



Reinstatement as a Listed Pharmacy Technician

The requirements may differ depending on how long you were away from practice in Manitoba and on your current situation.

3 to 6 Years

Applicable to previously listed pharmacy technicians in Manitoba who have not been listed in Manitoba for 3 to 6 years.

Step # 1: Inform CPhM

Please contact registration@cphm.ca and provide the following information:

- a. Your Full Name
- b. Your former Pharmacy Technician Listing Number, if known
- c. The date you wish to return to practice

Step # 2: Application Form

CPhM will give you access to your [Registrant Portal](#) then you must fill out the Reinstatement Form and submit the supporting documents.

Step # 3: Complete the Requirements

1. Identification

You must submit a notarized copy of **two** pieces of government-issued identification; one of which must be Canadian and one of which must have a clear 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

Apply for **NEW** 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. 240 Hours of Structured Practical Training (SPT)

You must find an appropriate pharmacy and approved supervisor where you are able to complete your SPT. A minimum of 240 hours of SPT must be successfully completed under the direct supervision of a pharmacist. The evaluation forms from the Pharmacy Technician SPT Program are used for the assessment.

4. [Jurisprudence Modules and Examination](#)

You must:

- a. Complete the Jurisprudence Modules.

- b. Submit the statement of completion of the modules.
- c. Book an appointment for your Jurisprudence Examination.
- d. Successfully complete the Jurisprudence Exam.

5. Professional Development (PD)

You will need to complete three times the annual pharmacy technician PD requirement (45 CEU, minimum of 15 CEU of which must be accredited), including completion of any mandatory modules you did not complete while not listed in Manitoba. -Enter your learning activities and submit the statements of completion or participation for each of the accredited CEUs you are claiming.

6. Letter(s) of Standing, if applicable

If you are licensed or have been licensed in another jurisdiction while you have been away from practice in Manitoba, Letter(s) of Standing must be sent directly from your current or most recent licensing authority or authorities, dated within six months of your application, and sent directly to CPhM via registration@cphm.ca.

Step # 4: Pay the applicable fee(s), CPhM Final Review and Approval

Processing time:	7-10 business days
Fee(s): <i>See the Fee Schedule for more details.</i>	<ul style="list-style-type: none"> ○ Conversion Fee, if applicable ○ Jurisprudence Examination Fee for Pharmacy Technicians ○ Pharmacy Technician Listing Fee

Questions?

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