



**The Canadian Council for Accreditation of Pharmacy Programs  
Le Conseil canadien de l'agrément des programmes de pharmacie**

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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**  
**2007 - 2008**



**Annual Report and  
Directory of Accredited Programs  
2007 - 2008**

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## **ACKNOWLEDGEMENTS**

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

Acknowledgement is also made of the financial support provided by the following universities through their annual accreditation fees: University of Alberta, University of British Columbia, Dalhousie University, Université Laval, University of Manitoba, Memorial University of Newfoundland, Université de Montréal, University of Saskatchewan, University of Toronto, and the University of Waterloo.

Finally, CCAPP acknowledges, with sincere appreciation, the very generous support of the Ontario College of Pharmacists (OCP) and The Pharmacy Examining Board of Canada (PEBC) which provided the Council with significant grants in 2007-2008.

## **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, based on recognized regulatory and professional declarations, the educational, scientific, and professional principles and standards to which an accredited school, college, institution or faculty of pharmacy or pharmacy technician program is expected to meet and maintain, and to revise these principles and standards as necessary.
- (b) To appraise any school, college, institution, or faculty of pharmacy or pharmacy program in Canada that requests the accreditation from the Council.
- (c) To publish a list of accredited programs from schools, colleges, institutions and faculties of pharmacy and pharmacy technician programs and to revise such lists annually or as frequently as may be deemed desirable.
- (d) To satisfy itself that schools, colleges, institutions and faculties which have been accredited maintain the required standards and to withdraw accreditation of any school, college, institution or faculty failing to maintain standards formulated by the Council.
- (e) To assist in the advancement and improvement of pharmacy education in Canada and internationally.

**CCAPP MEMBERSHIP and BOARD of DIRECTORS  
2007 - 2008**

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

Association of Faculties of Pharmacy  
Dr. Sylvie Marleau – Montreal, QC  
Prof. Susan Mansour – Halifax, NS

The Canadian Council for Accreditation of Pharmacy Programs  
Dr. Barbara Downe-Wamboldt (*non-pharmacy academic appointee*) – Halifax, NS  
Dr. David Hill (*ex officio*) – Richmond, BC

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

Canadian Society of Hospital Pharmacists  
Ms. Patricia Macgregor – Toronto, ON

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

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

**CCAPP OFFICERS 2007- 2008**

President – Mr. Ray Joubert  
President-Elect – Ms. Erin Farrell-MacKenzie  
Past President – Mr. Ray Joubert  
Executive Director - Dr. David S. Hill

## 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, 2008.

### **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. S. Toope

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 Prof. R. Caldwell

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

### **Université Laval, Québec, Québec**

Faculté de pharmacie

Recteur Dr. D. Brière

Doyen Dr. J.-P. Gregoire

***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 2007-2013***

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

President Dr. E. Campbell (acting)  
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

***Baccalauréat en pharmacie - Full Accreditation Status 2008-2014***  
***Doctorat en pharmacie - Provisional Accreditation Status 2008-2012***

**University of Saskatchewan, Saskatoon, Saskatchewan**  
College of Pharmacy and Nutrition

President Mr. R.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 2007-2013***  
***Doctor of Pharmacy - Full Accreditation Status 2007-2013***

**University of Waterloo, Waterloo, Ontario**  
School of Pharmacy

President Dr. D. Johnston  
Director Dr. J. Thiessen

***Baccalaureate in Pharmacy - Qualifying Accreditation Status 2006 -***

## SITE VISITS AND ACCREDITATION DECISIONS 2007 - 2008

### Université de Montréal

The third on-site evaluation of the Faculté de pharmacie was conducted November 5 – 7, 2007. The members of the site team were:

Dr. Monique Richer  
Secrétaire générale, Université Laval

Dr. Robert Macgregor  
Leslie Dan Faculty of Pharmacy, University of Toronto

Dr. College Metge  
Faculty of Pharmacy, University of Manitoba

Dr. David Hill  
Executive Director, CCAPP

M. Michel Caron (observer)  
Adjoint professionnel au secretariat général, Ordre des pharmaciens du Québec

Dr. Ulric Chung  
Accreditation Council for Pharmacy Education, Chicago, IL (observer)

