas.



Board Committees

Statutory and standing committees support the work of the Board. Committees are comprised of elected members, public appointments and registrant

volunteers. In 2014, the Board restructured its committees and taskforces to align with Pharmacy Act 2012 and the new regulations.

THE EXECUTIVE COMMITTEE

The Executive Committee considers and takes action on all matters delegated to it by the Board and all matters requiring immediate attention between Board meetings.

- David Cramm
Chair
- Donald Anthony
Vice-Chair
- Christina Tulk
Past Chair
- Jody Pomeroy
Executive Member

COMPLAINTS AUTHORIZATION COMMITTEE

The Complaints Authorization Committee is responsible for considering allegations regarding professional practice referred to it by the Registrar. The Complaints Authorization Committee is convened when required and consists of no less than three board members, at least one of whom is appointed to represent the public interest.

- Current Board Members

DISCIPLINARY PANEL

The Disciplinary Panel is responsible for considering complaints referred to it by the Complaints Authorization Committee.

- Colleen Abbott-Hibbs
- Mike Batt
- Janice Chalker
- Barry Downey
- Walter Fleming
- Jeff Fost
- Stephen Gillingham
- Denise O'Brien
- Ron M. Pomeroy
- Jeremy Reid
- Heather Seeley
- Ron Sheppard
Public Representative
- Bill Simmons
- Wanda Spurrell
- Robert Williams
Public Representative
- Jerry Young
- Yvonne Young
Public Representative

REGISTRATION AND LICENSING COMMITTEE

The Registration and Licensing Committee supports continued competency and encourages continuing professional development of registrants.

- Barbara Thomas
Chair
- Patricia Clark
- Scott Dawe
- Jason Druken
- Susan Gladney-Martin
- Ray Gulliver
- Lynn Hartery
- Debbie Kelly
- Jason Kielly
- Derek Long
- Jeremy Parsons
- Gerald Peckham
- Leslie Phillips
- Jody Pomeroy
- Jeremy Reid
- Jason Ryan
- Barbara Scaplen
- Christina Tulk

FINANCE AND AUDIT COMMITTEE

The Finance and Audit committee is responsible for overseeing, reviewing, and developing recommendations and advising the Board and Registrar on the financial operation of the NLPB.

- Christina Tulk
Chair
- David Cramm
- Ray Gulliver
- Shirlene Murphy
- Taggarty Norris

Quality Assurance Program

In June of 2013, the Board approved the Quality Assurance framework which has been guiding the program's development. The system-based approach is multi-dimensional and paves the way for an accountability model of excellence in pharmacy practice.

The framework is flexible, sustainable and forward-looking, covering all aspects of practice with the ultimate goal of medication and patient safety.

Quality Assurance Continuum



As a component of Quality Assurance, the Board operationalized community pharmacy practice site assessments over the past year.

Looking ahead to 2015, the Board will be developing and operationalizing the hospital pharmacy practice site assessments.

