



TERMS OF REFERENCE – Competency Assurance Committee

Purpose

To provide direction to the Saskatchewan College of Pharmacy Professionals (SCPP) Council related to updating the current continuing education and competency assurance program requirements for pharmacists and pharmacy technicians in Saskatchewan in order to ensure high quality of pharmacy practice and service that incorporates the concepts of patient-centred pharmaceutical care and public safety.

Responsibilities

- Be knowledgeable of current issues related to competency-assurance policies and programs;
- Assist in gathering evidence/research on continuing education principles and competency assurance programs for health care professionals;
- Review competency frameworks and programs for continuing professional development for pharmacists, pharmacy technicians and other health care professionals in other provinces and countries;
- Review the current learning portfolio program for Continuing Professional Development for Pharmacy Professionals (CPDPP) in Saskatchewan and recommend revisions to reflect contemporary principles of effective health care continuing professional development and competency-assurance measurement;
- Review current bylaws that relate to competency assurance and recommend changes if required to implement recommended revisions;
- Recommend initiatives to assist SCPP members in meeting updated competency-assurance requirements; and
- Recommend strategies for assessment of compliance with competency-assurance requirements.

Composition

- At least seven to nine practising members
- A practising hospital pharmacist
- A practising community pharmacist

- A practising hospital pharmacy technician
- A practising community pharmacy technician

Meetings

- Quorum for meetings will be five (5) members of the Committee.
- Meet twice annually in-person or via teleconference and at the call of the Chair.

Term of Appointment

- Members are to be appointed by the Registrar and will remain on the committee until the project has been completed and a comprehensive program has been implemented. The anticipated completion date is June 2021.
- Members who miss more than two meetings consecutively may be asked to reaffirm their commitment to the committee.
- Members who are the subject of an open complaint/investigation or discipline process or are in breach of the Code of Conduct, Conflict of Interest Policy, or the Terms of Reference for the committee may be asked to resign at the discretion of the Registrar.

Staff Resource

- SCPP Deputy Registrar or designated alternate

Questions?

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