

CCAPP DIRECTORY AND ANNUAL REPORT

2004



Thorvaldson Building Room 123, 110 Science Place, Saskatoon SK S7N 5C9 Canada

Phone (306) 966-6388 Fax (306) 966-6377

CCAPP Directory and Annual Report 2004

Table of Contents

	<u>Page</u>
Acknowledgements	
Accreditation of Pharmacy Academic Programs in Canada	
Introduction	
CCAPP Mission and Goals	
Accreditation Standards	
Significance of Accreditation	
Accreditation as an Agent for Change	
The Accreditation Process	
Accreditation Decision	
Site Visit Cycle	
Continuation of Accreditation Status	
Reference to Accreditation Status	
Implementation of New Standards and Guidelines	
CCAPP Membership	
CCAPP Officers	
CCAPP Accredited Programs	
Site Visits and Accreditation Decisions - 2004	
Report of the President - Dr. Jake J. Thiessen	
Report of the Executive Director - Dr. Jim L. Blackburn	
Auditors' Report	

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, The University of British Columbia, The University of Manitoba, University of Toronto, Université Laval, Université de Montréal, and the University of Saskatchewan.

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.

ACCREDITATION OF PHARMACY ACADEMIC PROGRAMS IN CANADA

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, except Québec, require PEBC registration as a prerequisite for licensure of out-of-province graduates and out-of-country applicants.

The approved minimum curriculum, coupled with a national examination, worked well in establishing comparability among the Faculties of Pharmacy*, 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 practicums 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 outcome 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 Canadian Government on 5 January 1993. Dr. Bruce Schnell served as the first Executive Director of CCAPP until June 30, 2003.

* Faculty also means School or College.

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 which is responsible for establishing the Accreditation Standards, setting policy and managing the accreditation process.

CCAPP currently accredits 11 pharmacy academic programs offered at nine Canadian universities. 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.

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.

Accreditation Standards

The accreditation Standards define the outcomes expected of the education program. CCAPP has established a total of 25 Standards 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 Standard for Financial Resources.

Accreditation Standards reflect those professional and educational attributes identified by the Council as essential to a Faculty of Pharmacy program. The Standards embrace the philosophy that program 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 professional practice experience.

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 the 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 Faculty 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 Faculties of Pharmacy and their universities, students and prospective students, licensing and examination bodies, the profession of pharmacy, and the general public.

For Faculties of Pharmacy 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 Faculty 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 Faculties, through their involvement on the Council, are responsible for establishing the 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 Faculty of Pharmacy 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 Faculty seeking accreditation is asked to define what it wants to achieve with its professional program - i.e. what is its mission - what is its intended outcomes? It is asked to demonstrate that it has a program and the resources to produce that outcome. It is asked to have procedures for evaluating whether or not the desired outcome is 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 on the Faculty 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 Faculty's plans for the next five-year period. It focuses on "where we want to go and how we plan to get there".
2. An On-Site 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 Executive Director, or Associate Executive Director, of CCAPP. Every effort is made to include individuals with expertise in University and Faculty policies, procedures and finances; in the pharmacy practice/clinical area and/or the social and administrative sciences; and in the basic sciences. When a Pharm.D. Program is being evaluated, an individual with experience as a faculty member in a Pharm.D. program is added to the team. The appropriate provincial licensing body (bodies) is (are) invited to appoint an observer to each on-site 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 Faculty 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 the Faculty and determines the time period and/or any conditions to be associated with the accreditation award.
5. The University President and the Dean of the Faculty 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 Faculty of Pharmacy.

ACCREDITATION DECISION

The CCAPP Board of Directors makes the accreditation decision. In arriving at a decision, the Board considers the accreditation history of the Faculty; the application, self-assessment report and strategic plan submitted by the University; the On-Site Evaluation Report; the University's response to the On-Site Evaluation Report; and, any other relevant information. In-person presentations to the Board from the University regarding their accreditation review will 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.

Preliminary Accreditation

The professional program of a new or existing Faculty of Pharmacy that has been accepted as a member of the Association of Faculties of Pharmacy of Canada may be granted Preliminary Accreditation status on the basis of a limited site visit and/or an institutionally prepared prospectus. Preliminary Accreditation will be granted only once and for a limited period of time.

