COLLEGE OF PHARMACISTS OF MANITOBA

Canadian Pharmacy Technician Labour Mobility Applicant Checklist

A Canadian labour mobility pharmacy technician applicant is a pharmacy technician who has maintained an active pharmacy technician listing in another Canadian jurisdiction.

Step # 1: Application Form and Initial Requirements

Gather the following documents before signing up and creating a new profile in CPhM's Registrant Portal:

1. **Identification**
   Notarized copy of **two** pieces of government-issued identification; one of which must be Canadian and one of which must have a photo
   - The Notary Public within Canada must sign and include the following statement on the copy: **"The photo identification is a true likeness of (Applicant's FULL NAME printed)."**
   - If you had a legal **name change**, you must add your previous names on the form and attach a notarized copy of the document supporting this change (i.e. marriage certificate or name change certificate).

2. **Record and Registry Checks**
   Please visit the Record and Registry Checks page for more information on the following:
   a. Criminal Record Check with Vulnerable Sector Search
   b. Adult Abuse Registry Check
   c. Child Abuse Registry Check

3. **Letter of Standing**
   Please provide a letter from your current or most recent licensing authority
   - The letter must be dated within 24 months and sent directly to CPhM (via registration@cphm.ca) from your current or most recent licensing authority(s).

Processing time:	7 – 10 business days
Fee(s): *See the fee schedule for more details.*	• Application Fee ○ Collected upon submission of application

NOTE: You cannot proceed to the next step unless your form and supporting documents (step # 1) have been approved and the applicable fees are settled.

Step # 2: Successfully Complete the Jurisprudence Module and Examination

1. Take the Jurisprudence Modules and Examination
    - Complete the Jurisprudence Modules
    - Submit statement of completion of the modules
    - Book an appointment for your Jurisprudence Examination
    - Successfully complete the Exam

Processing time:	Result is released after 14 calendar days from submission of exam.
Fee(s): *See the Fee Schedule for more details.*	• Jurisprudence Exam (Pharmacy Technician) • Jurisprudence Modules (Payment made to University of Manitoba)

Step # 3: CPhM Final Review and Approval

Once you have successfully completed all prior steps, CPhM will do a final review of your application and you will receive an email once your pharmacy technician listing has been approved.

The Registrar and/or the Board of Examiners retain the authority to consider each individual application on its own merits and to exercise discretion in setting additional conditions of that applicant, based on the individual particulars of that application.

Processing time:	7 – 10 business days
Fee(s): *See the Fee Schedule for more details.*	• Initial Listing Fee

Questions?
If you have any questions or concerns, please contact registration@cphm.ca.