The evaluation team was impressed with developments by the Faculté de pharmacie since the last site visit in 2001. After several years of planning, the Faculté has now initiated a replacement of its baccalaureate program as the first professional degree in pharmacy with a new doctor of pharmacy (PharmD) curriculum. The objective of the November 2007 site visit was to evaluate the remaining elements of the baccalaureate program for continuing accreditation and the new PharmD program for provisional status (i.e. students have been admitted into the new program, but no students have graduated yet).

The following strengths were noted: progressive leadership from the new dean; an impressive new building and facilities for teaching, students and researchers; the relationship between the basic sciences faculty and the clinical faculty has greatly improved; a positive relationship between Dean Moreau and university administration; several new competent teachers and researchers have been recruited; the good relationship is in place between the Faculté and l'Ordre des pharmaciens du Québec; the quality of the relationships between clinical sites and the Faculté; and the development of a new baccalauréat en sciences biopharmaceutiques program.

The CCAPP board requests the Faculté address the following areas in its next interim report for the baccalauréat program: (1) the projected formal termination date of the current baccalauréat program by the university, a report on the



numbers of any students in the baccalauréat program who have not progressed to degree completion on schedule but who remain as enrolled students, and the plans by which these students will be permitted to complete a degree program (CCAPP Standards 2006 No. 15).

*On June 11, 2008, the Baccalauréat en pharmacie program of the Université de Montréal was granted Full Accreditation status for a six-year period, 2008-2014. The University will be required to submit an interim report by 31 March 2010 responding to the specific matters addressed above for the baccalauréat program.*

The CCAPP board requests the Faculté address the following areas in its next interim report for le programme de doctorat professionnel en pharmacie: (1) confirmation that the Faculté and the university's central administration have negotiated a financial agreement to guide the use of planned revenues and to support the teaching and clinical education costs of the new PharmD curriculum (draft CCAPP FPDPD Standards No. 8, 9 and 24); (2) details regarding any yet-to-be finalized elements of the new PharmD program, particularly those concerning core curriculum design, teaching processes, and student assessment and evidence that faculty and students have been informed of these developments in a timely manner (draft CCAPP FPDPD Standards No. 22-26); (3) confirmation that the Faculté has affiliation agreements in place with qualified clinical teaching sites to provide sufficient early and late practice experiences at planned enrolment levels (draft CCAPP FPDPD Standards No. 5 and 24); (4) the university's plan to support interprofessional learning experiences as an essential component of the academic programs for pharmacy and other health science students (draft CCAPP FPDPD Standards No. 4 and 25); (5) progress on the preparation of a new strategic plan for the Faculté and information on any university-wide strategic planning activities (draft CCAPP FPDPD Standards No. 2); and (6) the implementation of a comprehensive Faculté program evaluation process (draft CCAPP FPDPD Standards No. 3).

*On June 11, 2008, le programme de doctorat professionnel en pharmacie of the Université de Montréal was granted Provisional Accreditation status for a four-year period, 2008-2012. The University will be required to submit an interim report by 31 March 2009 responding to the specific matters addressed above for this program.*

**C C A P P**

**The Canadian Council for Accreditation of Pharmacy Programs  
Le Conseil canadien de l'agrément des programmes de pharmacie**

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**Pharmacy Technician Programs  
Current Accreditation Award Status (effective July 2008)**