23 Community Pharmacy Practice Site Assessments



8 Independent



15 Chain

Ensuring Competent Registrants

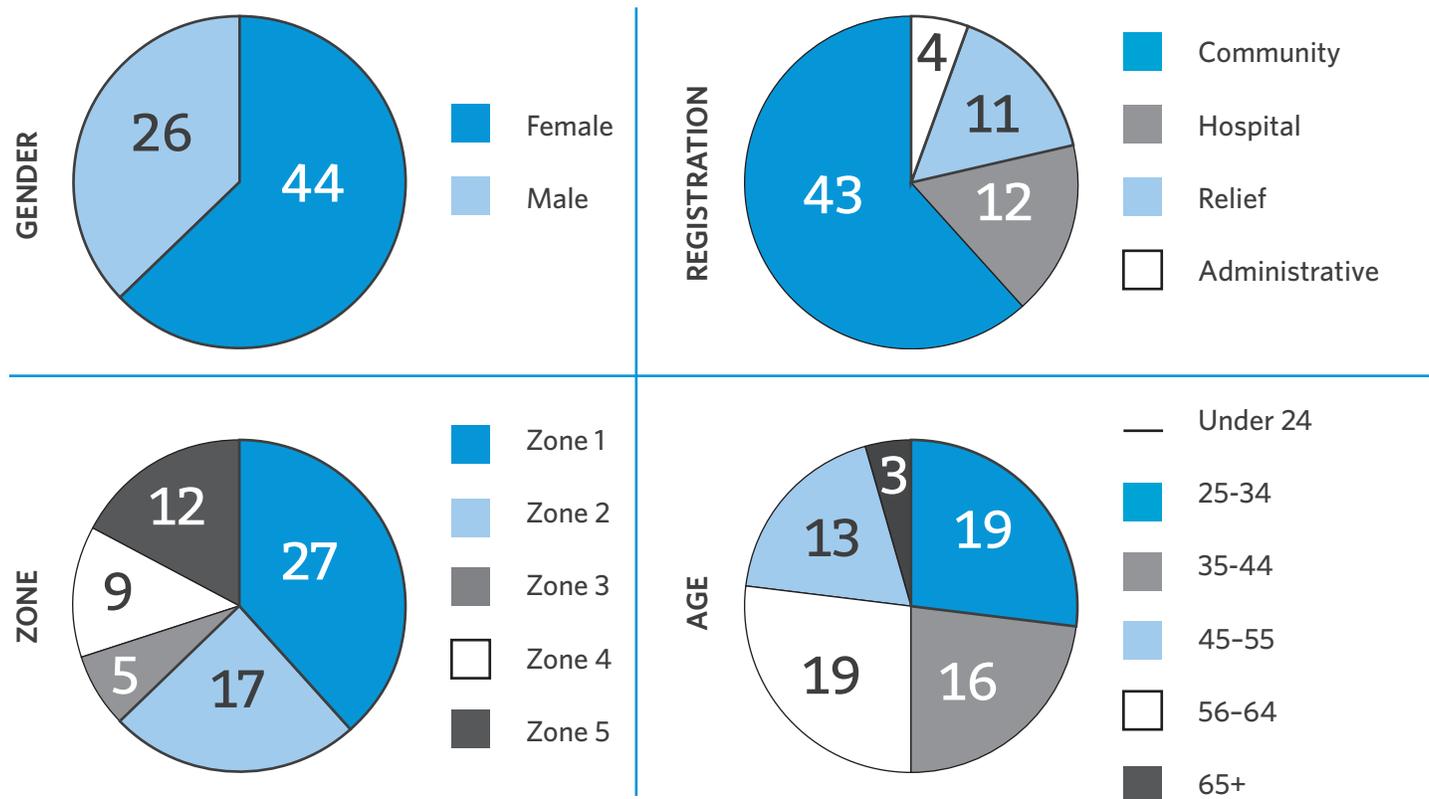
To ensure they maintain their competency and skills, all pharmacy professionals in Newfoundland and Labrador are encouraged to engage in professional development. Pharmacists are required by legislation to participate in and keep records of their continuing education and professional development. The Board offers a tool that

allows registrants to with document their learning activities online.

In 2014, 10% of registered practicing pharmacists were randomly selected to participate in the annual professional development audit.

FIRST REVIEW MARCH 6, 2015	SECOND REVIEW APRIL 8, 2015	THIRD REVIEW MAY 28, 2015
70 reviewed	11 reviewed	2 reviewed
59 compliant	9 compliant	2 compliant
11 required to provide additional information	2 required to provide additional information	

BREAKDOWN OF THE 70 PHARMACISTS WHO WERE AUDITED IN 2015:



Investigating and Resolving Complaints

As the regulatory body for the profession of pharmacy, the Board is responsible for investigating issues related to practice. The Board conducts investigations into the conduct of pharmacists, pharmacy students, pharmacy interns and pharmacy technicians for reasons related to allegations of professional misconduct, incompetence and/or incapacity.

