

**ANNUAL REPORT**  
**and**  
**DIRECTORY OF ACCREDITED PROGRAMS**  
**2005 - 2006**



200 – 1765 West 8<sup>th</sup> Avenue, Vancouver, BC, Canada, V6J 5C6  
Phone (604) 676-4230 • Fax (604) 676-4231 • Website: [www.ccapp-accredit.ca](http://www.ccapp-accredit.ca)

**Annual Report and  
Directory of Accredited Programs  
2005 - 2006**

**Table of Contents**

	<u>Page</u>
Acknowledgements	3
CCAPP Mission and Goals	4
CCAPP Membership and Board Members 2005 – 2006	5
CCAPP Officers 2005 – 2006	5
CCAPP Accredited Programs	6
Site Visits and Accreditation Decisions 2005 - 2006	8
Report of the President – Dr. Dennis Gorecki	12
Report of the Executive Director - Dr. Jim L. Blackburn	15
<i>Appendix 1 – The CCAPP Accreditation Program</i>	18
- <i>Introduction</i>	
- <i>Accreditation Standards</i>	
- <i>Significance of Accreditation</i>	
- <i>Accreditation as an Agent for Change</i>	
<i>The Accreditation Process</i>	21
<i>Accreditation Decision</i>	22
<i>Site Visit Cycle</i>	25
<i>Continuation of Accreditation Status</i>	25
<i>Reference to Accreditation Status</i>	25
<i>Implementation of New Standards and Guidelines</i>	26
<i>Appendix 2 – The CCAPP Audited Financial Statement 2005 – 2006</i>	27

## **ACKNOWLEDGEMENTS**

CCAPP acknowledges the financial support provided by its participating member agencies through their annual membership fees: Association of Deans of Pharmacy of Canada, Association of Faculties of Pharmacy of Canada, Canadian Pharmacists Association, Canadian Society of Hospital Pharmacists, National Association of Pharmacy Regulatory Authorities, and The Pharmacy Examining Board of Canada.

We also welcome and acknowledge the financial support of Corresponding Members: Ontario College of Pharmacists and Ordre des pharmaciens du Québec.

Acknowledgement is also made of the financial support provided by the following universities through their annual accreditation fees: Dalhousie University, Memorial University of Newfoundland, University of Alberta, University of British Columbia, University of Manitoba, University of Toronto, l'Université Laval, Université de Montréal, and the University of Saskatchewan. We also welcome the University of Waterloo's School of Pharmacy that has been granted Qualifying Accreditation Status.

Finally, CCAPP acknowledges, with sincere appreciation, the very generous support of the Canadian Foundation for Pharmacy and The Pharmacy Examining Board of Canada which provide the Council with annual grants of \$10,000 and \$5,000, respectively.

## **CCAPP Mission and Goals**

The mission of The Canadian Council for Accreditation of Pharmacy Programs is to evaluate the quality of pharmacy professional degree programs in Canadian universities and to promote continued improvement of such programs.

The goals of the Council are:

- (a) To formulate the educational, scientific, and professional principles and standards which an approved Faculty of Pharmacy is expected to meet and maintain, and to revise these principles and standards as necessary.
- (b) To appraise any Faculty of Pharmacy that requests the approval of the Council.
- (c) To publish a list of approved Faculties of Pharmacy and to revise such list annually or as frequently as may be deemed desirable.
- (d) To satisfy itself that Faculties which have been approved maintain the required standards and to withdraw approval of any Faculty failing to maintain standards formulated by the Council.
- (e) To assist in the advancement and improvement of pharmaceutical education with the ultimate aim of improving pharmacy practice for the benefit of all Canadians.

**CCAPP MEMBERSHIP and BOARD of DIRECTORS  
2005 - 2006**

Association of Deans of Pharmacy of Canada  
Dr. Dennis K.J. Gorecki – Saskatoon, SK

Association of Faculties of Pharmacy  
Dr. Sylvie Marleau – Montreal, QC  
Dr. Jake J. Thiessen – Toronto, ON

The Canadian Council for Accreditation of Pharmacy Programs  
Dr. Barbara Downe-Wamboldt (*non-pharmacy academic appointee*) – Halifax, NS  
Dr. Jim Blackburn (*ex officio*) – Saskatoon, SK

Canadian Pharmacists Association  
Ms. Erin Farrell-MacKenzie – Stratford, PEI

Canadian Society of Hospital Pharmacists  
Dr. Blair Seifert – Winnipeg, MB

National Association of Pharmacy Regulatory Authorities  
Mr. Ray Joubert – Regina, SK

Pharmacy Examining Board of Canada  
Dr. Monique Richer – Québec, QC

**CCAPP OFFICERS 2005 - 2006**

President – Dr. Dennis Gorecki  
President-Elect – Dr. Sylvie Marleau  
Past President – Dr. Monique Richer  
Executive Director - Dr. Jim L. Blackburn

**Corresponding Members of CCAPP**

Ontario College of Pharmacists  
Ordre des pharmaciens du Québec

## DIRECTORY OF CCAPP ACCREDITED PROGRAMS

The following universities offer pharmacy programs that have been accredited by The Canadian Council for Accreditation of Pharmacy Programs. Included in each listing is the current accreditation award and term. The listing reflects the status of each program as of June 30, 2006.