<b>Program</b>	<b>Location</b>	<b>Award</b>	<b>Term</b>	<b>Reason/Conditions</b>
Academy of Learning	Swift Current, SK	Qualifying Status	Jul 2008 - Jun 2009	Program in development. Progress to be monitored
Algonquin Careers Academy	Mississauga, ON	Qualifying Status	Jul 2008 - Jun 2009	Program in development. Progress to be monitored
Algonquin Careers Academy	Ottawa, ON	Qualifying Status	Jul 2008 - Jun 2009	Program in development. Progress to be monitored
Centennial College	Toronto, ON	Provisional Status	Jul 2008 - Dec 2011	No significant conditions
Fanshawe College	London, ON	Provisional Status	Jul 2008 - Dec 2011	No significant conditions
Humber Institute	Toronto, ON	Provisional Status	Jul 2008 - Dec 2011	No significant conditions
Kingston Learning Centre	Kingston, ON	Qualifying Status	Jul 2008 - Jun 2009	Program in development. Progress to be monitored
Lambton College	Sarnia, ON	Provisional Status	Jul 2008 – Dec 2011	No significant conditions
Niagara College	Welland, ON	Provisional Status	Jul 2008 – Dec 2011	No significant conditions
NorQuest College	Edmonton, AB	Provisional Status	Jul 2008 – Dec 2011	No significant conditions
Sheridan Institute	Brampton, ON	Provisional Status	Jul 2008 – Dec 2011	No significant conditions
St. Clair College	Windsor, ON	Provisional Status	Jul 2008 – Dec 2011	No significant conditions
triOS College	Mississauga, ON	Qualifying Status	Jul 2008 – Jun 2009	Program in development. Progress to be monitored

## **REPORT OF THE PRESIDENT**

### **Annual General Meeting - June 11, 2008**

I am honored to report as President for the 2007-08 year.

CCAPP continues to promote excellence in pharmacy education, and has been more active than ever in pursuing our mission. This has been an unprecedented year as we began extending our service to pharmacy technician training programs, progressed with new standards for the first professional pharmacy degree programs, continued our regular accreditation responsibilities, became involved in interdisciplinary education and continued international activities.

At its October meeting, the board approved accreditation standards for pharmacy technician training programs. We opened the application process and conducted three regional informational and orientation meetings. During March to May, teams conducted over 20 first site visits. The accreditation advisory committee was formed, and held its first meeting on May 27. The Board will consider the committee's recommended accreditation awards at the June 2008 annual meeting.

The standards committee completed its review of the current baccalaureate program accreditation standards and the drafting of new doctor of pharmacy program standards. At its October meeting, the board recommended that the proposed "first professional degree in pharmacy awarded as the baccalaureate (FPDBAC) and the first professional degree in pharmacy awarded as the doctor of pharmacy (FPDPD) accreditation standards be released for consultation. Extensive comments have been received that the Board will address at the June 2008 annual meeting. Our goal continues to be to use the new standards in all program reviews beginning January 1, 2009.

A CCAPP accreditation site visit evaluation was conducted at the Faculté de pharmacie, Université de Montréal November 5-7, 2007. The baccalaureate program in pharmacy was evaluated for continuing accreditation status, while the new first professional degree in pharmacy program awarding the Doctor of Pharmacy (PharmD) was reviewed for provisional status.

As a result of a major grant, the Association of Faculties of Medicine of Canada formed a partnership of the accreditation agencies for physiotherapy, occupational therapy, nursing, pharmacy, social work and medicine. CCAPP is involved in this project. Its goal is to develop common principles for the accreditation of interprofessional education in the six health professions, and educate a wider audience about the value of interprofessional education.

Internationally, a team visited Qatar University in October to review the pharmacy program for CCAPP Provisional Accreditation. The new pharmacy program has

been designed around CCAPP accreditation standards, APFC educational outcomes and NAPRA entry to practice competencies. In December Dr. David Hill gave a presentation to the Association of Colleges of Pharmacy in the Arab World scientific conference, Tripoli, Libya titled “Quality Assurance of Pharmacy Education in Canada”.

CCAPP received an inquiry from the Dean of Health Sciences of the College of the North Atlantic about the feasibility of CCAPP accrediting its pharmacy technician program at the CNA campus in Qatar. This invitation will be treated like other activities in that region as a “proof of concept” pilot project to test the feasibility of accrediting international programs.