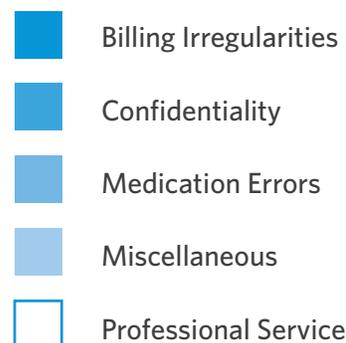
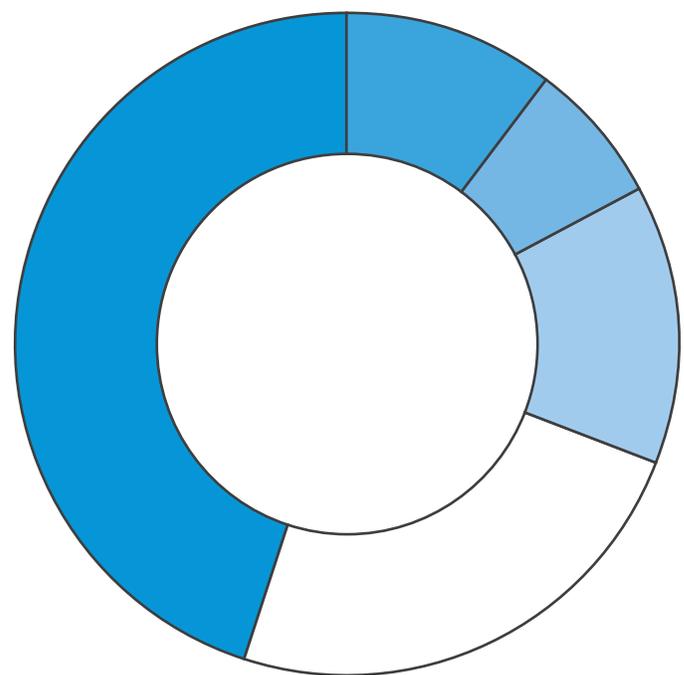
Any member of the public who is dissatisfied with the care or services provided by a registrant or a pharmacy may file a formal complaint or report the information to the Board. The Board investigates and resolves the complaints received to ensure registrant are providing safe and ethical care.

There are a number of ways we may be informed about a potential issue with a registrant or practice site. For example, employers, facility owners and other regulated healthcare professionals have a mandatory obligation to report certain concerns including professional misconduct, incapacity or incompetence.

During 2014, there were 29 conduct issues received by the Board, 25 that were resolved by the Office of the Registrar and 4 were resolved by the Complaints Authorization Committee. There were no Discipline Tribunals initiated in 2014.

Of the issues investigated in 2014, 44% were related to perceived professional service issues and 24% were related to perceived medication errors.

Types of Complaints/Allegations





Registration and Licensing Statistics

	2010	2011	2012	2013	2014
Community Pharmacists	452	484	514	501	528
Hospital Pharmacists	107	98	99	112	111
Administrative Pharmacists	40	37	38	43	40
TOTAL PRACTICING PHARMACISTS	604	630	656	666	679
TOTAL NUMBER OF COMMUNITY PHARMACIES	195	194	190	190	196
TOTAL NUMBER OF HOSPITAL PHARMACIES	15	15	15	15	15
TOTAL PHARMACIES	210	209	205	205	211

NEW PHARMACY OPENINGS	PHARMACY CLOSURES	MEMEBERS, OR FORMER MEMBERS, DECEASED
Bayshore Pharmacy, St. John's	Justa Pharmacy, St. John's	Don Miffin, February 1, 2014
Medicine Shoppe, Corner Brook		Ian Vaughan, April 22, 2014
Remedy's Rx, Bay Roberts	Dawe's Pharmacy, Hearts Content	George J. Groves, August 13, 2014
Remedy's Rx , Carbonear		William P. Kirby, August 19, 2014
Innomar, St. John's		Kevin Walsh, December 4, 2014
Medicine Shoppe, Pasadena		Fraser Day, December 18, 2014
South Coast Dispensary, Forteau		
NuCare Pharmacy Home Services, St. John's		



Minutes of 2014 Annual General Meeting

1.0 CALL TO ORDER AND ADOPTION OF AGENDA

The meeting was called to order at 12:10 p.m. The Board Chair, Christina Tulk, asked all registered pharmacists present to sign the attendance sheet. She then welcomed the observers who were present and asked them to stand and identify themselves.