### **University of Alberta, Edmonton, Alberta**

Faculty of Pharmacy and Pharmaceutical Sciences

President Dr. I. Samarasekera

Dean Dr. F. Pasutto

***Baccalaureate in Pharmacy - Full Accreditation Status 2004-2010***

### **The University of British Columbia, Vancouver, British Columbia**

Faculty of Pharmaceutical Sciences

President Dr. M.C. Piper

Dean Dr. R. Sindelar

***Baccalaureate in Pharmacy - Full Accreditation Status 2006-2012***

***Doctor of Pharmacy - Full Accreditation Status 2006-2012***

### **Dalhousie University, Halifax, Nova Scotia**

College of Pharmacy

President Dr. T. Traves

Director Ms. R. Caldwell

***Baccalaureate in Pharmacy - Full Accreditation Status 2004- 2010***

### **l'Université Laval, Québec, Québec**

Faculté de pharmacie

Recteur M. M. Pigeon

Doyenne Dr. M. Richer

***Baccalauréat en Pharmacie - Full Accreditation Status 2006-2012***

### **The University of Manitoba, Winnipeg, Manitoba**

Faculty of Pharmacy

President Dr. E. Szathmáry

Dean Dr. D. Collins

***Baccalaureate in Pharmacy - Full Accreditation Status 2003-2007***

**Memorial University of Newfoundland, St. John's, Newfoundland and Labrador**

School of Pharmacy

President Dr. A. Meisen

Director Dr. L.R. Hensman

***Baccalaureate in Pharmacy - Full Accreditation Status 2004-2010***

**Université de Montréal, Montréal, Québec**

Faculté de pharmacie

Recteur Dr. L. Vinet

Doyen Dr. P. Moreau (acting)

***Baccalauréat en Pharmacie - Full Accreditation Status 2002-2008***

**University of Saskatchewan, Saskatoon, Saskatchewan**

College of Pharmacy and Nutrition

President Mr. P. MacKinnon

Dean Dr. D.K.J. Gorecki

***Baccalaureate in Pharmacy - Full Accreditation Status 2005-2011***

**University of Toronto, Toronto, Ontario**

Leslie L. Dan Faculty of Pharmacy

President Dr. D. Naylor

Dean Dr. K.W. Hindmarsh

***Baccalaureate in Pharmacy - Full Accreditation Status 2001-2007***

***Doctor of Pharmacy - Full Accreditation Status 2001-2007***

**University of Waterloo, Waterloo, Ontario**

School of Pharmacy

President: Dr. D. Johnson

Director: Dr. J. Thiessen

***Baccalaureate in Pharmacy – Qualifying Accreditation Status***

## SITE VISITS AND ACCREDITATION DECISIONS 2005 - 2006

### **l'Université Laval**

The third on-site evaluation of the Faculté de pharmacie was conducted October 23 – 26, 2005. The members of the site team were:

Dr. Wayne Hindmarsh  
University of Toronto

Dr. David Hill  
University of Colorado

Dr. Sylvie Marleau  
Université de Montréal

Dr. Jim Blackburn  
Executive Director, CCAPP

Mr. Pierre Ducharme, observer for l'Ordre des pharmaciens du Québec

The program strengths were the strong leadership of madame doyenne Richer, program and faculty improvements since the last visit, the research strengths of the newer faculty, and a good support staff with specialist expertise. The weaknesses included the lack of a modern pharmacy practice laboratory and physical facilities that have not kept up to modern day expectations. There has not been a comprehensive update to the current curriculum for many years. However, the Faculté has announced its intention to convert its professional program to the entry-level PharmD by 2008-09. The apparent lack of PharmD educated role-model clinical practitioners will be a deficiency if they are going to offer a PharmD program. The experiential training is predominantly acute care based and there is a need to add introductory experiential experiences earlier in the program. With the proposed understanding that the Ordre would give up jurisdiction for the experiential program to the Faculté with the introduction of the new PharmD curriculum, this deficiency will be remedied. It was noted that with Dr. Richer's promotion to the university's senior administration, Dr. Jean-Pierre Gregoire has been appointed interim dean and he is well respected. The response from the l'Université Laval presented an update on the indicators for competency and more details on the tri-annual plan.

*On June 9, 2006, the Baccalauréat en pharmacie program of l'Université Laval was granted Full Accreditation status for a six-year period, 2006-2012. The University will be required to submit an interim report by 1 April 2008 detailing the progress made in dealing with the deficiencies identified in the on-site evaluation report.*

## University of British Columbia

The third on-site evaluation of the Faculty of Pharmaceutical Sciences was conducted November 20 - 23, 2005. The members of the site team were:

Dr. Jacques Turgeon  
Université de Montréal

Dr. Jake Thiessen  
University of Waterloo

Dr. Yvonne Shevchuk  
University of Saskatchewan

Dr. Cheryl Weins  
University of Alberta

Dr. Jim Blackburn  
Executive Director, CCAPP

Mr. John Hope, observer for the College of Pharmacists of British Columbia

*Baccalaureate Program* - The strengths of the program include a dedicated and hard working faculty, the relationships that Dean Sindelar has established with the wider community, the new curriculum, and the research activity of recent hires to a school that historically has prided itself for its research and science. The areas of risk for the Faculty include the current significant shortage of experiential sites for the final year of the new program as well as a budget to adequately support the experiential program. The budget was approved with the introduction of the new curriculum, but with tuition freezes, the university has not as yet agreed to provide full funding to support the changes. The current facilities are not up to the expectations for a modern pharmacy faculty of this size and multiplicity of programs (undergraduate, PharmD, graduate studies, research, professional services, etc). The assessment of student learning standard for the baccalaureate program was also judged to have not been met.

*Doctor of Pharmacy Program* – The site visit team noted that the PharmD program has been very strong since its inception and the calibre of its graduates have exceeded expectations in their leadership role in pharmacy education and clinical practice. The program's first-year curriculum builds a strong foundation knowledge base for the subsequent clinical rotations. The rotations in the clinical program offer comprehensive experiences and the translation of knowledge into practice. A careful review of the program ensures that it remains comprehensive and vibrant.