Full Accreditation

The professional program of a Faculty of Pharmacy is granted initial or continued Full Accreditation status for a six-year term, if it has been demonstrated 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 original accreditation award of six years, are normally required to submit an Interim Report 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 Faculty; changes in the academic staff; steps taken to deal with deficiencies identified in the On-Site 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 for the balance of the accreditation period.

Conditional Accreditation

The professional program of a Faculty of Pharmacy 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, extendable to a longer term (not exceeding six years), subject to receipt of a report, which convinces the 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 Faculty of Pharmacy that has been accredited and subsequently fails to comply with standards may be given Probationary Accreditation status. The Chief Executive Officer of the institution and the Dean of the Faculty 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 advice on the appropriate course of action to be followed.

SITE VISIT CYCLE

Site visits normally will be held every six years, for programs granted Full Accreditation or Conditional Accreditation. For programs on Probationary Accreditation, a site visit normally will 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, 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 Faculty) of (name of University) has been granted (Preliminary, Full, Conditional, Probationary) Accreditation Status by The Canadian Council for the Accreditation of Pharmacy Programs for a (- year) term.”

IMPLEMENTATION OF NEW STANDARDS AND GUIDELINES

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

CCAPP MEMBERSHIP

Association of Deans of Pharmacy of Canada

Dr. Dennis K.J. Gorecki - Saskatoon

Association of Faculties of Pharmacy

Dr. Sylvie Marleau - Québec

Dr. Jake J. Thiessen - Toronto

The Canadian Council for Accreditation of Pharmacy Programs

Ms. Arlis McQuarrie - Saskatoon

Dr. Jim L. Blackburn - Saskatoon

Canadian Pharmacists Association

Ms. Debbie K. Boyle - Calgary

Canadian Society of Hospital Pharmacists

Dr. Blair Seifert - Winnipeg

National Association of Pharmacy Regulatory Authorities

Mr. Ray Joubert - Regina

Pharmacy Examining Board of Canada

Dr. Monique Richer - Québec

CCAPP OFFICERS

President - Dr. Jake J. Thiessen
President-Elect - Dr. Monique Richer
Past President - Ms. Debbie K. Boyle
Executive Director - Dr. Jim L. Blackburn

Corresponding Members of CCAPP

Ontario College of Pharmacists
Ordre des pharmaciens du Québec

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 status and term.

University of Alberta, Edmonton, Alberta

Faculty of Pharmacy and Pharmaceutical Sciences

President	Dr. R. Fraser
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 2001-2006

Doctor of Pharmacy - Full Accreditation Status 2000-2006

Dalhousie University, Halifax, Nova Scotia

College of Pharmacy

President	Dr. T. Traves
Director	Ms. R. Caldwell

Baccalaureate in Pharmacy - Full Accreditation Status 2004-2010

CCAPP ACCREDITED PROGRAMS

Université Laval, Québec, Québec
Faculté de pharmacie

Recteur M. M. Pigeon
Doyen Dr. M. Richer

Baccalaureate in Pharmacy - Full Accreditation Status 2001-2006

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
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. R. Lacroix
Doyen Dr. J. Turgeon

Baccalaureate in Pharmacy - 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 2000-2005

University of Toronto, Toronto, Ontario
Leslie L. Dan Faculty of Pharmacy

President Dr. R.J. Birgeneau
Dean Dr. K.W. Hindmarsh

Baccalaureate in Pharmacy - Full Accreditation Status 2001-2007
Doctor of Pharmacy - Full Accreditation Status 2001-2007

SITE VISITS AND ACCREDITATION DECISIONS - 2004

The University of Alberta

The third on-site evaluation of the Faculty of Pharmacy was conducted November 2 - 5, 2003. The members of the site visit team were:

Dr. Jacques Turgeon
Université de Montréal

Dr. David Hill,
University of Colorado

Dr. Blair Seifert
Winnipeg Health Sciences Centre

Dr. Jim Blackburn
CCAPP Executive Director

Ms. Tracy Mardsen
Alberta College of Pharmacists, Observer

The Council was impressed by the quality of the self-assessment report, the new curriculum, the continued success of Alberta pharmacy graduates on national examinations as well as the strong research environment in the pharmaceutical sciences. It was noted that the new curriculum is just being implemented so it is necessary to monitor that all courses, preceptors and structured practical experiences will be fully in place as the students continue in the program. The Faculty has proposed a significant increase in pharmacy practice faculty that will serve as role models for students. The Faculty requires additional physical facilities to provide for the increased faculty and small group teaching areas that are required for the new curriculum.