PHARMACISTS REGISTERED WITH NLPB

Alicia Wall
Andrea Woodland
Angie Payne
David Collins
Heather Ryan
Joanne Howlett
Karen Mercer
Kirsti Parmiter
Leslie Phillips
Lisa Bishop
Nicole Dawe
Pamela Rudkin
Patricia Spurrell
Richard Coombs
Sandra Carey
Sarah Fennell
Steve Janes
Trent White

OBSERVERS

Karim Nasir
Amit Negandhi
Stephen Reid
Karen Wolfe

2.0 INTRODUCTION OF BOARD MEMBERS

Christina Tulk introduced the Board Members and staff present at the AGM.

EXECUTIVE

Zone 4
Christina Tulk, Chair

Zone 3
David Cramm, Vice Chair

Zone 2
Ray Gulliver, Past Chair

Public Representative
Donald Anthony, Executive Member

BOARD MEMBERS

Zone 1
Debbie Kelly

At Large
Keith Bailey, Shawn Vallis
Dean, School of Pharmacy
Carlo Marra

Public Representatives
Ruby Chaytor, Gerri Thompson

Regrets
Sheldon Baines
Shirlene Murphy, Public Representative

STAFF

Margot Priddle, Registrar
Melanie Healey, Professional Practice Manager
Noelle Hookey, Pharmacy Practice Advisor
Meghan Handrigan, Office Administrator

3.0 MINUTE OF SILENCE IN MEMORIAM

A minute of silence was observed in memory of pharmacists who were registered with the Board and have passed away since the last AGM. In particular:

Ian Vaughan (12-1268)
April 22, 2014

George Groves (52-127)
August 13, 2014

William Kirby (64-179)
August 19, 2014

In addition, the Board recognized the passing of public representative and past Board Chair.

Donald Mifflin
February 1, 2014

4.0 HIGHLIGHTS OF 2013 ANNUAL REPORT

Copies of the Board's Annual Report for 2013 were made available the entrance to the room.

Since the Pharmacy Act requires that the Annual Report be submitted to the Minister by July 1st each year, the Annual Report for 2013 was approved by the Board in June.

At that time the Annual Report was also posted to the Board's website and pharmacists were made aware of that posting. The Annual Report presents information to reflect the Board's fiscal year of January 1 to December 31.

2013 REGISTRATION & LICENSING HIGHLIGHTS:

- 666 practicing pharmacists
- 33 non-practicing pharmacists
- 190 community pharmacies
- 15 hospital pharmacies

QUALITY ASSURANCE HIGHLIGHTS:

- Continuing Professional Development
- 82 pharmacist learning portfolios reviewed
- First review: 89% compliance
- Second review: 100% compliance

COMPLAINTS AND DISCIPLINE HIGHLIGHTS:

- Allegations from January 1 - December 31, 2013
- 22 Concerns/Allegations received
- 18 Resolved by the Registrar's office
- 4 Referred to Complaints Authorization Committee
- Active investigations for 2013 included 3 discipline tribunals that were initiated prior to 2013.

5.0 QUESTIONS ON ANNUAL REPORT

Sandra Carey asked if there was a breakdown of the types of medication errors.

The Registrar answered there is a breakdown on the kinds of medication errors that have been reported to the Board through the complaints process, however the details are not at hand. The intent of reporting complaints and discipline issues by category is create a benchmark for annual comparison and continuous quality improvement.

6.0

APPOINTMENT OF AUDITOR FOR 2014

The Pharmacy Act requires that an auditor be appointed at the Annual Meeting each year to audit the accounts of the Board for the coming year.

MOVED by Ray Gulliver, seconded by Debbie Kelly that Harris Ryan Accountants be appointed as Board auditors for the coming year. CARRIED

7.0

NEW BUSINESS

7.1 CODE OF ETHICS

In February 2014, the Board approved a plan to review and revise the existing Code of Ethics with the goal of modernizing the document, capturing newer concepts and making the Code applicable to all registrants.

The document was circulated for consultation and subsequently approved during the August 2014 Board Meeting. The Key Ethical Principles remain primarily unchanged; however in some instances the guidelines for application have been augmented.

The Code of Ethics is the foundation for professional behaviour, actions and attitudes and reflects what the pharmacy profession stands for. It also reinforces what is unique about the contribution pharmacists make to patients, to society and to their profession.