All educational outcomes required by the "AFPC Educational Outcomes for a

Post-Baccalaureate Doctor of Pharmacy Graduate in Canada” are addressed in various courses or rotations. Examples of methods to assess these elements were provided in the self-assessment document although specific assessment tools for each outcome could be more clearly articulated.

The areas of risk include the continuing place of the program within an environment of change to the entry-level Doctor of Pharmacy program as the first professional degree at several universities in Canada. There is also a need for a clearer determination of the role of the Director of the PharmD program within the administrative structure of the Faculty.

*On June 9, 2006, the Baccalaureate in Pharmacy program and the Doctor of Pharmacy program of the University of British Columbia were granted Full Accreditation status for a six-year period, 2006-2012. The University will be required to submit an interim report by 1 April 2009 detailing its progress in dealing with the deficiencies identified in the on-site evaluation reports as well as a preliminary report by 1 April, 2007 detailing steps taken to remedy the shortfall in funds for the final year of the new baccalaureate program.*

### **University of Waterloo**

Dr. Jim Blackburn conducted a preliminary site visit on May 15, 2006 to review the steps taken to develop the new program.

It was noted that Dr. Thiessen and his small administrative staff have made remarkable progress in the establishment of the school. He has received excellent cooperation from the university as well as the pharmacy profession in the area. The operational and financial plan for the program appear appropriate for the new School and the capital and operating funding appears to be “solid” at this point in time. Waterloo will be the first pharmacy program in Canada to make use of co-operative work terms as a component of the baccalaureate program.

Specific concerns include the completion of the new building in time for the acceptance of students in January 2008 and the ability to obtain the initial core of ten faculty members with the necessary expertise and experience within the next three years. Since the University of Waterloo does not have other core academic health science programs, Dr. Thiessen has invited the McMaster University Family Practice Facility to be located within the pharmacy school building. It is important that this plan is realized to ensure pharmacy students develop strong interdisciplinary relationships as a feature of their program. The School of Pharmacy at Waterloo is currently under the Dean of Science (as is its School of Optometry). The Dean of Science has indicated that Dr. Thiessen would be appointed Associate Dean of Science (Pharmacy) and that the resources for the School will come directly from central administration.

*On June 9, 2006, the Baccalaureate in Pharmacy program of the University of*

*Waterloo was granted Qualifying Accreditation status. The University of Waterloo is required to provide annual progress reports and if these are judged satisfactory by the Board, on or about February 2010, the CCAPP Executive Director will perform an on-site inspection. Subject to satisfactory evaluation, a CCAPP On-site Evaluation Team will visit the University of Waterloo's Pharmacy School in the fall of 2011.*

## REPORT OF THE PRESIDENT

### Annual General Meeting - June 9, 2006

I am pleased to provide the President's Report for 2005-06. This is an especially exciting time for our profession and for CCAPP. The role of the pharmacist continues to evolve, and push boundaries to meet the needs of patients and clients. There are innovations in so many areas of practice – primary care teams, interdisciplinary practice, health promotion, prescribing authority, immunization management, chronic disease management, screening of at-risk patients, home care, health informatics and patient safety. There are challenges as well, at provincial and national levels, associated with entry-level requirements, health human resource planning and support for clinical education.

CCAPP is working to ensure that pharmacists receive the highest standards of training and are fully qualified and positioned to take on increasing responsibilities in the health care system. The Standards and Guidelines Committee is charged with the responsibility of ensuring standards reflect contemporary pharmacy practice and pharmaceutical knowledge. Our sincere thanks to the Committee, chaired by Dr. Sylvie Marleau, for its excellent work to prepare the revised standards and guidelines, which take effect in 2007 and for translating the document into the French language. The Committee continues its work on drafting standards and guidelines for the entry-level Doctor of Pharmacy Program as well as revising policies and procedures regarding pre-accreditation.

The Canadian Pharmacy Technician Educators agreed in 2003 that CCAPP was the most logical choice as the organization to move forward a process for accreditation of Pharmacy Technician training programs in Canada. CCAPP has established an ad hoc committee on the Development of an Accreditation Process for Pharmacy Technician Programs, chaired by Mr. Ray Joubert, and we look forward to its preliminary report.

One of the goals of our Council reads “to assist in the advancement and improvement of pharmaceutical education with the ultimate aim of improving pharmacy practice for the benefit of all Canadians.” CCAPP has extended its influence to another health discipline and on the international scene. I had the rewarding opportunity this year of taking part, on behalf of CCAPP, in the Accreditation Council for Canadian Physiotherapy Academic Programs' (ACCPAP) review of the Department of Physical Therapy at the University of Alberta. ACCPAP greatly appreciated the expertise that I was able to bring to the process. This is a reflection not of me personally, but rather the comprehensive, in-depth scope of our pharmacy accreditation process.

In addition to ongoing collaborations with American colleagues, I represented CCAPP at the Pharmaceutical Education Workshop at the *Congreso Nacional de Ciencias Farmaceuticas* in Mexico this past November. We discussed North

American pharmacy accreditation issues and mutual recognition agreements. CCAPP's invited proposal for a benchmarking document for a pharmacy program in the United Arab Emirates was ranked highly and we are awaiting the outcome. These are exciting opportunities that enable us to both share and learn.