To conclude, I would like to thank the Executive Committee, Erin Farrell-McKenzie president-elect; and Dr. Sylvie Marleau, past-president, for their support and attention to the affairs of CCAPP. In turn, I extend my support and best wishes to Erin for a successful term as President. Finally, it has indeed been an honor and a privilege to work under the leadership of our Executive Director, Dr. David Hill. While sustaining the core functions of CCAPP, he has very capably led our review of standards, interdisciplinary education and international activities, while successfully implementing the technician program accreditation process. His efforts and dedication throughout the year have been remarkable.

Mr. Ray Joubert,  
CCAPP President 2007 - 2008

## **REPORT OF THE EXECUTIVE DIRECTOR**

### **Annual General Meeting – June 11, 2008**

I am pleased to present the report of the executive director for the 2007-2008. The past year has been one of tremendous activity for CCAPP. Several initiatives that had been in development were either completed during the year or were moved into the operational stage. The move of the CCAPP office from Saskatoon to Vancouver has now been successfully transferred in all respects. The following is a brief update on the activities of CCAPP since our 2007 annual meeting in Toronto.

#### **Council Membership**

With the re-entry of the Ontario College of Pharmacists and l'Order des pharmaciens du Québec back into the NAPRA structure in early 2008, both organizations have now discontinued their "corresponding member" grant status with CCAPP. The other 2007-2008 corresponding member, the Canadian Foundation for Pharmacy has decided to decline membership with CCAPP in this category for 2008-2009. There are no longer any "corresponding member" organizations supporting CCAPP.

#### **Accreditation Activities--Degree Programs**

CCAPP conducted only one site visit evaluation during the past year. The Faculté de pharmacie at the Université de Montréal was reviewed Nov. 5-7, 2007 for continuing accreditation of its baccalaureate program and for provisional accreditation status of its new first professional degree in pharmacy program awarded as the Doctor of Pharmacy credential. I express my sincere appreciation to Dean Pierre Moreau and his faculty, staff and students for assisting with the site visit arrangements. The hospitality from the Faculté to the site visit team was excellent. Dr. Ulric Chung participated on the site visit as an observer from the Accreditation Council for Pharmacy Education and provided additional perspective to the team during its review of the new program at Montreal. There are no regular accreditation site visits planned for the any of the degree programs in Canada in 2008-2009.

#### **Accreditation Activities--Pharmacy Technician Programs**

The initiation of an accreditation service for pharmacy technician programs in Canada was clearly the most noteworthy of CCAPP's accomplishments during the year. In the short space of time since the 2007 annual meeting, CCAPP finalized the drafting of standards for college pharmacy technician programs; gave board approval to the standards and opened the service for applications; conducted information workshops in Toronto, Calgary and Vancouver to assist

programs in planning for accreditation; scheduled and conducted one-day site visits at 20 pharmacy technician programs in Ontario, 1 in Saskatchewan and 1 in Alberta; held a meeting of the new pharmacy technician program accreditation standing committee to make recommendations on the accreditation awards for the 22 programs reviewed; organized an information workshop for mid-June 2008 in Halifax for instructors and college administrators of pharmacy technician programs in Atlantic Canada; and set in place the application dates for the next cycle of site visits to be conducted in fall 2008. Dr. Jim Blackburn and Ms. Linda Buschmann provided great assistance to me in conducting the site visits, compiling the evaluation reports and preparing for the accreditation committee meeting. Representatives from the Ontario College of Pharmacists, the Saskatchewan College of Pharmacists, and the Alberta College of Pharmacists also participated as observers on each of the site visits to the college programs in their province.