The Code of Ethics supports the NLPB in fulfilling its mandate to protect the public and enables the NLPB to provide direction to registrants faced with ethical dilemmas.

Each registrant will be receiving a copy of the new Code of Ethics in the mail before the new year.

7.2 STANDARDS FOR THE SAFE AND EFFECTIVE PROVISION OF MEDICATION FOR THE TREATMENT OF OPIOID DEPENDENCE

In August 2014, the Board approved the new

Standard for the Safe and Effective Provision of Medication for the Treatment of Opioid Dependence to come into force January 2015.

This Standard replaces:

- The current Standard of Pharmacy Practice regarding the NL Methadone Maintenance Program, and
- Our current Guidelines for Dispensing Buprenorphine for the Management of Opioid Dependence

Key highlights include:

- Alignment with the College of Physicians of NL Standards & Guidelines
- A move to the standardized, commercially available methadone (Methadose)
- A mandatory educational program for pharmacists practicing in the area of opioid dependence

More information on this Standard will be made available to pharmacists over the next few months.

8.0

ANNOUNCEMENT OF RESULTS OF ELECTION OF BOARD MEMBERS

The Registrar explained the At Large elections were conducted online. 139 pharmacists voted (~20% of membership) with 251 votes cast.

The Registrar asked the newly elected Board members to stand and be recognized.

- Ms. Taggart Norris
- Mr. Chad Parsons
- Mr. Jody Pomeroy

She congratulated the new Board members and welcomed them to the area of professional self-regulation.

Next year's election will be for Zone 1 (Eastern) and Zone 4 (Western).

9.0

INSTALLATION OF NEW BOARD CHAIR

Christina Tulk, retiring Chair of the Newfoundland and Labrador Pharmacy Board, officiated the inauguration of the new Chair, David Cramm.

As a reminder to David, and to the Board, she outlined the duties and responsibilities of the Chair of the Board.

The Chair shall:

- Perform all duties incident to the office of Chair and have other powers and duties as may be from time to time be assigned to the Chair by the Board;
- Preside at all meetings of the Board and the Executive Committee;
- Regulate the order of such meetings and decide all questions of order;
- Provide leadership to the Board in fulfilling its objects;
- Be responsible, in consultation with the Executive Committee and Board, for appointing the Chair and members of Board committees, and ensuring that the activities and reporting responsibilities of these committees are implemented effectively;
- Work closely with the Registrar in executing policy decisions and the achievement of the objects of the Board;
- Be accountable to the public and to the registrants for the activities of the Board, and therefore should strive to maintain contact with pharmacists, the public and the various pharmacy organizations as extensively as is possible;
- Represent the profession to other health care professions, hence the Chair together with the Registrar are the official spokespersons for the Board;

- Finally, work closely with the Vice-Chair to familiarize him or her as fully as possible with the total operation of the Board in order that he or she may be prepared to assume these responsibilities in the subsequent year;

Christina Tulk then passed Dave Cramm the Board Chair's gavel and inaugurated him as Chair of the Newfoundland and Labrador Pharmacy Board for the coming year.

10.0

RECOGNITION OF SERVICE

Dave Cramm, Chair, recognized the outgoing Board members and thanked them for their service to the Board.

Linda Hensman was recognized during the Board Meeting of February 28, 2014. She moved to St. John's and registered with the NPhA in 1985. She has been an elected member of the Board since 2005 and served as Chair from 2006-2007. In 2012 under the new Pharmacy Act, she served as a Board member as Dean of MUN School of Pharmacy. She has served on many of the Board's committees, professional organizations, and community organizations and has been the recipient of many prestigious pharmacy awards such as the James C. Quick Award and the Bowl of Hygeia Award.

Keith Bailey registered with the NPhA in 1996. He was elected as an At Large Board member in 2008 and served as Chair from 2009-2010. He served on many of the Board's committees including the Finance Committee, and the Professional Practice Committee on Pharmacy Technician Regulation. He was also a recipient of the J. Frank Janes Meritorious Service Award.

