



**Ontario College
of Pharmacists**

Putting patients first since 1871

**MINUTES OF MEETING
OF BOARD OF DIRECTORS
JUNE 15, 2020**

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MONDAY, JUNE 15, 2020 – 9:00 A.M.

HELD VIA VIDEOCONFERENCE

Elected Members

District H Dr. Régis Vaillancourt, Ottawa
District H Ms. Nadia Facca, London
District K Mr. Mark Scanlon, Peterborough
District K Ms. Tracey Phillips, Westport
District L Mr. Billy Cheung, Markham
District L Mr. James Morrison, Burlington
District L Mr. Siva Sivapalan, Burlington
District M Mr. Mike Hannalah, Toronto
District M Mr. Kyro Maseh, Toronto
District M Ms. Laura Weyland, Toronto
District N Mr. Tom Kontio, London
District N Ms. Leigh Smith, Cambridge
District N Dr. Karen Riley, Sarnia
District P Ms. Rachelle Rocha, Sudbury
District T Ms. Connie Beck, Petrolia
District TH Mr. Goran Petrovic, Kitchener

Dr. Lisa Dolovich, Interim Dean, Leslie Dan Faculty of Pharmacy, University of Toronto
Dr. David Edwards, Hallman Director, School of Pharmacy, University of Waterloo

Members Appointed by the Lieutenant-Governor-in-Council

Ms. Kathleen Al-Zand, Ottawa
Mr. David Breukelman, Burlington
Ms. Christine Henderson, Toronto
Ms. Tammy Cotie, Brockville –
Mr. Azeem Khan, Pickering
Ms. Elnora Magboo, Brampton
Ms. Sylvia Moustacalis, Toronto
Mr. Dan Stapleton, Toronto
Mr. Gene Szabo, Kanata
Ms. Devinder Walia, Etobicoke

Staff present

Ms. Nancy Lum-Wilson, CEO/Registrar
Ms. Angela Bates, Director, Conduct
Ms. Connie Campbell, Director, Corporate Services
Ms. Susan James, Director, Quality
Ms. Sarah MacDougall, Board & Committee Liaison
Ms. Sandra Sostaric, Executive Assistant to the CEO/Registrar

Invited Guests

None.

President's Opening Remarks

President Weyland welcomed everyone to the meeting and noted that this was the College's third virtual Board meeting. Ms. Weyland thanked members for taking the time to attend the meeting given the pressure due to COVID-19.

Members were informed of the virtual meeting program features and informed that votes will be registered and recorded using the voting features within the program.

1. Noting Members Present

Member attendance was noted.

2. Declaration of Conflict

There were no conflicts declared.

3. Approval of Agenda

A motion to approve the Agenda was moved and seconded. **The motion CARRIED.**

4. Presidents Opening Remarks

4.1 Patient Story

Ms. Weyland read an excerpt from a letter posted widely on social media from a Grade 6 student in London, Ontario who joined other students in a letter campaign to recognize healthcare professionals who are on the frontlines of this pandemic.

Ms. Weyland acknowledged the efforts of pharmacists and pharmacy technicians, as well as other pharmacy staff throughout the province.

4.2 Briefing Note – Board Chair's Report for June 2020

The Board Chair report was circulated for information only. It was noted that for the March meeting an evaluation was not circulated due to the modified meeting format. An amended evaluation to gather feedback will be used going forward.

Ms. Weyland welcomed newly appointed Board member Devinder Walia as of June 1st. Ms. Walia most recently served on the Council of the College of Nurses of Ontario. She has been appointed to the ICRC and Discipline Committees, and her mentor will be Christine Henderson.

5. Approval of Minutes of Previous Meeting

5.1 Minutes of March 2020 Board Meeting

5.2 Minutes of April 2020 Board Meeting

It was moved and seconded that the Minutes of the March and April 2020 Board meetings be approved. The motion CARRIED.

6. Matters Arising from Previous Meetings

There were none.

7. For Decision

7.1 Briefing Note – Registrar – Scope of Practice – Minor Ailments

Ms. Lum-Wilson reminded everyone that in May of 2019 the College received a letter from the Minister of Health to expand the scope of practice for pharmacists. The initial regulation changes to expand scope to administer the flu vaccine to children as young as 2 years old, renew prescriptions in quantities of up to a 12-month supply and administer certain substances by injection and/or inhalation for purposes that are in addition to patient education and demonstration were submitted to the Minister of Health in November 2019. The regulation was posted to the Ontario Government Registry for a 45-day consultation on June 12, 2020.

The final request from the Minister's May letter was to propose new regulations to enable pharmacists to prescribe for minor ailments.

As the College has shifted to an outcomes-focused, systems-based approach to its mandate, it has embedded patient and public involvement in its work and broadened the consultation base, which has been critical to the development of regulations to expand scope of practice. In addition to the establishment of the Minor Ailments Advisory Group (MAAG), a multi-disciplinary group of system level experts and researchers, to guide the development of the regulations, the consultation undertaken by the College reached over 1,000 stakeholders and associations. Also of note, the College received feedback from more members of the of the public (35%) in the open consultation than it has historically attracted,

Ms. James discussed the highlights of the proposed regulation changes in the Briefing Note provided, and the key themes emerging from the consultation. There was overwhelming support from both the profession and the public.