On 20 June 2004, the Bachelor of Science in Pharmacy [B.Sc. (Pharm)] program of The University of Alberta was granted Full Accreditation status for a six-year period, 2004-2010. The University was asked to submit an interim report by 1 April 2007 detailing the progress made in dealing with the deficiencies identified in the On-Site Evaluation Report.

Dalhousie University

The third on-site visit to the College of Pharmacy was conducted September 28 – October 1, 2003. The members of the site visit team were:

Dr. Dennis Gorecki
University of Saskatchewan

Dr. David Hill
University of Colorado

Dr. Sheryl Zelenitsky
University of Manitoba

Dr. Jim Blackburn
CCAPP Executive Director

Ms. Susan Wedlake
Nova Scotia College of Pharmacists, Observer

The Council was impressed by the accomplishments since the last accreditation including the implementation of the hybrid PBL program, the leadership of the College, the faculty recruitment to fill vacant positions and enhanced financial stability. There continues to be concern over the small number of tenure track faculty, the lack of adequate space within the current facility to accommodate the increased student enrolment and additional faculty. It was also noted that non faculty tutors continue to be extensively used and it was indicated that the faculty are continuing to evaluate that educational process. There is now evidence that the problem-based learning approach appears to be meeting the curriculum expectations for the pharmacy graduate.

On 20 June 2004, the Bachelor of Science in Pharmacy [B.Sc. (Pharm)] program of Dalhousie University was granted Full Accreditation status for a six-year period, 2004-2010. The University was asked to submit an interim report by 1 April 2007 detailing the progress made in dealing with the deficiencies identified in the On-Site Evaluation Report.

Memorial University of Newfoundland

The third on-site visit to the School of Pharmacy was conducted October 20 - 22, 2003. The members of the site visit team were:

Dr. David Collins
University of Manitoba

Dr. David Hill
University of Colorado

Dr. Sylvie Marleau (unable to attend due to illness)
Université de Montréal

Dr. Jim Blackburn
CCAPP Executive Director

Mr. Don Rowe
Newfoundland Pharmaceutical Association, Observer

The CCAPP Board was very impressed by the accomplishments since the last accreditation site visit including the direction of curriculum development, the leadership of the School, the enthusiasm of the clinical faculty and the new science faculty as well as the promise of 4 – 5 new faculty members that was made by the President of Memorial University. The new curriculum is being phased in and it will take four years before there are graduates from this program. The Board expressed concern over the ability of the school to attract sufficient numbers of qualified preceptors to provide the increased practical experiences. It was noted that the School needs to address the development and use of assessment strategies to determine if the program and its graduates are meeting defined educational objectives. It was also noted that the physical facilities are very restrictive.

On 20 June 2004, the Bachelor of Science in Pharmacy [B.Sc. (Pharm)] program of the Memorial University of Newfoundland was granted Full Accreditation status for a six-year period, 2004-2010. The University was asked to submit an interim report by 1 April 2007 detailing the progress made in dealing with the deficiencies identified in the On-Site Evaluation Report.

The University of Toronto

The Faculty of Pharmacy was required to submit Interim Reports on both its Baccalaureate and Pharm.D. programs by 1 April 2004.

The required reports were received and, on June 20, 2004, the CCAPP Board accepted the University of Toronto Interim Report and the Faculty was requested to continue to update CCAPP on new developments.

REPORT OF THE PRESIDENT

Annual General Meeting
20 June 2004

"The art of medicine consists of amusing the patient while nature cures the disease."