Our primary mandate of accrediting programs has gone ahead successfully, with on-site evaluations at l'Université Laval and the University of British Columbia, and at the University of Waterloo, in response to its application for qualifying status for a new school to begin in January 2008. This is the first new pharmacy program to apply for accreditation status since the establishment of CCAPP in 1993, and we wish Director Jake Thiessen and colleagues all the best in the development of the program. Many thanks, as well, to those who contributed their time and expertise to serve as members of our accreditation teams this year.

It has been my special pleasure to serve alongside our outstanding executive director and my long-time colleague, former boss, sometimes fishing and golfing partner and friend – Dr. Jim Blackburn. On behalf of CCAPP, I extend our huge appreciation to Jim for the major accomplishments that have taken place under his leadership these past three years.

Dr. Blackburn's has facilitated many accreditation reviews, the initiation of a structure and process for the accreditation of pharmacy technician training programs in Canada, the launch of our excellent website in 2004, the revision of the baccalaureate standards and guidelines, progress on developing entry-level PharmD standards, the revision of pre-accreditation policies and procedures, our increased international involvement and has maintained a sound financial position for the organization. He even enabled some of us to "branch" out into yet another discipline as we were asked to consider the trimming of Verna's tree! Jim, we thank you for the vision, expertise and dedication that you have so generously shared with CCAPP during your tenure as Executive Director.

The University of Saskatchewan has enjoyed having the CCAPP Office, since its inception in 1993, located adjacent to the College of Pharmacy and Nutrition. We express our thanks to Ms. Jackie Huck at the College, for the excellent support that she has provided to the Council these many years.

We are most fortunate to have recruited an outstanding pharmacy leader to take on the position of executive director. Dr. David Hill assumes this role on August 1, 2006, and the CCAPP office will be relocated to Dr. Hill's home base in Vancouver, British Columbia. During the course of his career, Dr. Hill has provided exceptional service to academic and professional pharmacy organizations, including CCAPP. His extensive experience and foresight will enable our organization to move forward in its tradition of excellence.

I extend my personal thanks to all of the Board members for your commitment

and hard work to advance pharmacy education. Sincere best wishes to president-elect Dr. Sylvie Marleau and the Board for a productive and rewarding year ahead.

Respectfully submitted,

Dennis Gorecki, Ph.D.  
President

## **REPORT OF THE EXECUTIVE DIRECTOR**

### **Annual General Meeting - June 9, 2006**

It is my pleasure to present the executive director's report for the 2005 – 2006 year. The following is a brief update on the activities of CCAPP since our annual general and board meetings last year in Toronto:

#### **Accreditation Activities**

CCAPP had on site evaluations to l'Université Laval on October 23 – 26, 2005 and to the University of British Columbia on November 20 – 23, 2005. I wish to express our appreciation to Deans Richer and Sindelar and their respective staff/faculty members for the scheduling arrangements for the site visits. The hospitality and organization were most conducive to the visiting teams at both institutions.

In addition, the University of Waterloo submitted a document "*Submission Requirements for a Faculty Seeking Qualifying Accreditation for a Baccalaureate Program in Pharmacy*" in April 2006 and the executive director conducted a site visit at the University of Waterloo on May 15, 2006. The report of this visit is to be considered by the Board at this meeting.

The on site evaluations in 2006 - 2007 are scheduled for:

University of Manitoba (Nov. 5-8, 2006)  
Baccalaureate Pharmacy Program

University of Toronto (Nov. 19-22, 2006)  
Baccalaureate Pharmacy Program  
Doctor of Pharmacy Program

#### **CCAPP Standards and Guidelines**

The Board approved the *2006 CCAPP Accreditation Standards and Guidelines for the Baccalaureate Degree Program in Pharmacy* on May 27, 2005. These standards and guidelines will be in effect for the 2007 CCAPP on-site evaluations. I wish to express the sincere appreciation of CCAPP to Dr. Sylvie Marleau and her graduate student, Diala Harb, for providing a French translation of this document. Both the French and English versions of the revised standards are available on our web site and have been distributed to the deans and our member organizations.

The Standards and Guidelines Committee continues the process of preparing the first draft of the entry level Doctor of Pharmacy Standards and Guidelines. The revised ACPE Standards and Guidelines for the PharmD program were approved

in early 2006, therefore it was necessary for the committee to reevaluate its previous draft. Sylvia Marleau, chair of the committee will be reporting on the progress of this project at the Board meeting.

The Standards and Guidelines Committee will also be presenting the document “*CCAPP Procedures Regarding Pre-accreditation*” for consideration at the Board meeting.

### **CCAPP Website ([www.ccapp-accredit.ca](http://www.ccapp-accredit.ca))**

The CCAPP website continues to serve as one of our prime mechanisms for providing information to stakeholders and those interested in CCAPP activities. May I once again express sincere appreciation to *Zu.Com Communications* of Saskatoon for the design, implementation and maintenance of our website. We encourage comments on how we can improve the website and other mechanisms for enhancing communication among CCAPP member organizations as well as with external stakeholders.

### **Pharmacy Technician Programs Accreditation**

In January of this year, CCAPP established the Ad Hoc Committee on the Development of an Accreditation Process for Pharmacy Technician Programs under the chair of Ray Joubert. A teleconference was held in April and the first meeting of the committee was held on June 2, 2006 in Red Deer. Ray Joubert will be reporting on the activities of the committee at the Board meeting.

### **International Activities**

President Dennis Gorecki represented CCAPP and presented an invited paper at the Pharmaceutical Education Workshop at the *Congreso Nacional de Ciencias Farmacéuticas* in Vera Cruz, Mexico on November 29, 2005. The workshop was convened to discuss pharmaceutical accreditation in North America in order to have understanding and mutual recognition agreements.