Originally from Newfoundland and Labrador and educated at MUN School of Pharmacy, **Sheldon Baines** moved back to St. John's from Alberta and registered with the NLPB in 2010. He was elected as an At Large Board member in 2011. He has served the NLPB through numerous committees including the Professional Practice Committee's on Pharmacy Technology and Advanced Practice. He was also the very first recipient of the Nycomed Magnum Opus Award.

Shawn Vallis registered with the NPhA in 1999. He was elected as an At Large Board member in 2011. Shawn's community pharmacy practice in Harbour Brenton, added a very distinct flavour to the Board discussions during the past three years as the practice of health care in a very rural area takes the term "interdisciplinary practice" to a new level.

Dave Cramm thanked each of the outgoing Board members for their hard work and dedication to professional self regulation.

The Chair awarded a 50 year pin to Robert McCarthy.

Robert (Bob) McCarthy was initially licensed as a pharmacist in 1964.

He graduated from Bishops College in St. John's in 1960 and apprenticed at M. Connors Drug Store on Water Street in St. John's. He completed his apprenticeship in 1964 and was licensed that year by the Newfoundland Pharmaceutical Association (as the NLPB was then known.)

For many years he owned and was Pharmacist in Charge at Kelligrews Pharmacy. In 2000 he was nominated by a longtime patient for the "My Favourite Pharmacist" competition conducted by Pharmacy Practice magazine in honour of National Pharmacy Week and was one of three national winners.

Bob was a member of the Alpha Group and was on their Board of Directors from 1993-1998.

Over the years, Bob worked at many community pharmacies including Lawtons Drugs in Manuels, Parkdale Pharmacy, Family Drug Mart in Portugal Cove and Bell Island, Pouch Cove Pharmacy, Zellers Pharmacy in Corner Brook and Topsail Road, St. John's, Kennedy's Pharmachoice and Airport Heights Pharmachoice.

Although he retired from practice in 2011 and later moved to New Brunswick, he always maintained his Non-Practicing status with the NL Pharmacy Board and was proud of his many years of service to the pharmacy profession in Newfoundland and Labrador.

Dave asked Ray Gulliver to accept the award on Bob's behalf. The Board offered its congratulations to Mr. McCarthy on achieving this important milestone.

11.0 QUESTIONS

Amit Negandhi, an International Pharmacy Graduate (IPG) asked if the NLPB would consider reviewing other jurisdictions' requirements for becoming a Pharmacist as an International Pharmacy Graduate to make theirs more consistent with the rest of Canada.

The Registrar, Margot Priddle answered and said that NL Pharmacy Board is in the process of streamlining the IPG registration process through the National Association of Pharmacy Regulatory Authorities (NAPRA) Gateway. An appeal to current registration policy could be considered by the Executive.

Stephen Reid, Executive Director of PANL asked if NLPB had an update on minor ailments regulations, specific to the timing and the progress. Government has informed PANL at a recent meeting that progress was being made with an inter-professional committee and that they anticipate minor ailments should be a reality in late 2015 or in 2016 at the earliest.

Margot responded by saying that the Newfoundland and Labrador Pharmacy Board developed Standards for the Safe and Effective Administration of Injections by Pharmacists, which were approved by the Board in August 2014. These standards will come into effect after NLPB receives the enabling regulation. The Board is also waiting on the Pharmacy Regulations to enable the registration of Pharmacy Technicians. Minor Ailments as well as other advanced scopes of practice for pharmacists are a part of the Board's Goal and Objectives and will be focused on in 2015.

12.0 ADJOURNMENT

The Registrar thanked all pharmacists for coming and hoped to see everyone again next year.

This concludes the meeting. The meeting was adjourned at 12:55 by Gerri Thompson.

2014
SUMMARIZED
FINANCIAL
STATEMENTS

HARRIS RYAN

INDEPENDENT AUDITOR'S REPORT

To the Directors of Newfoundland and Labrador Pharmacy Board

We have audited the accompanying financial statements of Newfoundland and Labrador Pharmacy Board, which comprise the statement of financial position as at December 31, 2014 and the statements of revenues and expenditures, changes in net assets and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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 comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Newfoundland and Labrador Pharmacy Board as at December 31, 2014 and the results of its operations and its cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

St. John's, Newfoundland and Labrador
May 4, 2015

CHARTERED PROFESSIONAL ACCOUNTANTS

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Phone: (709) 726-8324 Fax: (709) 726-4525*

