



Registration Requirements for Out-of-Province Trained Pharmacy Technician Candidates

Applies to individuals who recently completed CCAPP-accredited training in another Canadian province, but who are not yet licensed.

Application for Practising Membership necessitates meeting the **Malpractice Insurance** requirements of the SCPP Regulatory Bylaws. Current bylaws and legislation can be found on the Saskatchewan College of Pharmacy Professionals (SCPP) [website](#). This document contains interpretations of the SCPP bylaws. In the case of conflict between the two documents, the bylaws will preside.

Applicants are to comply with the following requirements prior to making an appointment to write the SCPP Jurisprudence exam. These guidelines are subject to the SCPP bylaws.

1. **Graduates from a CCAPP accredited program from a Canadian province** besides Saskatchewan must complete the following requirements and provide proof of completion to SCPP.
 - a. CCAPP Accredited Program – submit a copy of Certificate/Diploma
 - b. Structured Practical Training & Assessment (SPTA CE_BD-3702) – submit the Statement of Completion that is issued by Saskatchewan Polytechnic
 - c. PEBC Qualifying Exam – submit proof of passing
2. **Photograph of Applicant:** SCPP requires an original valid passport or Canadian government issued photo identification (or certified true copies of the same) to verify identify.
3. **Language Proficiency:** Our language proficiency requirement based on the NAPRA requirements states that no language testing is required unless a “trigger” suggests that a test for English language proficiency is necessary. See [Language Proficiency – Pharmacy Technician Policy Statement](#).

NOTE: The examination will not proceed if the SCPP office has not received the above-mentioned items.

4. **Jurisprudence Examination and Fee:** Applicants must successfully complete the jurisprudence examination of the College on ethics and legislation governing the practice of pharmacy in Saskatchewan.
 - Examinations are held at the College office in Regina by appointment.

- The sitting for this **online, multiple choice exam is closed book**.
 - Contact the Registration Unit to book a sitting time at least two (2) weeks in advance of the exam date at scppregistration.PHARMTECH@saskpharm.ca.
 - Exam Topics to be responsible for include Federal and Provincial Legislation, Reference Manual material, formulary, and privacy information, SCPP Reference documents and Legislation (Bylaws and *The Pharmacy and Pharmacy Disciplines Act*). Please refer to SCPP's [study outline](#).
 - The Jurisprudence Exam Fee is payable online, prior to the sitting, by MasterCard or Visa. Please refer to the [fee schedule](#).
 - Exam has a two-hour time limit and is camera-monitored for security purposes.
- 5. Malpractice Insurance Requirement:** The candidate is responsible for obtaining acceptable malpractice insurance which meets the requirements of the [SCPP Regulatory Bylaws](#). Malpractice insurance is not available through the SCPP, nor is the cost included with the SCPP membership/registration.

Malpractice insurance is available through membership with the Pharmacy Association of Saskatchewan (PAS) (306-359-7277), the [Canadian Society of Hospital Pharmacists](#) (CSHP), the advocacy bodies for pharmacists in Saskatchewan or another insurance provider whose policy meets the SCPP bylaws. It is the applicants' responsibility to ensure the insurance purchased meets the SCPP bylaws.

6. Criminal Record Check:

All SCPP Practising and Non-Practising members and new registrants are required to provide a Criminal Record Check (CRC), specifically named as an Enhanced Police Information Check (E-PIC), to meet the requirements of SCPP Bylaws and policy.

SCPP has partnered with Sterling Backcheck and as such, the E-PIC will only be accepted if completed through Sterling Backcheck, and at the pharmacy professional's own cost. E-PICs obtained from other service providers are not acceptable. To complete your E-PIC application through Sterling Backcheck, please [click here](#). If you have difficulty completing your E-PIC, please contact [Sterling Backcheck](#) directly.

Once you receive your **official police certificate** from Sterling Backcheck, follow the [E-PIC Upload Instructions](#).

- 7. Required Training:** Any mandatory training requirements as established by SCPP Council. Please see the SCPP [Training and Development](#) table.

8. Online Registration: Upon successful completion of all requirements, applicants will be given login information to complete the online registration. Within this application, candidates will:

- Apply for initial registration with SCPP
- Apply for a Practising Membership
- Declare Canadian citizenship status
- Confirm acceptable malpractice insurance is in place
- Submit data for the Canadian Institute of Health Information (CIHI)

9. Registration/Membership Fees:

Please refer to the [fee schedule](#) for Registration – Technicians and Practising Membership – Technicians Fees. *Membership fee is renewable annually, in advance. Fees are not prorated.*