The interest from college pharmacy technician programs to pursue accreditation with CCAPP exceeded our initial projections and will likely continue to be very high as the provinces develop their registration or regulatory plans for pharmacy technicians over the next few years. CCAPP has certainly responded to the desire from the college system for a national quality assurance process for pharmacy technician educational programs in Canada and from PEBC and the provincial pharmacy regulators who need assurance that individuals applying for registration or regulation have completed a program of studies that is structured to insure graduates can meet entry-to-practice competencies defined by NAPRA. It is also important to note that development costs and ongoing operational expenses for this new accreditation will be fully recovered from the application and accreditation fees paid by the colleges. This was one of the conditions set by the CCAPP board in 2002 in its consideration of the feasibility of establishing an accreditation under CCAPP responsibility.

### **Accreditation Standards--Degree Programs**

The standards committee completed its drafting of proposed revisions to the accreditation standards for the first professional degree in pharmacy programs in September 2007. The committee's strategy in the completion of this work was to draft a common set standards for the first professional degree in pharmacy that would apply to both universities that award a baccalaureate credential and those that will award the doctor of pharmacy degree, with different language in the actual standards limited to three areas: the pre-pharmacy requirements, the relevant educational outcomes for the two programs, and the practice experiences component of the curriculum.

During the consultation period with stakeholders, CCAPP received considerable comment about the draft standards. Since its formation in 1992, CCAPP has used standards that were similar to those issued by the Accreditation Council for Pharmacy Education (ACPE) in the US. This policy has permitted CCAPP and

ACPE to collaborate through a memorandum of understanding signed in 2002 on a number of areas of mutual interest, and in the recognition of accreditation decisions rendered by the two organizations as substantially equivalent over the period up to 2005. With the release of new ACPE standards effective 2005 and the comments received to the draft new CCAPP standards, the CCAPP board will now be required to reconsider how it wishes to address its historical practice of following the ACPE model in the CCAPP standards for the two first professional degree in pharmacy programs at universities in Canada.

### **International Activities**

CCAPP completed its benchmarking study for the pharmacy programs at the Higher Colleges of Technology (HCT) in the United Arab Emirates in 2007. This was a successful venture for CCAPP and may lead to further collaboration with the HCT in 2008-09.

CCAPP has also received an inquiry from the pharmacy program at the Qatar University in Doha about the feasibility of that university applying for CCAPP accreditation. The new Qatar baccalaureate program has been designed around AFPC educational outcomes and NAPRA competencies and has attracted several faculty who have considerable experience from pharmacy programs at universities in Canada and with the Canadian health care system.

In December 2007, I was invited to Tripoli, Libya to give a presentation on quality assurance of pharmacy education in Canada at the 11th scientific congress of the Association of Colleges of Pharmacy in the Arab World.

### **Interprofessional Health Programs and Collaborations**

CCAPP is a participant in a Health Canada-funded project that is developing common principals for interprofessional health education activities that can be used in the development of standards for accrediting agencies in Canada. The project is being coordinated by the Association of Faculties of Medicine of Canada and includes six professions: medicine (i.e., undergraduate program, Royal College residency programs, and the family medicine residency program), nursing, pharmacy, occupational therapy, physiotherapy, and social work. The project has produced an environmental scan of the current state of interprofessional activities in the academic programs for these professions as well as the nature of any accreditation requirements concerning interprofessional activities covering these programs. A national invitational forum will be held in February 2009 to gather more information from stakeholders and present some preliminary findings and deliverables for the project.

In October, I participated in the "Collaborating Across Borders: An American-Canadian dialogue on interprofessional education" conference in Minneapolis, MN. This was a joint presentation with Dr. Peter Vlasses, AFPC executive director and looked at how AFPC and CCAPP were dealing with the question of

accreditation initiatives to encourage and assess curricular coverage of interprofessional activities in pharmacy programs.