I had the opportunity to attend the Association of Specialized and Professional Accreditors spring workshop in Chicago, March 26 – 28, 2006. During that meeting I also met with Dr. Pete Vlasses, Dr. Greg Boyer and Mike Rouse from the Accreditation Council for Pharmacy Education (USA).

It was also my pleasure to meet with Dr. Henri Manasse, President and Charles Myers, Group Vice President of the American Society of Health-System Pharmacists in Bethesda, Maryland in May. They provided an excellent overview of their accreditation program for pharmacy technicians in the USA and they have also offered to meet with us to share further information on the program.

In April, CCAPP received an invitation to submit a benchmarking proposal for the pharmacy program at the Health Sciences Division, Higher Colleges of Technology, Abu Dhabi, United Arab Emirates. The CCAPP proposal was ranked in the top three and we are currently awaiting a decision regarding this project.

## **Finances**

Our financial situation continues to be very positive and we are in a good position to undertake the next phase of the growth of CCAPP with the appointment of Dr. David Hill as executive director effective August 1. The establishment of new standards and guidelines for the entry-level Doctor of Pharmacy degree program and the potential consideration of accreditation of pharmacy technician programs are projects that will require extra funding during the developmental stages. The 2006-2007 year will be a transition budget and steps are also being taken to put forward a tentative 2007 – 2008 budget for consideration at this time.

## **Special Thanks**

During the past year, it has been a distinct pleasure to work with President Gorecki, the executive and the CCAPP board. I must devote special thanks to chair Sylvie Marleau and the Standards and Guidelines Committee for their exceptional efforts in revising the baccalaureate standards, development of the first draft of the entry-level Doctor of Pharmacy Standards as well as review of the pre-accreditation procedures. They have devoted a significant amount of personal time throughout the past two years to these efforts.

This is my final report as executive director of CCAPP and I have personally enjoyed participating in the CCAPP programs and activities. We are so fortunate to have such dedicated board members and accreditation site visitors who willingly take time their very busy schedule to work on behalf of CCAPP.

CCAPP is now entering a new era and Dr. David Hill is the ideal individual to provide the leadership as this organization embarks upon an expanded role. Very best wishes for much success in the future!

Respectfully submitted

Jim Blackburn, PharmD  
Executive Director

## APPENDIX 1

### THE CCAPP ACCREDITATION PROGRAM

#### Introduction

Under the Canadian constitution, education and licensure for professional practice fall within the jurisdiction of each of the ten provinces and three territories. However, the desire for reciprocity has necessitated that mechanisms be developed to ensure comparable levels of education across the country.

In the case of pharmacy, the Association of Faculties of Pharmacy of Canada, a voluntary association of pharmacy academics, developed a standard minimum curriculum in the 1940's. Subsequently, a national pharmacy examination board, The Pharmacy Examining Board of Canada (PEBC), was established in 1963. All provinces participating in the National Association of Pharmacy Regulatory Authorities (NAPRA) mutual recognition agreement require PEBC registration as a prerequisite for licensure of graduates from universities within member provinces, for out-of-province graduates and for out-of-country applicants.

The approved minimum curriculum, coupled with a national examination, worked well in establishing comparability among the pharmacy schools, as long as pharmacy education was primarily a university-based, science program. However, with the move towards a more clinically orientated program, it became increasingly difficult to achieve consensus on what specific content should be included in the minimum curriculum. The introduction of clinical clerkships and extended practicum of varying lengths and types, the use of external clinical teaching facilities, the utilization of part-time clinical instructors in place of full-time tenured faculty, all led to the recognition that increased emphasis on student learning outcomes was more important than strict adherence to a rigidly defined minimum curriculum. As a result, the concept of a standard minimum curriculum was dropped.

However, the need for a mechanism to facilitate reciprocity remained. Also, there was a growing recognition by pharmacy practitioners, pharmacy educators and the various pharmacy examination and licensing bodies that the Canadian public was entitled to assurance that the pharmacy education provided by the various universities met recognized Canadian standards and was more or less comparable. Hence, the establishment of The Canadian Council for Accreditation of Pharmacy Programs (CCAPP) which was granted Letters Patent by the Government of Canada on 5 January 1993. Dr. Bruce Schnell served as the first Executive Director of CCAPP until June 30, 2003.

CCAPP is composed of representatives appointed by the Association of Deans of Pharmacy of Canada, the Association of Faculties of Pharmacy of Canada, the Canadian Pharmacists Association, the Canadian Society of Hospital

Pharmacists, the National Association of Pharmacy Regulatory Authorities and The Pharmacy Examining Board of Canada. There is also a non-pharmacy member on the Council. Non-academic appointees form a majority of the board of directors and are responsible for establishing the accreditation standards, setting policy and managing the accreditation process.

CCAPP currently accredits 12 pharmacy academic programs offered at ten universities in Canada. In 2006, the University of Waterloo was the first new program to be granted qualifying accreditation status since the formation of CCAPP in 1993. Graduates from a CCAPP accredited program may apply directly for the qualifying examination of The Pharmacy Examining Board of Canada. Graduates from a non-accredited program must first pass the PEBC evaluating examination, designed to determine if the program of study completed is comparable to one accredited by CCAPP.

### **Accreditation Standards**

Accreditation standards define the required structures, processes and outcomes expected of the institution applying for CCAPP recognition. The 1998 version of the CCAPP Standards contained 25 standards (2006 Revision – 23 standards in seven broad categories) in eight broad categories: standards for Mission, Planning, and Assessment; standards for Organization and Administration; standards for the Academic Program; standards for Students; standards for Faculty and Staff; standard for Library and Learning Resources; standards for Physical and Practice Facilities; and a standard for Financial Resources.