- *Voltaire*

In any successful organization, "nature's" forces are important beneficial factors, and CCAPP is no exception. I wish to begin by acknowledging the wonderful curative influence brought by Dr. Jim Blackburn who was appointed Executive Director in July 2003. He has been a godsend bringing experience and understanding in all aspects of academic pharmacy and the profession to this organization. Consequently, the transition has been smooth and natural. It permitted us to maintain our office location as before, and we continue to enjoy the beneficial generosity of the College of Pharmacy and Nutrition at the University of Saskatchewan. In particular, I want to thank Dean Dennis Gorecki and Jackie Huck for their support and dedication to CCAPP. I also want to single out Mike Rouse from the ACPE who has been like natural kin. Thank you for identifying with us, participating in reciprocal visits, and offering much assistance.

It is evident that CCAPP enjoys a successful symbiotic relationship with Canada's academic pharmacy institutions. The vision to move the profession ahead through exemplary educational programs is shared. As we have entered the third cycle of accreditation visits, programs are stepping up the quality of their documentation and increasingly engaging site visitors in fruitful collegial discussions about the future.

The Canadian dream for Pharmacy is animating. In Canada's future, there is a call for an expanded role for pharmacists, notably to function as an integrated professional within primary healthcare. Such a pharmacist will define the most effective and appropriate drugs for various conditions through consultation with physicians and patients, monitor and be held accountable for medication use, provide better information and communication on prescription drugs, and even prescribe drugs under limited conditions. The vision for Pharmacy's future, as expressed through the Romanow Commission, agrees with other reports including those of Kirby and Fyke. Canada's pharmacy educators want to move ahead to reflect the anticipated future. In response, it is agreed that Pharmacy graduates must emerge better equipped to lead in optimizing the Canadian public's use of medications. In their educational experience, they must have gained the confidence to function as a drug expert within the framework of an interdisciplinary healthcare team.

Two ventures that reflect the above future are the rapid development of the Entry-Level Doctor of Pharmacy program in some jurisdictions, and a expansion and standardization of the Pharmacy Technician's role. The latter appears important in liberating the Pharmacist to assume an expanded role in primary healthcare. CCAPP is facing these developments head on and is working to define new/modified educational outcomes, develop standards and/or create a suitable accreditation process.

CCAPP continues in good health and moving ahead. The accreditation process is entrenched and we benefit from willing and highly qualified site visitors who give of their time and expertise. Three successful on-site evaluations were conducted this year. We are delighted to welcome the Ontario College of Pharmacists and the Ordre des pharmaciens du Québec who joined CCAPP as Corresponding Members. Despite a financial forecast of a small deficit this year, a reasonable surplus was encountered which stabilizes our current financial position. We have also taken a step toward making documents and information more accessible and will anticipate a CCAPP web site to be launched this summer (www.ccapp-accredit.ca).

Future challenges and opportunities continue. Clearly, the financial health of this organization requires attention; it would improve considerably through special funding from public and/or private sources. The motto that "Accreditation is Us", means that there will be opportunities in the international arena and in areas like continuing education. I am grateful that the Executive Director is moving this organization to examine the possibilities.

In closing, CCAPP enjoyed a good year in 2003-2004. I want to acknowledge the privilege and pleasure of serving as your President during this period. I have found it encouraging and rewarding. I want to express my gratitude to the Board for their dedication to the tasks and vision, and for generously serving on accreditation teams. Lastly, I want to extend my best wishes to the in-coming president. May you lead us forward to higher ground.

Respectfully submitted,

Jake J. Thiessen, Ph.D.
President

REPORT OF THE EXECUTIVE DIRECTOR

Board of Directors Meeting 20 June 2004

It is my pleasure to present the Executive Director's Report for the 2003-2004 year. I have appreciated the opportunity to work with CCAPP during what has been a very interesting and stimulating experience. The following is a brief update on the activities of CCAPP since our 2003 annual meeting in Saskatoon:

Accreditation Activities

This year marks the beginning of the third cycle of accreditation visits. The site visitors continue to find the documentation provided in the self evaluation reports to be comprehensive and of high quality. The site visitors also appreciate the open and candid manner in which interviews and discussion are conducted with faculty, students, university administrators and others who participate in the site visit process.

