



Opening a New Satellite Pharmacy

The intention of these criteria is to encourage innovative pharmacy services to respond to community needs as the provision of health care services in the province changes, and to increase the accessibility of the pharmacist in those communities.

Review SCPP legislation and guidelines:

- SCPP website: www.saskpharm.ca under QuickLinks: Legislation or Reference Manual.
- Regulatory Bylaws Part J-10(1):
Satellite Pharmacy - 10(1) "Satellite Pharmacy" means a pharmacy for which a permit has been issued to operate in rural Saskatchewan, in compliance with the guidelines as prescribed by Council.
- [Click Here](#) to read the **Satellite Pharmacy Guidelines**
- [Click Here](#) to read the **New Pharmacy Opening Guidelines** and important details about establishing a new pharmacy in Saskatchewan

The College asks that the proposed pharmacy manager contacts SCPP and submits the following by email to info@saskpharm.ca:

- official [New Pharmacy Notification & Details](#) form by email to info@saskpharm.ca.
- details on how a new satellite pharmacy would serve the community and meet legislative requirements

The SCPP online Permit Application Form must be completed by the pharmacy manager. Login information will be emailed to the manager for accessing the application form link from the Pharmacy Manager Portal. (see checklist in [New Pharmacy Opening Guidelines](#))

The fee assessed will be 50% of the proprietary pharmacy permit fee. Please refer to the [Fee Schedule](#) for more information.

A satellite pharmacy MUST:

- be associated with a proprietary base pharmacy;
- identify the base pharmacy it is associated with;
- have regular posted hours to a maximum of 16 hours per week;
- meet minimum size requirements of 20 sq. ft. of working area for the pharmacy and dispensing counter;
- meet the Professional Services Area requirements;

- have a sink; water supply (excluding washroom facilities); sewage disposal; printing device, and refrigerator in pharmacy;
- use pharmacy-specific prescription labels including trade name and address of satellite;
- have its own telephone line and fax line;
- be connected to the Saskatchewan Drug Plan network;
- order its own inventory of narcotic and controlled drugs;
- carry sufficient inventory to meet the prescribing practice of local physician(s) and needs of community;
- implement an appropriate delivery system for medications that are dispensed from base pharmacy (i.e. compounds);

A satellite pharmacy MAY:

- use common prescription numbers and patient profiles if the satellite and base pharmacies are computer linked and each new and refill prescription must clearly indicate whether it was filled at the base or the satellite pharmacy;
- be exempt from, with the approval of the Registrar and the field officer;
 - requirements for exterior or interior signs (some signage required);
 - compounding equipment requirements including torsion balance; and
 - a portion of the reference library requirements (will require at least the CPS and Drug Interaction text);

A satellite pharmacy WILL NOT:

- be eligible for a Lock and Leave Permit

Questions?

info@saskpharm.ca