Accreditation standards reflect those professional and educational attributes identified by the Council as essential to the professional program in a pharmacy school. The standards embrace the philosophy that graduates should have acquired general and special knowledge; general to avoid the constraints of too narrow a perspective, special to provide a basis for critical professional evaluations. The standards recognize that a quality pharmacy education is dependent on a variety of components including general knowledge, basic and professional sciences, and clinical practice experiences.

Recognizing the importance of having a built-in mechanism for the regular review and updating of standards to guard against rigidity and stagnation of the academic program, CCAPP has a standing committee charged with the responsibility of ensuring that its accreditation standards reflect contemporary pharmacy practice and pharmaceutical knowledge.

It is also necessary to guard against specifying too narrowly what must be included in the actual curriculum. Each pharmacy school must be free to develop its program taking advantage of local opportunities and within the context of its own university and resource base. In fact, diversification should be encouraged. CCAPP's aim is comparability of output without necessarily having comparability

of process. One might say that CCAPP encourages "controlled diversity".

### **Significance of Accreditation**

Accreditation is the public recognition accorded a professional program that meets established professional qualifications and educational standards through initial and periodic evaluation. Accreditation concerns itself with both quality assurance and program enhancement. It applies to programs and is to be distinguished from certification or licensure, which applies to individuals.

The values of accreditation are many and CCAPP serves concurrently a number of constituencies including the pharmacy schools and their universities, students and prospective students, licensing and examination bodies, the profession of pharmacy, and the general public.

For pharmacy schools and their universities, accreditation provides the stimulus for self-assessment and self-directed program improvement, a basis for decision making about the investment of public or private funds, and the enhancement of reputation because of public regard for accreditation.

For students and prospective students, accreditation provides assurance that the educational program of an accredited school has been found to be satisfactory and is up to approved standards.

For pharmacy examination and licensing bodies, accreditation provides a reliable basis for making decisions concerning eligibility, examination content, and licensure either by examination or reciprocity.

For the profession of pharmacy, accreditation provides a means for the participation of practitioners in setting the educational requirements for entering the profession, giving assurance that those who graduate will be adequately prepared for practice.

For the general public, accreditation leads to the improvement of professional services as accredited programs modify their requirements to reflect changes in knowledge and pharmacy practice.

### **Accreditation as an Agent for Change**

The accreditation process is ideally situated in the scheme of things to achieve change in both pharmacy education and pharmacy practice because it serves as a link between the two. Representatives of the profession and of the pharmacy schools, through their involvement on the Council, are responsible for establishing standards for the academic programs and for conducting program evaluations. Accordingly, the challenge of getting new pharmaceutical

knowledge applied in practice and of getting new concepts of pharmacy practice incorporated into the curriculum is facilitated through the accreditation process.

It will be fairly obvious how the quality assurance aspect of accreditation can result in change in an academic program. If a program is found through self-assessment and external review to be below standard, and if the university wants to achieve or maintain accreditation status, then changes must be made so that the deficiencies are removed.

It may be less obvious how accreditation can lead to program enhancement. The key is the accreditation standards and the dynamic nature of the process. The CCAPP standards are reviewed and updated on a cycle which roughly corresponds to the average accreditation award period. Thus, every few years, every pharmacy school in Canada that wants to be accredited is challenged by a revised set of standards which reflect both new pharmaceutical knowledge and changes in pharmacy practice.

## **THE ACCREDITATION PROCESS**

In a very general way, each school seeking accreditation is asked to define what it wants to achieve with its professional program - i.e. what is its mission - what are the intended outcomes? It is asked to demonstrate that it has a program and the resources to produce those outcomes. It is asked to have procedures for evaluating whether or not the desired outcomes are achieved. Finally, it is asked to have a plan for correcting deficiencies and for incorporating new ideas into its program.

There are five steps in the accreditation process:

1. The university makes application for accreditation under CCAPP. The application is composed of three sets of documents:
  - (a) Application for Accreditation - providing information on personnel, budgets, enrolment, etc.
  - (b) Self-Assessment Report - providing in-depth information for the school under the headings outlined in the Self-Assessment Guide. The focus is on the present and the past five years, i.e. "where we have been and where we are".
  - (c) Strategic Plan - detailing the school's plans for the next five-year period. It focuses on "where we want to go and how we plan to get there".
2. A site visit evaluation for a Baccalaureate Program is conducted by a four-member team composed of a CCAPP board member, a dean, a pharmacy

faculty member and the CCAPP executive director. Every effort is made to include individuals with expertise in university and pharmacy school policies, procedures and finances; in the pharmacy practice/clinical area and/or the social and administrative sciences; and in the basic sciences. When a PharmD Program is being evaluated, an individual with experience as a faculty member in a PharmD program is added to the team. The appropriate provincial regulatory authority (authorities) is (are) invited to appoint an observer to each site visit evaluation team.

The team seeks information to supplement the Self-Assessment Report, determines the feasibility of the Strategic Plan, and prepares a draft report.

3. The executive director prepares a final report on the school and a recommended accreditation status for consideration by the CCAPP board of directors.
4. The board of directors makes a decision on the appropriate accreditation status to be granted pharmacy school and determines the time period and/or any conditions to be associated with the accreditation award.
5. The university's president and the dean of the school are advised of the board's decision and the accreditation status is published in the CCAPP Annual Directory.

Full accreditation is granted for a specific term, not exceeding six years. Thus, an ongoing cycle of self-assessment, strategic planning and external review is established within each pharmacy school.

