

Registration and Licensing Guidelines for University of Saskatchewan Pharmacy Program Graduates

To practise pharmacy in Saskatchewan, a candidate must be registered and licensed with the Saskatchewan College of Pharmacy Professionals ('SCPP' or 'the College'), the regulatory authority for pharmacists, pharmacy technicians, and pharmacies in Saskatchewan.

University of Saskatchewan pharmacy program graduates become eligible for registration with SCPP upon meeting the following requirements as per Section 2 of Part C and Part E, E.1 and E.7 of the SCPP Regulatory Bylaws:

- Convocate from the U of S, having completed all internship requirements;
- Successfully complete Part I (MCQ) and Part II (OSCE) of the PEBC Qualifying exams; SCPP accepts the PEBC Qualifying Exam as a measure to demonstrate the currency of education for three years from the latest pass date. Certification with PEBC itself does not expire;
- Successfully complete the SCPP Jurisprudence Exam;
- Obtain suitable malpractice insurance* - more information can be found on our website by clicking [here](#);
- If requested, provide satisfactory evidence of language proficiency;
- Complete a Criminal Record Check (CRC) as specified by Council; click [here](#) for detailed information on the process of obtaining your CRC; and
- Have completed all mandatory training; see the [Training and Development page](#) for more information.

**Note: every practicing member must hold and continuously maintain acceptable malpractice insurance.*

SCPP membership is subject to approval by SCPP and is pursuant to *The Pharmacy and Pharmacy Disciplines Act*, all SCPP Council policies and guidelines, and the SCPP Administrative and Regulatory Bylaws.

The SCPP membership year is from **July 1 – June 30** annually. Registration and membership occurring after April 1 is valid until June 30 of the following year.

The [SCPP website](#) provides online registration and membership and acts as a service centre for members. To access your member profile, select MEMBER LOGIN on the website's homepage using the credentials provided to you by the SCPP office.

Prior to Completing the Application:

1. **Obtain acceptable malpractice insurance**, effective on the day of, or before, your application is processed and continuously maintained (no breaks in coverage) while licensed. **Malpractice insurance must be purchased separately; it is not included with SCPP registration and membership.**
 - a. Ensure the malpractice insurance meets the SCPP bylaw requirements. Insurance options include membership with the advocacy body, the [Pharmacy Association of Saskatchewan](#) (PAS)*, the [Canadian Society of Hospital Pharmacists](#) (CSHP), or any provider offering malpractice insurance that meets our bylaw requirements.
**Note: PAS insurance cannot be purchased until you have received your PEBC Certificate of Qualification.*
 - b. A certificate/proof of insurance coverage from any provider other than PAS must be submitted to scppregistration@saskpharm.ca before your application can be processed.
2. **Complete and submit an Enhanced Police Information Check (E-PIC)** through Sterling Backcheck. For more information see the [Criminal Record Checks section](#) of the SCPP website. Candidates must complete their E-PIC [using this link](#).
3. **Complete all required training** as directed by SCPP Council. Please see the SCPP [Training and Development](#) table.

Membership Fees

[Fees](#) may be paid in the online application securely by credit card. Cheques are also an acceptable form of payment and may be mailed/couriered/hand-delivered to the SCPP office.*

**Note: membership is not granted until full payment has been received.*

Within the online application, a candidate is:

- applying for a Practising Membership for the current membership year (if prior to April 1) or for the next membership year (if between April 1 and June 30);
- providing evidence of suitable malpractice insurance;
- agreeing to allow de-identified data to be provided to the Canadian Institute for Health Information (CIHI); and
- submitting payment by credit card or receiving an invoice for payment for membership if paying by cheque.

Additional Information

1. Applications must be submitted in advance of when the licence is required. Allow a minimum of seven to 10 business days for processing/approval.
2. **You may not begin to practise until the SCPP office contacts you by email** to advise that your membership is approved and provides you with your SCPP membership number.

Time Limit for Registration

University of Saskatchewan Pharmacy program graduates will be classified as extended interns until June 30 of the following year or until such time as the PEBC results are released, whichever comes first.

- Extended interns must obtain their practising membership within one year of completion of their pharmacy program.
- If an extended intern does not obtain the PEBC Certificate of Qualification or is unable to meet the other requirements to register and obtain a practicing membership within the one-year time limit and wish to continue as an extended intern, they must appeal to the SCPP Registrar in writing for a limited (one-time) extension to the registration deadline.
- If an extension to the one-year registration deadline is not granted, the extended internship ends, and the former extended intern may only work in a pharmacy as a pharmacy assistant.

Contact SCPP at scppregistration@saskpharm.ca for further information on this process.

SCPP Regulatory Bylaws

Review the [SCPP Regulatory Bylaws](#) for the registration, membership, and malpractice insurance requirements for members and candidates for membership. Relevant sections of the legislation include:

- Part B – Internship;
 - Section 5 – Extended Interns
- Part C – Membership Registration – Pharmacists;
 - Section 1 – Registration Requirements
 - Section 2.1 – University of Saskatchewan Pharmacy Graduates: Registration Requirements

- Part E – Memberships and Licences – Pharmacists
 - Part E.1 – Practicing Member
 - Part E.7 – Licences

For more information, consult all applicable legislation [here](#).

Please refer to the [SCPP website](#), contact scppregistration@saskpharm.ca or call: 306-584-2292 for more information.