The Board discussed the themes from the consultation and acknowledged the readiness of pharmacists to undertake prescriptive authority for minor ailments. There was also discussion on the type of additional education that may be required to ensure all pharmacists practice to the same standard. The Board was supportive of the proposed outcomes-based evaluation of the program and also commented on the need for a communication plan to inform the public and broaden uptake by pharmacists to ensure access to services.

Following discussion, **the motion was called to a vote.**

It is recommended that the Board approve the following:

- **That the Board approve the proposed amendments to Regulation 202/94 of the Pharmacy Act, 1991 Part VII.3 (Controlled Acts) as attached in Attachment 4 1 for submission to the Minister of Health.**

The motion was moved and seconded. Board members voted unanimously in favour of the motion. The motion CARRIED.

7.2 Briefing Note – Registrar – Approval of Mandatory Education Objectives for Prescribing Minor Ailments

In order for the College to proceed with the development of the educational requirement specifications for registrants while awaiting Royal assent from the government, approval from the Board is required for the mandatory education objectives.

Ms. James provided a summary of the briefing note and commented that through early consultations, it was identified that education would be important to support safe and consistent implementation of the regulatory changes. A registrant survey identified that 71% of 818 respondents felt they would benefit from education focused on regulatory requirements and expectations; and 88% felt they would benefit from treatment algorithms and guidelines to support implementation. In addition, 11% of comments through the open consultation mentioned education, with the majority expressing confidence in the competence and clinical knowledge of pharmacists to prescribe for minor ailments.

The Board reminded itself of its public protection mandate and discussed the need for education focused on jurisprudence and regulatory obligations, but also a mechanism to satisfy the College that all pharmacist registrants would have the clinical knowledge and skills to prescribe for minor ailments. The Board noted that pharmacists are the most highly trained profession in pharmacotherapeutics, and are required, like all other regulated professions, to ensure they have the knowledge, skills and competence to provide a service before doing so. In addition, the College has quality assurance mechanisms in place to assess registrants and remediate, should the need arise.

While the Board fully supported maintaining the current mechanisms, there was also significant discussion regarding the possible addition of the requirement for an attestation related to clinical competence. This item will be brought forward to an upcoming Board meeting for a decision.

Following discussion, **the motion was called to a vote.**

The motion: That the Board approve that all Part A pharmacists be required to complete mandatory education with the objective to have registrants understand the ethical, legal and professional obligations of prescribing while meeting the established standards of practice and, that the education be completed within one year of its availability and before engaging in any prescribing for minor ailments, subject to approval of the amendments to *General Regulation 202/94 of the Pharmacy Act, Part VII.3 (Controlled Acts) Section 35 (4) g.*

The motion was moved and seconded. Ms. Phillips voted against the motion. There were no abstentions. The motion CARRIED.

8. For Information

8.1 Briefing Note – Registrar’s Report to the Board

Ms. Weyland invited the Registrar, Ms. Lum-Wilson, to address the Board.

The report, included with the materials for the meeting, outlined key activities of the College since the last Board meeting.

Ms. Lum-Wilson noted that while this report is highly unusual in its operational nature, she felt it was important for the Board to understand the impact of the pandemic on College priorities and operations. Highlights included changes to performance metrics and targets in the Scorecard to reflect shifted priorities as well as new activity resulting from the pandemic response.

College response focused on supporting the profession to provide safe and ethical care, supporting safety and morale of the profession, maintaining College operations and supporting staff, and temporarily adjusting regulatory programs while maintaining key statutory obligations. Internally, a number of College emergency processes were activated, including the Pandemic Preparedness Leadership Team, immediate switch to working from home, mental health supports and bi-weekly town hall meetings.

A number of projects and initiatives were paused to allow working group members to focus on their own pandemic response as front-line providers. In addition, the College suspended site and registrant assessments, delayed examinations, and shifted to virtual hearings and committee meetings, while simultaneously accelerating Board/Committee reimbursement changes and computer-based jurisprudence testing. In addition, staff from areas where activity was suspended were redeployed to address conduct backlogs and areas that saw a significant increase in pandemic-related workload.

In response to a question about the need to furlough staff, Ms. Lum-Wilson responded that given the significant increase in pandemic-related activity, all staff have been working to full capacity, with some working beyond. Examples included a 68% increase in intakes and a 67% increase in practice inquiries in the month of March alone, compared to 2019. By May 25, the College had issued 23 guidance documents compared to total of four in all of 2019. There were also 650 notifications of pharmacy operational changes in 1Q2020, compared to an estimated 30 in the 1Q2019.

As activity in the field begins to stabilize, working group activities related to College initiatives will also resume.

Board members thanked the College on their support and hard work during this challenging time.

Following questions, **the briefing note was received for information.**

9. Other Matters

Ms. Weyland closed the meeting with a message regarding the need to address systemic racism in our society. She commented on increased societal awareness , which has prompted reflection as a pharmacy professional, and the desire for the profession to better reflect the patient population it serves. Ms. Weyland proposed that the College work with the Deans of Pharmacy to better understand the proportion of pharmacy students who are members of the black and indigenous communities and to explore how the College could work with the educational institutions on potential strategies to address representation in the profession to better serve the public.

10. Motion of Adjournment

There being no further business, at 1:20 p.m., a motion to adjourn the meeting was moved and seconded. The motion CARRIED.

Sarah MacDougall
Board & Committee Liaison

Laura Weyland
Board Chair