COLLEGE OF PHARMACISTS OF MANITOBA

GP 15: Extended Practice Advisory Committee – Terms of Reference

Policy Type:	Policy No:	
Council Governance	GP 15	
Effective Date: June 24, 2024	**Last Approval/Revision Date:**	**Policy Review Frequency:** Every Five Years

Purpose
The Extended Practice Advisory Committee is a statutory committee established by Section 99 of The Pharmaceutical Regulation. The Committee is responsible for oversight of the guidelines and practices related to extended practice pharmacists.

Composition
The Extended Practice Advisory Committee shall be composed of members as follows:

- Three (3) full registered pharmacists, appointed by Council
- Two (2) representatives appointed by the College of Physicians and Surgeons of Manitoba
- Two (2) representatives appointed by the College of Registered Nurses of Manitoba
- Three (3) public representatives; and
- One (1) person appointed by the Deputy Minister of Health, who is a non-voting member.

At least one of the public representatives will be appointed from Council. The remaining two public representatives may be appointed from a roster of community representatives identified by CPhM.

Chair
The Chair of the Committee is a full registered pharmacist appointed by Council.

Term of Service
A term of service shall be two (2) years.

An individual appointed by CPhM may serve three (3) consecutive two-year terms of service in the same role on the Extended Practice Advisory Committee. The number of terms for all other members is at the discretion of the appointing body.

Quorum
Quorum for the Committee is:

- Five Committee members, and
- A representative from at least two of the appointing bodies and two of the members appointed by the Council.

Duties and Responsibilities
This work ensures the delivery of safe, quality, and ethical pharmacy care by Extended Practice Pharmacists, while continuing to address contemporary practice and patient care needs.

The Extended Practice Committee shall:

1. Review and make recommendations to Council on:

    a. Standards of practice
    b. Practice directions
    c. Code of Ethics for Extended Practice Pharmacists, and
    d. Any other matters relevant to Extended Practice Pharmacists about the provisions of the Pharmaceutical Regulation.
2. Review the outcomes of inspections and audits related to Extended Practice Pharmacists.
3. Consult with other health care professionals and individuals as needed to complete the work.

Authority and Reporting
The Extended Practice Advisory Committee reports to the full Council and has the authority to make recommendations to Council.

Meeting Schedule
The Extended Practice Advisory Committee will hold at least one (1) meeting per year, or at the request of the Chair.

Staff Support
The Extended Practice Advisory Committee will be supported by:

- Director, Registration & Qualifications