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD

Statement of Financial Position

December 31, 2014

	2014	2013
ASSETS		
CURRENT		
Cash	\$ 1,015,764	\$ 838,064
Guaranteed investment certificates	25,848	65,999
Accounts receivable	2,950	932
Prepaid expenses	4,156	35,923
	1,048,718	940,918
CAPITAL ASSETS (Note 3)	251,626	265,202
GUARANTEED INVESTMENT CERTIFICATES	252,635	202,031
	\$ 1,552,979	\$ 1,408,151
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable (Note 4)	\$ 46,448	\$ 71,254
Current portion of obligations under capital lease (Note 6)	1,628	1,628
Harmonized sales tax payable	85,679	80,179
Employee deductions payable	6,882	6,254
Fees and licenses collected in advance (Note 5)	681,044	677,105
	821,681	836,420
OBLIGATIONS UNDER CAPITAL LEASE (Note 6)	3,257	4,885
	824,938	841,305
NET ASSETS		
Invested in capital assets	251,627	265,201
Internally restricted discipline legal (Note 8)	79,468	69,468
Unrestricted	396,946	232,177
	728,041	566,846
	\$ 1,552,979	\$ 1,408,151

ON BEHALF OF THE BOARD

Director
 Director

See notes to financial statements

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD

Statement of Changes in Net Assets

Year Ended December 31, 2014

	Invested in capital assets	Internally restricted discipline legal (Note 8)	Unrestricted	2014	2013
NET ASSETS - BEGINNING OF YEAR	\$ 265,201	\$ 69,468	\$ 232,177	\$ 566,846	\$ 428,720
Excess of revenue over expenditures	(24,003)	-	185,198	161,195	138,126
Capital assets purchased	10,429	-	(10,429)	-	-
Transfer to discipline legal	-	10,000	(10,000)	-	-
NET ASSETS - END OF YEAR	\$ 251,627	\$ 79,468	\$ 396,946	\$ 728,041	\$ 566,846

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Statement of Revenues and Expenditures****Year Ended December 31, 2014**

	2014	2013
REVENUE		
Pharmacist licenses	\$ 487,145	\$ 465,881
Business licenses	208,256	215,590
Non-practicing licenses	-	2,900
Other	27,063	12,357
Student registration	9,360	12,715
Discipline recoveries	5,500	50,560
	737,324	760,003
OTHER REVENUE		
Interest	10,307	9,452
EXPENDITURES		
Schedule of expenditures (<i>Schedule 1</i>)	161,656	133,320
Schedule of building expenditures (<i>Schedule 2</i>)	60,337	57,626
	221,993	190,946
ADMINISTRATIVE EXPENSES		
Board honorarium	1,500	1,500
Discipline - legal	-	35,205
Miscellaneous	4,142	4,973
Salaries and benefits	329,064	364,296
Salary replacement costs	2,877	2,325
Travel expenses	26,860	32,084
	364,443	440,383
EXCESS OF REVENUE OVER EXPENDITURES	\$ 161,195	\$ 138,126

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Statement of Cash Flow****Year Ended December 31, 2014**

	2014	2013
OPERATING ACTIVITIES		
Excess of revenue over expenditures	\$ 161,195	\$ 138,126
Item not affecting cash:		
Amortization of property, plant and equipment	24,003	28,096
	185,198	166,222
Changes in non-cash working capital:		
Accounts receivable	(2,018)	30,882
Accounts payable	(24,803)	31,314
Fees and licenses collected in advance	3,939	13,864
Prepaid expenses	31,767	(31,744)
Harmonized sales tax payable	5,500	716
Employee deductions payable	628	(3,984)
	15,013	41,048
Cash flow from	200,211	207,270
INVESTING ACTIVITIES		
Proceeds on disposal of short term investments	40,150	-
Changes in long term investments	(50,604)	(6,193)
Purchase of property, plant and equipment	(10,429)	(17,162)
Cash flow used by	(20,883)	(23,355)
FINANCING ACTIVITY		
Repayment of obligations under capital lease	(1,628)	(1,629)
Cash flow used by	(1,628)	(1,629)
INCREASE IN CASH FLOW	177,700	182,286
Cash - beginning of year	838,064	655,778
CASH - END OF YEAR	\$ 1,015,764	\$ 838,064