CCAPP conducted three On Site Evaluation visits to Dalhousie University (September 28-October 1), Memorial University (October 19-22) and the University of Alberta (November 2-5). Aside from the arrival of Hurricane Juan on the eve of the Dalhousie site visit, the visits went very well and I wish to express the sincere thanks to the on-site evaluation teams for the time and efforts taken from their busy schedules to participate in the CCAPP accreditation process. I also wish to express our appreciation to the respective Directors, Dean and faculty members for the scheduling arrangements for the site visits. The hospitality and organization were most conducive to the visitors. A special note of thanks must go to Rita Caldwell and the Dalhousie faculty for the special arrangements made to accommodate the site visit team at a time when Dalhousie University had to be closed due to Hurricane Juan.

The University of Saskatchewan is scheduled for a site visit on September 26-29, 2004.

CCAPP Standards and Guidelines

The Standards and Guidelines Committee has been conducting a review of the current standards and guidelines for both the baccalaureate and post-baccalaureate Doctor of Pharmacy programs. This is being done at the same time as the Committee is carrying out the mandate that was assigned at the 2003 Annual Meeting to develop Standards and Guidelines for the Entry-Level Doctor of Pharmacy

program. A special Standards and Guidelines Workshop is being held immediately prior to our Annual General Meeting on June 19. We are looking forward to receiving an interim report from the Committee updating us on the workshop activities.

Corresponding Members

CCAPP extends our welcome to the Ontario College of Pharmacists and the Ordre des pharmaciens du Québec as CCAPP Corresponding Members for the 2003 – 2004 year. We greatly appreciate their interest in CCAPP and we now have all provincial regulatory agencies with an affiliation with our organization.

Advisory Committee on Health Delivery and Human Resources

The Deputy Ministers of Health issued a statement in the fall of 2003 indicating that health professional associations initially postpone any proposed changes to entry-to-practice education credentials until ACHDHR committee report is received. Subsequently health professionals were requested to respond to a survey and CCAPP complied with this request. To date, we have received no further communication with this group although they indicated that we would be invited to participate in further consultations on this issue.

Recommendations of Special Committee on Structure and Administration 2003

The 2003 Annual Board of Directors Meeting approved several recommendations from the special committee regarding future direction of CCAPP. I wish to briefly indicate the actions taken in the past year to address these recommendations:

Executive Committee – The Executive Committee has been established and Terms of Reference are proposed for the approval of the CCAPP Board at this meeting.

Office Location – The Executive Director and the Dean of the College of Pharmacy and Nutrition at the University of Saskatchewan reviewed the current arrangements for office and clerical support for CCAPP. The Office Lease Agreement was signed by the respective parties with a lease charge of \$1,483.59 for 2003-2004 and a billing of \$ 7,200 per annum for secretarial services. I believe these are very beneficial arrangements for our organization. Many thanks to Dean Dennis Gorecki and secretary Jackie Huck for their support and dedication to CCAPP during the past year.

Information Technology – The CCAPP office is in the process of converting all CCAPP documents into

an electronic format and these are being converted from WordPerfect to Word documents due to the decreasing use of WordPerfect in the academic environment. During the last month, CCAPP has accepted the proposal of Zu.Com Ltd. in Saskatoon to develop a CCAPP web site (www.ccapp-accredit.ca). More details will be available at the Board meeting regarding the progress of this proposal.

Finances – The increase in accreditation and membership fees were instituted for the 2004 year. Although we budgeted for a \$ 4,200 deficit, CCAPP ended the 2003 - 2004 financial year with a small surplus.

Direct-Entry Pharm.D. – The Standards and Guidelines Committee will be reporting on the progress that has been achieved at the June 19 Workshop.

Pharmacy Technician Accreditation – The Executive Director has been very interested in the process that has been undertaken by ACPE during the past year and Mike Rouse has been very helpful in sharing their information with CCAPP. Following publication of the OCP Technician competency profile, President Thiessen and I met with representatives of the Ontario College of Pharmacists to discuss approaches that may involve CCAPP in the proposal for accreditation of pharmacy technician programs in Canada. Both Mike Rouse from ACPE and the CCAPP Executive Director will be making presentations at the Canadian Pharmacy Technician Educators Meeting in Windsor on June 19. It was not deemed necessary to utilize special resources to develop the accreditation process during this year, but that may be desirable to consider in the 2004 – 2005 CCAPP year.

