

Assessment Phase – Responsibilities of the Candidate and the Assessor

Background

The mandate of the Saskatchewan College of Pharmacy Professionals ('SCPP' or 'the College') is the protection of the public.

All candidates for registration with SCPP must demonstrate they possess the necessary knowledge, skills, and ability to practise independently and safely. The process by which SCPP assesses the competency of internationally trained pharmacists is through the SCPP Appraisal and Assessment Program.

Upon completion of the [pre-registration phase](#) and the [appraisal phase](#), the candidate may commence the [assessment phase](#) of the Appraisal and Assessment Program.

Assessment Phase Objectives

The assessment is a final impartial, unbiased, independent assessment intended to evaluate the candidate's knowledge, skills, and ability to practise independently and safely. The initial evaluation being that which occurred during the appraisal phase. To further ensure the assessment evaluation is unbiased and independent, SCPP will assign the assessment pharmacist ('assessor') and pharmacy site in which the assessment is to occur. **Candidates are not permitted to seek their own assessor or assessment site and must not have a personal relationship with the assessor assigned to them.**

The assessment is the candidate's final opportunity to demonstrate that they meet the National Association of Pharmacy Regulatory Authorities (NAPRA) [Professional Competencies for Canadian Pharmacists at Entry to Practice](#) ('competencies') and the Association of Faculties of Pharmacy of Canada (AFPC) [Educational Outcomes for First Professional Degree Programs in Pharmacy in Canada](#) ('outcomes').

The assessment will occur over a period of 80 hours (2 weeks) and the candidate will not receive compensation from the assessor or SCPP for their time practising during this period due to an exemption to the *Saskatchewan Employment Act*. The candidate and assessor are encouraged to conduct a mid-point (1-week) evaluation/discussion to identify any gaps in the candidate's knowledge, skills, and abilities. The candidate is responsible for any costs incurred for the assessment phase including travel, meals, accommodations, etc.

The candidate's activities, including professional decision-making, counselling, prescribing, drug distribution, etc. must be completed under the supervision of the assessor. The candidate should demonstrate their knowledge, skills, and ability to perform each competency in the [Assessment Report](#), with the assessor recording their comments and a score for the

demonstration of each competency. The score of NA ('not applicable/not observed') should be avoided wherever possible.

At the end of the 80-hour (two-week) assessment, the assessor will complete the Assessment Report. The candidate and the assessor should review the Assessment Report and discuss the results of the evaluation. The assessor will then submit the Assessment Report with his/her declaration of their opinion of the candidate's ability to practise independently and safely.

The assessment phase of the Appraisal and Assessment Program serves as a critical evaluation point for candidates. It is imperative that the assessment is thorough, honest, and unbiased to ensure the protection of the public, the profession, and the candidate. Candidates should not proceed to the next phase of registration until both the candidate and the assessor believe the candidate is ready to do so.

Assessment Candidate Responsibilities

The candidate is responsible for:

1. Undertaking any travel and arranging accommodations as required to attend the assessment, which may occur in another location from where the candidate resides.
2. Demonstrating to their assessor their knowledge, skills, and abilities to meet the NAPRA competencies and AFPC outcomes and to practise independently and safely.
3. Demonstrating to their assessor their ability to effectively communicate with patients, their patients' care providers and other health care professionals.
4. Demonstrating to their assessor their understanding and compliance with the Saskatchewan legislation ([The Pharmacy and Pharmacy Disciplines Act](#) and the SCPP [Regulatory](#) and [Administrative](#) Bylaws) and any other applicable [legislation](#) governing the practice of pharmacy in Saskatchewan in addition to the [standards, guidelines, and policies of SCPP at all times](#).
5. Adhering to the [SCPP Code of Ethics](#) and [Ethics in Health Care](#) at all times.
6. Engaging in regular discussion with the assessor to identify gaps in the candidate's knowledge, skills, and abilities.
7. Filling any gaps in knowledge, skills, and abilities to be able to practise safely and independently upon the completion of the assessment phase.

The assessment candidate is responsible for ensuring they are confident in their ability to practise independently and safely before moving into the final phase of registration with the College.

Assessor Responsibilities

The assessor is responsible for:

1. Orienting the candidate to the pharmacy workflow, software system, and any required policies and procedures of the pharmacy.
2. Assessing and documenting on the Assessment Report the candidate's knowledge, skills, and abilities to meet the NAPRA competencies and AFPC outcomes and to practise independently and safely.
3. Assessing and documenting on the Assessment Report the candidate's ability to effectively communicate with patients, their patients' care providers and other health care professionals.
4. Ensuring the candidate understands and adheres to the Saskatchewan legislation ([The Pharmacy and Pharmacy Disciplines Act](#) and the SCPP [Regulatory](#) and [Administrative](#) Bylaws) and any other applicable [legislation](#) governing the practice of pharmacy in Saskatchewan in addition to the [standards, guidelines, and policies of SCPP at all times](#).
5. Ensuring the candidate adheres to the [SCPP Code of Ethics](#) and [Ethics in Health Care](#) at all times.
6. Engaging in regular discussion with the candidate regarding their knowledge, skills, and abilities to practise independently and safely. A mid-point evaluation using the Assessment Report is recommended, particularly when gaps in the candidate's knowledge, skills, and abilities have been identified.
7. Declaring on the Assessment Report that the appraisal candidate is ready to practise independently and safely and should move onto the next phase of registration with the College OR declaring the candidate is not ready to practise independently and safely and therefore should not move onto the next phase of registration with the College.
8. Submitting the completed Assessment Report to the SCPP office upon the candidate's completion of the assessment phase.

The assessor has a responsibility to the public, to the profession, and to the candidate to ensure the candidate possesses the necessary knowledge, skills, and ability to practise independently and safely before moving onto the final phase of registration with the College.

Assessor and Assessment Site Criteria

SCPP has specific criteria an assessment pharmacist and assessment pharmacy site must meet in which to conduct assessments on behalf of SCPP to ensure the evaluation is thorough, independent, and unbiased. There are a limited number of assessment pharmacists and pharmacies available to candidates particularly in the larger centres, such as Saskatoon, due to the demand on community pharmacies from the University of Saskatchewan College of

Pharmacy and Nutrition PharmD program. The availability of assessors is further limited due to seasonal flu immunization programs and other external factors.

Candidates should not expect to receive their assessment in the same location in which they reside, however SCPP will consider the candidate's individual and extenuating circumstances whenever possible.

The candidate will be informed when there is an assessor available to conduct their assessment and once offered the placement, the candidate will have 3 business days to accept the placement or wait until another is available. If the assessment placement is declined, or it has been more than 3 business days, the next candidate in the queue for an assessment will be offered that assessment placement. SCPP will continue to offer the candidate assessment placements as they become available, with reasonable justification for declining and with acceptable requests for accommodation.

Questions

Should the candidate have any questions or concerns about the assessment process, they are asked to contact SCPPRegistration@saskpharm.ca.

Should an assessor have any questions or concerns about a candidate or the process, they are asked to contact lori.postnikoff@saskpharm.ca.