

Drug Preparation Premises (DPP) Change of Designated Member

The Change of Designated Member form should only be used by DPPs wishing to change the designated member on file with the College.

The designated member must be a registrant of the College and is the individual who will act as the representative for the DPP and serve as the primary contact person with the College. Please note, the designated member will receive all communication from the College including, but not limited to: site visit notifications, reminders, assessment reports and information relevant to the DPP.

Where two or more members engage in or supervise drug preparation activities at or in connection with a drug preparation premises, the members shall designate a member as the designated member for the drug preparation premises, and shall immediately notify the College of the designated member's identity. O. Reg. 154/13, s. 1.

DPP Information

A	DPP Name			OCP File No.
	Street Address	City	Province Ontario	Postal Code

Designated Member Information

B	NEW Designated Member		
	Registrant's Name	OCP Number	Effective Date of Change
	Contact Phone Number	Email Address	
	Previous Designated Member		
	Name	OCP Number	
Will the previous designated member continue to work at the location? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Declaration

As the new designated member for the DPP I agree to serve as the primary contact person with the College.

C	_____		
	Print Name	OCP Number	Signature

Submit completed form by email to pharmacyapplications@ocpinfo.com, or fax to 416-847-8399, or mail to the attention of Pharmacy Applications & Renewals at 483 Huron St, Toronto, ON M5R 2R4