### **ACCREDITATION DECISION**

The CCAPP board of directors makes the accreditation decision. In arriving at a decision, the board considers the accreditation history of the school; the application, self-assessment report and strategic plan submitted by the university; the site visit evaluation report; the university's response to the evaluation report; and, any other relevant information. In-person presentations to the board from the university regarding their accreditation review occur only at the request of the board.

Accreditation is granted for a specific term, the maximum being six years. A shorter term may be granted, if significant areas of concern are noted. The accreditation term normally ends on December 31 of the specified year.

### **Pre-accreditation Policy**

The professional program at a pharmacy school may be granted one of two pre-

accreditation awards, depending upon its stage of development. In the instance of a newly founded school, the program generally progresses through both statuses. The standards are similar to those used to review established programs, however, pre-accreditation involves, in large measure, documentation and verification of planning in accord with standards and provision of reasonable assurances for a quality outcome. A new or existing school that has been accepted as a member of the Association of Faculties of Pharmacy of Canada and the Association of Deans of Pharmacy of Canada may be granted an accreditation award on the basis of a limited site visit and/or an institutionally prepared prospectus or academic plan.

### 1. Qualifying Accreditation

A new program that has no students enrolled but has appointed a dean or director may be granted qualifying accreditation. The granting of qualifying status confirms that a university's planning for the pharmacy program has taken into account CCAPP standards and suggests reasonable assurances of moving to the next step, the award of provisional accreditation. Granting of qualifying status brings no rights or privileges of accreditation. Full disclosure by the university of the term and conditions of this award is required.

Qualifying accreditation is generally permitted for up to four years, after which the program is expected to apply for provisional accreditation (provided the program has admitted students). A program that has held qualifying status for four years but has not admitted its first class of students will be withdrawn from the pre-accreditation process unless information is provided by the university to satisfy the board that the program is making progress toward actual initiation.

### 2. Provisional Accreditation

A new program that has students enrolled but has not graduated a class of students may be granted provisional accreditation. The granting of the provisional accreditation award denotes a developmental program which is expected to mature in accord with stated plans and within a defined time period. Reasonable assurances are expected that the program will be eligible for full accreditation as programmatic experiences are gained, generally, by the time the first class has graduated.

The term of a provisional accreditation award is generally not permitted for more than four years. A program that has graduated its first class, but subsequently denied full accreditation in its first attempt, is eligible for conditional accreditation.

Graduates from a school designated as having provisional accreditation

will be deemed by CCAPP to be graduates of an accredited program if the program subsequently gains receives a full or conditional accreditation award at its first opportunity.

### **Full Accreditation**

The professional program of a pharmacy school is granted initial or continued full accreditation status for a six-year term. The school must demonstrate to the satisfaction of CCAPP that the program complies with accreditation standards, including the appropriateness of program goals, the adequacy of resources and organization to meet these goals, educational outcomes which indicate these goals are being met, and that plans and commitments are in place to provide reasonable assurance that these goals will continue to be met.

All programs receiving an accreditation award of six years are required to submit at least one interim progress report, normally at the midpoint of the accreditation period, i.e. after three years. The required interim report should cover the period of time since the last self-assessment report and include: changes in the academic program; changes in the financial resources available to the pharmacy school; changes in the academic staff; steps taken to deal with deficiencies identified in the site visit evaluation report; and, progress made in the implementation of the approved strategic plan. In situations where the initially approved strategic plan was for a period less than six years, the interim report must include a strategic plan in place for the balance of the accreditation period.

### **Conditional Accreditation**

The professional program of a pharmacy school may be granted conditional accreditation, if major deficiencies in compliance with accreditation standards and/or requirements are identified. Conditional accreditation will initially be granted for a maximum of three years, a term which is extendable for another three years if necessary. An extension requires the submission of a report from the school which provides satisfactory evidence to CCAPP that the matters giving rise to its concerns are being adequately addressed.

If it is deemed that satisfactory progress is not being made, the program, at that time, may be granted probationary accreditation. Alternately, if the major deficiencies identified when conditional accreditation was initially granted are considered to have been satisfactorily rectified, the program may be granted full accreditation.

### **Probationary Accreditation**

The professional program of a school that has been accredited and subsequently fails to comply with standards may be given probationary accreditation status. The chief executive officer of the university and the dean or director of the school are given due notice of the Council's action. A period of approximately six

months is given for the institution to show cause why the probationary status should be rescinded or to present sufficient evidence of improvement, or plans for improvement, to warrant restoration of conditional accreditation or full accreditation. Should the university not demonstrate a commitment to rectifying identified deficiencies within one year after the six-month period given to show cause, the program will no longer be accredited.

It is important that all constituents understand that a major goal of CCAPP is to assist in the advancement and improvement of pharmaceutical education. Hence, should a program receive probationary accreditation status, it is important that the university regularly seek CCAPP's guidance on the appropriate course of action to be followed.

### **SITE VISIT CYCLE**

Site visits will normally be conducted at a school every six years, for programs granted full accreditation or conditional accreditation. For programs with probationary accreditation, a site visit will normally be required prior to the restoration of conditional or full accreditation. Requests to defer a scheduled site visit will only be granted in exceptional circumstances, subsequent to a well-justified request from the university.

### **CONTINUATION OF ACCREDITATION STATUS**

The accreditation award is subject to continuous review and may be withdrawn, for cause, at any time. Continuation of accreditation status for the full term of the award is conditional on the university continuing to offer the approved program and on the maintenance of the resources required for its effective delivery. Accordingly, during the term of the award, the university is required to advise the Council of any significant change in the design or content of the program, its leadership, or in its resource base.