### **CCAPP Member Relations**

I continue to commit to maintaining and strengthening CCAPP relations with its member organizations and key stakeholders. I have tried to take advantage of any opportunities or invitations to meet with the elected representatives of our members to update them on CCAPP initiatives and to collaborate on activities advancing the interests of pharmacy education for the betterment of pharmacy in Canada. In addition to regular email and phone exchanges, some of the other interactions or presentations included:

- Canadian Society of Hospital Pharmacists annual meeting (August 2007)
- Association of Deans of Pharmacy of Canada meeting (October 2007, February 2008)
- Blueprint for Pharmacy Task Force (several meetings)
- Winnipeg Region Health Authority pharmacy department (November 2007)
- Southern Alberta Institute of Technology—CMA MLT site visit (November 2007)
- CPhA Moving Forward HR Project (November 2007 and March 2008)
- PEBC Pharmacy Technician Certification Exam Steering Committee (February 2008)
- Canadian Society of Hospital Pharmacists PPC meeting (February 2008)
- OCP and Greater Toronto Area directors of hospital pharmacy meeting (February. 2008)
- Canadian Patient Safety Institute meeting re “simulation” (March 2008)
- CPhA annual national conference (June 2008)

### **Finances and Administration**

CCAPP successfully completed the transition from a calendar year basis to the fiscal year for the collection of member and accreditation fees at the beginning of 2008. This change, together with the receipt of a large number of applications from pharmacy technician programs in January 2008, has resulted in the recognition of sizeable deferred revenue on the CCAPP balance sheet ending March 31, 2008 and a surplus of revenue over expenses of \$64,600 for 2007-2008. The positive financial picture at fiscal year end will facilitate the planned increase to 1.0 FTE for the executive director’s contract and in the securing of additional administrative personnel to support the continuing growth of the pharmacy technician program accreditation service in 2008-2009.



I continue to monitor and make changes to office operations and procedures as necessary to improve CCAPP services and controls. Adobe Acrobat 8 Professional edition software was purchased for the CCAPP laptop computer in order to prepare a PDF version of important CCAPP documents and reports and to create online fill-in types of forms that CCAPP will need in the future. I also purchased an external hard drive that is now used as a more secure back-up for all CCAPP documents residing on the laptop computer. The updating of the CCAPP website received occasional attention during the year, but will be significantly updated in 2008-2009 to reflect the many changes in CCAPP operations over the past year.

Respectfully submitted,

David S. Hill, Ed.D., FCSHP  
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 followed by Dr. Jim Blackburn until August 31, 2006.

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 13 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 post BSc 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 2007 – 2008



**Thomson Jaspar**  
& ASSOCIATES

#### 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, 2008 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, 2008, 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  
May 12, 2008

CHARTERED ACCOUNTANTS

200-128 4th Ave. S. • Saskatoon SK • S7K 1M8 • Phone: 306.244.4414 • Fax: 306.244.1545 • Toll free: 1.800.579.4414

R. Keith Thomson, B Comm CA • Paul S. Jaspar, FCA • Brian M. Turnquist, B Comm CA • Michael J. Gorniak, B Comm CA

Web site: [www.thomsonjaspar.ca](http://www.thomsonjaspar.ca) • Chartered Accountants operating as a partnership of professional corporations



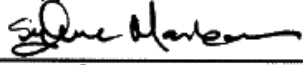
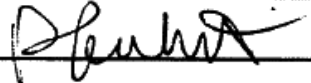
**THE CANADIAN COUNCIL FOR  
ACCREDITATION OF PHARMACY PROGRAMS**

**STATEMENT OF FINANCIAL POSITION**

MARCH 31, 2008

	<u>2008</u>	<u>2007</u>
<b>Assets</b>		
Current assets		
Cash	\$ 154,235	\$ 167,091
Investments	-	110,000
Accounts receivable	4,119	314
Prepaid expenses	<u>4,402</u>	<u>-</u>
	162,756	277,405
Investments (Note 5)	<u>220,000</u>	<u>-</u>
	<u>\$ 382,756</u>	<u>\$ 277,405</u>
<b>Liabilities</b>		
Current liabilities		
Accounts payable and accrued expenses	\$ 5,599	\$ 2,855
Deferred revenue	<u>161,000</u>	<u>123,000</u>
	166,599	125,855
<b>Unrestricted net assets</b>	<u>216,157</u>	<u>151,550</u>
	<u>\$ 382,756</u>	<u>\$ 277,405</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, 2008