ACPE/CCAPP Relations - I had the opportunity to sit in as an observer for the January 2004 ACPE Board of Directors meetings and we are delighted to have Mike Rouse from ACPE present at our meetings this week. I can't say enough about the support I have received from Executive Director Pete Vlasses and Mike during the year and I look forward to continuing and enhancing the relationship between our two organizations in the future.

CCAPP Vision for the Future – The CCAPP Vision for the Future proposes a larger role for CCAPP in Canada and on the international scene. We are working on establishing relationships with the Canadian Council for Continuing Education in Pharmacy and I am serving as Co-Chair of the International Conference for Life Long Learning in Pharmacy which is being held in Saskatoon, June 26 – 29, 2005. I am also scheduled to attend the International Forum for Quality Assurance in Education which is being held as part of the FIP Meeting in New Orleans, Louisiana, September 4, 2004. I will continue to pursue the objectives of the vision statement during the 2004 – 2005 year.

In summary, I wish to express my sincere appreciation to President Jake, the Executive and Board members for your patience and support of the Executive Director during this initial year of the appointment. It has been a definite pleasure to work with such a competent and supportive group of leaders in pharmacy education.

There is much to be accomplished and I look forward to working with the 2004 – 2005 Executive and Board.

Respectfully submitted,

Jim L. Blackburn, Pharm.D.
Executive Director

THE CANADIAN COUNCIL FOR
ACCREDITATION OF PHARMACY PROGRAMS

STATEMENT OF FINANCIAL POSITION

MARCH 31, 2004

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, 2004 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, 2004, 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 21, 2004

CHARTERED ACCOUNTANTS

	<u>2004</u>	<u>2003</u>
Assets		
Current assets		
Cash	\$ 86,024	\$ 22,856
Term deposits	45,000	125,000
Accounts receivable	<u>195</u>	<u>2,859</u>
	131,219	150,715
Term deposits	<u>90,000</u>	<u>45,000</u>
	<u>\$ 221,219</u>	<u>\$ 195,715</u>
Liabilities		
Current liabilities		
Accounts payable and accrued expenses	\$ 6,242	\$ 7,109
Deferred revenue	<u>97,500</u>	<u>86,000</u>
	<u>103,742</u>	<u>93,109</u>
Unrestricted net assets	<u>117,477</u>	<u>102,606</u>
	<u>\$ 221,219</u>	<u>\$ 195,715</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, 2004

	<u>2004</u>	<u>2003</u>
Revenue		
Accreditation fees	\$ 45,000	\$ 45,000
Membership fees	36,000	33,000
Grants	15,000	15,000
Interest	<u>4,918</u>	<u>4,613</u>
	<u>100,918</u>	<u>100,613</u>
Expenses		
Administration fees	40,001	44,673
Audit	1,641	1,531
Bank charges and interest	-	21
Meetings and travel	9,381	25,188
Office	10,313	15,466
Rent (Note 4)	1,524	1,400
Service recognition	759	-
Site visits	<u>22,428</u>	<u>12,794</u>
	<u>86,047</u>	<u>101,073</u>
Excess (deficiency) of revenue over expenses	14,871	(460)
Unrestricted net assets, beginning of year	<u>102,606</u>	<u>103,066</u>
Unrestricted net assets, end of year	<u>\$117,477</u>	<u>\$ 102,606</u>

See accompanying accounting policies and notes

THE CANADIAN COUNCIL FOR
ACCREDITATION OF PHARMACY PROGRAMS

NOTES TO FINANCIAL STATEMENTS

MARCH 31, 2004

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 (2003-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 2.08% to 5.88% (2003 - 2.10% to 5.69%). The average interest rate at the end of the year was 3.07% (2003 - 3.10%) with investments maturing within 12 months.

For long-term investments, the effective interest rate realized during the year was 3.1% (2003 - 4.3%). The average interest rate was 3.1% (2003 - 4.3%).

Fair values

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

4. LEASE COMMITMENTS

The council leases premises under a two-year lease expiring June, 2004. The fixed minimum annual rental payment is \$1,483.

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.