### **REFERENCE TO ACCREDITATION STATUS**

A university is required to inform current students, prospective students, and the general public of the current accreditation status of its pharmacy program as listed in the Directory. The university is authorized to use the following statement in the university calendar, recruitment brochures, and other official university publications:

"The Baccalaureate in Pharmacy (or Doctor of Pharmacy) Program of the (name of pharmacy school) of (name of university) has been granted (Qualifying, Provisional, Full, Conditional, Probationary) Accreditation Status by The Canadian Council for the Accreditation of Pharmacy Programs for

the period \_\_\_\_ to \_\_\_\_.”

### **IMPLEMENTATION OF NEW STANDARDS**

CCAPP will notify Faculties when the next revision of the Standards will occur, the subsequent consultation period, and the implementation date. There normally will be at least three years between the initiation of a standards revision process and their implementation date.

## APPENDIX 2

### THE CCAPP AUDITED FINANCIAL STATEMENT 2005 - 2006

---

#### AUDITORS' REPORT

To the Directors of  
The Canadian Council for Accreditation of Pharmacy Programs

We have audited the statement of financial position of The Canadian Council for Accreditation of Pharmacy Programs as at March 31, 2006 and the statement of operations and changes in net assets for the year then ended. These financial statements are the responsibility of the council's management. Our responsibility is to express an opinion of these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the company as at March 31, 2006, and the results of its operations and the changes in its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

Saskatoon, Saskatchewan  
June 1, 2006



CHARTERED ACCOUNTANTS

THE CANADIAN COUNCIL FOR  
ACCREDITATION OF PHARMACY PROGRAMS

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2006

	<u>2006</u>	<u>2005</u>
<b>Assets</b>		
Current assets		
Cash	\$ 64,739	\$ 64,365
Temporary investments	-	75,449
Accounts receivable	<u>468</u>	<u>362</u>
	65,207	140,176
Investments	<u>190,000</u>	<u>110,000</u>
	<u>\$ 255,207</u>	<u>\$ 250,176</u>
<b>Liabilities</b>		
Current liabilities		
Accounts payable and accrued expenses	\$ 2,944	\$ 5,039
Deferred revenue	<u>94,278</u>	<u>101,000</u>
	<u>97,222</u>	<u>106,039</u>
<b>Unrestricted net assets</b>	<u>157,985</u>	<u>144,137</u>
	<u>\$ 255,207</u>	<u>\$ 250,176</u>

Approved on behalf of the Board

\_\_\_\_\_ Director

\_\_\_\_\_ Director

See accompanying accounting policies and notes

THE CANADIAN COUNCIL FOR  
ACCREDITATION OF PHARMACY PROGRAMS  
STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS  
YEAR ENDED MARCH 31, 2006

	<u>2006</u>	<u>2005</u>
<b>Revenue</b>		
Accreditation fees	\$ 54,000	\$ 54,000
Membership fees	39,000	39,000
Grants	21,000	21,000
Interest	<u>4,469</u>	<u>2,975</u>
	<u>118,469</u>	<u>116,975</u>
<b>Expenses</b>		
Administration fees	40,000	40,000
Audit	1,942	2,263
Bank charges and interest	35	-
Meetings and travel	30,944	27,091
Office	9,094	10,971
Rent (Note 4)	1,484	1,484
Site visits	20,196	5,802
Website development	<u>926</u>	<u>2,704</u>
	<u>104,621</u>	<u>90,315</u>
<b>Excess of revenue over expenses</b>	<b>13,848</b>	<b>26,660</b>
Unrestricted net assets, beginning of year	<u>144,137</u>	<u>117,477</u>
<b>Unrestricted net assets, end of year</b>	<b>\$ <u>157,985</u></b>	<b>\$ <u>144,137</u></b>

See accompanying accounting policies and notes

---

**THE CANADIAN COUNCIL FOR  
ACCREDITATION OF PHARMACY PROGRAMS**

**NOTES TO FINANCIAL STATEMENTS**

**MARCH 31, 2006**

**1. DESCRIPTION OF OPERATIONS**

The Canadian Council for Accreditation of Pharmacy Programs is a non-profit organization incorporated in 1993 under the Canada Corporations Act. The council assesses the quality of pharmacy degree programs in Canadian universities and promotes continued improvement of educational programs.

**2. ACCOUNTING POLICIES**

**Capital assets**

Capital assets are expensed in the year of acquisition. There were no capital assets purchased during the year (2005 - nil).

**Recognition of revenue**

The council follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

**Measurement uncertainty**

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Actual results could differ from those estimates.

**3. FINANCIAL INSTRUMENTS**

**Interest rate risk**

The council manages its portfolio investments based on its cash flow needs and with a view to optimizing its interest income.

The effective interest rate on the temporary investments during the year varied from 1.92% to 4.30% (2005 - 1.52% to 4.30%). The average interest rate at the end of the year was 3.16% (2005 - 2.50%) with investments maturing within 12 months.

For long-term investments, the effective interest rate realized during the year was 2.6% (2005 - 2.1%). The average interest rate was 2.6% (2005 - 2.1%).

---

THE CANADIAN COUNCIL FOR  
ACCREDITATION OF PHARMACY PROGRAMS

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2006

3. FINANCIAL INSTRUMENTS (CONT'D)

Fair values

The fair value of cash, amounts receivable and accounts payable and accrued expenses is equal to their carrying value given their maturity date.

4. LEASE COMMITMENTS

The council leases premises under a one-year lease expiring June, 2006. The fixed minimum annual rental payment is \$1,484.

5. STATEMENT OF CASH FLOWS

A statement of cash flows has not been included as the information provided by that statement is readily available in the statements as presented.