	<u>2008</u>	<u>2007</u>
<b>Revenue</b>		
Accreditation fees	\$ 109,900	\$ 54,000
Membership fees	56,250	39,000
Grants	25,527	18,777
Interest	5,829	4,282
Miscellaneous	<u>25,557</u>	<u>7,887</u>
	<u>223,063</u>	<u>123,946</u>
<b>Expenses</b>		
Administration fees	88,750	55,000
Bank charges and interest	-	15
Meetings and travel	17,147	28,383
Miscellaneous	-	350
Office	2,796	5,250
Pharmacy technician program (Note 6)	21,232	12,743
Professional fees	2,400	2,340
Rent (Note 7)	9,000	5,250
Site visits	16,261	19,216
Website development	<u>870</u>	<u>1,836</u>
	<u>158,456</u>	<u>130,383</u>
<b>Excess (deficiency) of revenue over expenses</b>	<b>64,607</b>	<b>(6,437)</b>
Unrestricted net assets, beginning of year	<u>151,550</u>	<u>157,987</u>
<b>Unrestricted net assets, end of year</b>	<b>\$ <u>216,157</u></b>	<b>\$ <u>151,550</u></b>

See accompanying accounting policies and notes

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

**NOTES TO FINANCIAL STATEMENTS**

**MARCH 31, 2008**

**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**

**Investments**

Investments classified as held for trading are recorded at fair market value as at the financial statement date with revenue being recorded in the current statement of operations.

**Capital assets**

Capital assets are expensed in the year of acquisition. There were no capital assets purchased during the year (2007 - 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.

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

**NOTES TO FINANCIAL STATEMENTS**

**MARCH 31, 2008**

**3. FINANCIAL INSTRUMENTS**

**Credit risk**

The Council does not have any significant concentration of credit (with parties other than universities and professional associations).

**Interest rate risk**

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

**Fair values**

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

**4. CHANGE IN ACCOUNTING POLICY**

Effective April 1, 2007, the Canadian Council for Accreditation of Pharmacy Programs adopted the following new accounting standard issued by the Canadian Institute of Chartered Accountants relating to financial instruments - recognition and measurement. The new standard has been adopted on a prospective basis with no restatement of prior period financial statements.

This new standard requires all financial instruments to be accounted for either at fair value or at the amortized cost. Changes in fair value and amortized cost are recognized in the statement of operations in the current period.

The measurement of the assets depends on the category the Canadian Council for Accreditation of Pharmacy Programs chooses for each financial instrument. The Organization has elected to classify the financial instruments as held for trading. All of the Canadian Council for Accreditation of Pharmacy Programs financial assets were re-measured in accordance with the new standard as at April 1, 2007 with no differences found between the previous accounting basis and fair value as at April 1, 2007.

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

**NOTES TO FINANCIAL STATEMENTS**

**MARCH 31, 2008**

**5. INVESTMENTS**

	<u>2008</u>	<u>2007</u>
<u>Held for trading</u>		
Guaranteed Income Certificates	\$ 220,000	\$ 110,000
Less current portion	<u>          -</u>	<u>  110,000</u>
	<u>\$ 220,000</u>	<u>\$          -</u>

The effective interest rate on the investments during the year varied from 2.33% to 4.00% (2007 - 2.33% to 3.15%). The average interest rate at the end of the year was 3.38% (2007 - 2.43%).

**6. COMMITMENTS**

The Council entered into a license agreement with the Canadian Medical Association ("CMA") during the year. \$10,000 was paid for the right to use the CMA accreditation standard. A maintenance fee must be paid each year the Council continues to use the CMA accreditation standards. The fixed annual maintenance fee is \$2,000 (20% of the original fee).

**7. LEASE COMMITMENTS**

The Council leases premises under a one-year lease expiring August 31, 2008, renewable annually. The fixed minimum monthly rental payment is \$2,000.

**8. 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.