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Notes to Financial Statements****Year Ended December 31, 2014**

1. DESCRIPTION OF BUSINESS

The Newfoundland and Labrador Pharmacy Board (the "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

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Property, plant and equipment

Property, plant and equipment are stated at cost or deemed cost less accumulated amortization. Property, plant and equipment are amortized over their estimated useful lives on a declining balance basis at the following rates and methods:

Land		non-depreciable
Buildings	4%	declining balance method
Telephone equipment	20%	declining balance method
Computer equipment	30%	declining balance method
Furniture and fixtures	20%	declining balance method

The organization regularly reviews its property, plant and equipment to eliminate obsolete items. Government grants are treated as a reduction of property, plant and equipment cost.

Property, plant and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Long term investments

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

(continues)

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Notes to Financial Statements****Year Ended December 31, 2014****6. OBLIGATIONS UNDER CAPITAL LEASE**

	2014	2013
RCAP Leasing capital bearing interest at 0 % per annum, repayable in monthly payments of \$136. The lease matures on December 31, 2017 and is secured by a Toshiba Strata CIX40 IP Hybrid telephone system and Stratagy GVPH Voice Processing System.	\$ 4,885	\$ 6,513
Amounts payable within one year	(1,628)	(1,628)
	\$ 3,257	\$ 4,885

Future minimum capital lease payments are approximately:

2015	\$ 1,628
2016	1,628
2017	<u>1,628</u>
Total minimum lease payments	\$ 4,885

7. COMMITMENTS

The board has the following software management fee commitment related to its In1Touch registration software.

Contractual obligation repayment schedule:

2015	\$ 5,931
2016	6,051
2017	<u>6,172</u>
	\$ 18,154

8. INTERNALLY RESTRICTED FUNDS

The board had previously internally restricted \$140,000 of its unrestricted net assets to the Discipline Legal Fund to be used as a contingency against any exceptional litigation fees resulting from disciplinary actions. In 2011, the board approved a transfer from the Discipline Legal Fund to cover the operating deficit in that year as a result of significant litigation fees resulting from disciplinary actions. The 2014 budget approved a \$10,000 allocation to this fund. The remaining balance of \$79,468 in this fund will be reviewed annually and maintained at a level determined by the board.

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Notes to Financial Statements****Year Ended December 31, 2014**

9. FINANCIAL INSTRUMENTS

The board is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the board's risk exposure and concentration as of December 31, 2014.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The board is exposed to this risk mainly in respect of its receipt of funds from its members and accounts payable. The board monitors its cash balances and cash flow from operations to meet its requirements.

Market risk

Market Risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The board is mainly exposed to interest rate risk.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The board has short term investments in guaranteed investment certificates and has no debt. The interest bearing investments have limited exposure to interest rate risk due to the fixed rates on these investments..

10. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Schedule of expenditures****(Schedule 1)****Year Ended December 31, 2014**

	2014	2013
Advertising and promotion	\$ 250	\$ -
Amortization	16,707	20,762
Audit and accounting	16,850	15,600
Bank charges and fees	16,813	16,757
Complaints - investigations	1,690	-
Computer programming	14,765	14,710
Conference	3,219	3,249
Consulting fees	2,310	8,493
Donations	625	100
Dues, fees, taxes	4,279	1,135
Insurance	2,064	2,248
Lease of office equipment	-	894
Legal, other than discipline	18,474	1,297
Office supplies	13,020	7,137
Per capita assessments	31,579	31,277
Postage and courier	4,245	-
Professional development	4,674	987
Telephone	10,092	8,674
	161,656	133,320
GRAND TOTAL	\$ 161,656	\$ 133,320

NEWFOUNDLAND AND LABRADOR PHARMACY BOARD**Schedule of building expenditures***(Schedule 2)***Year Ended December 31, 2014**

	2014	2013
Building		
Amortization	\$ 7,297	\$ 12,853
Municipal taxes	7,826	7,117
Operating expenses	45,214	37,656
	\$ 60,337	\$ 57,626



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