



## Reinstatement of Pharmacist Registration and Licensure

The requirements to reinstate your registration and licensure differ depending on how long you are away from practice in Manitoba and do not have an active licensure in another Canadian jurisdiction. You may also be initially placed on the Conditional Register of Pharmacists, depending on your current situation. Reinstatement requirements are subject to change.

### 3 to 6 Years

Applicable to previously registered and licensed pharmacists in Manitoba who have not been registered and licensed in Manitoba for 3 to 6 years.

#### Step # 1: Inform CPhM

Please contact [registration@cphm.ca](mailto:registration@cphm.ca) and provide the following information:

- a. Your Full Name
- b. Your former Pharmacist License 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. 600 Hours of Structured Practical Training (SPT)

You must find an appropriate pharmacy and approved preceptor where you are able to complete your SPT. A minimum of 600 hours of SPT must be successfully completed under the direct supervision of pharmacist. The evaluation forms from the Internship Manual 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 PD requirement (75 CEU, minimum of 45 CEU of which must be accredited), including completion of any mandatory modules you did not complete while not registered and licensed 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](mailto:registration@cphm.ca).

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

<b>Processing time:</b>	7-10 business days
<b>Fee(s):</b> <i>See the <a href="#">Fee Schedule</a> for more details.</i>	<ul style="list-style-type: none"><li><input type="radio"/> Reinstate Fee</li><li><input type="radio"/> Jurisprudence Examination Fee for Pharmacists</li><li><input type="radio"/> Conditional Registered Pharmacist Licence Fee <b>or</b> Full Registered Pharmacist Licence Fee</li></ul> <p><b><u>NOTE:</u></b> <i>A Conversion Fee applies for Conditional Registered Pharmacist moving to Full Registered status</i></p>

#### **Questions?**

If you have any questions or concerns, please contact [registration@cphm.ca](mailto:registration@cphm.ca).