



2011-2012 Annual Report

Canadian Council on Continuing Education in Pharmacy
Le Conseil canadien de l'éducation permanente en pharmacie

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Advancing pharmacy practice through quality continuing pharmacy education

Améliorer la pratique de la pharmacie par la formation continue de qualité

To Volunteers, Program Providers and Members

Although the Canadian Council on Continuing Education in Pharmacy (CCCEP) regularly monitors its progress in fulfilling its Strategic and Tactical Plans, the opportunity to step back and reflect on our cumulative accomplishments happens once each year. More than just numbers and “an account” of what was done, it is an opportunity to celebrate CCCEP’s success realized through the hard work of the Board, our volunteers and staff.

The principle effort during the year was the planning and preparation for the implementation of the new *Standards for CCCEP Accreditation* that were approved in 2011. This included the development of guidelines, changes to the program database and training workshops for providers. We also made major strides toward completing the guidelines for sponsorship, which are the final segment of the new standards, and the development of a program provider policy that was needed in order to finalize the sponsorship guidelines.

As we approached the renewal of our strategic plan, we recognized that the concept of quality that underlay the new standards warranted incorporation not only in the work that we do in program accreditation, but also how we do it. As an accreditation organization, we identified that it is our responsibility to not only establish and maintain the standards for quality continuing education programs but, just as importantly, to continuously improve the quality of our accreditation and administrative services.

The underlying theme that unites the 2012-2015 strategic plan is the focus on “quality” – quality education, quality services and quality operations. Delivering quality is not achieved without the effort of numerous contributors. I encourage all stakeholders to view the plan in its entirety (visit www.cccep.ca). Overall the plan emphasizes CCCEP’s central role in the accreditation of relevant, quality and evidenced-based continuing education opportunities. The Board prepared a plan that it believes will contribute to CCCEP’s success, and, as such, to the knowledge and professional competence of our country’s pharmacy professionals.

The profession of pharmacy is changing with expanding scopes of practice for pharmacy professionals and the evolving role of pharmacy in the delivery of patient-centred health care. To fulfill our mission – ***Advancing pharmacy practice through quality continuing pharmacy education*** – CCCEP must meet the challenge of understanding and responding to the current and future learning needs of pharmacy professionals whether they work in an independent health care team or as members of an interdisciplinary team.

As my tenure as President draws to a close and I prepare to pass the gavel to my successor, I would like to take a moment to express my heartfelt thanks to many people for an extraordinary two years. First and foremost, I would like to thank the work of my fellow Board members. It was a pleasure to serve and work in concert with you to achieve our goals. I also extend my thanks and appreciation to our learning review panelists. They are an integral part of the work that we accomplish and they devote their time and expertise to support our mission. And finally, to our dedicated office staff of Art Whetstone and Shirley Hoggard: behind every good Board is a great administrative team. My thanks to both of you. My time as President was a wonderful experience and it was made all the more rewarding by the people who were involved.



Bev Zwicker
President





The Year At A Glance...

Strategic Plan 2008-2011 Update

Standards for CCCEP Accreditation

The new *Standards for CCCEP Accreditation* were completed. The creation of the new standards included extensive stakeholder consultations during the development phase and again prior to implementation of the standards. The new standards are based on eleven principles: quality learning experience, outcomes-focused learning, evidence-based, fair and objective, relevant to practice, transfer to practice, learner feedback, learner success, ongoing improvement, sponsorship and educational grants, bias and influence free, transparent, and informed learner choice. A set of new guidelines were developed to provide guidance for program providers on the application of the new standards to program submissions. Training sessions were held across Canada on the new standards and guidelines prior to taking effect on July 1, 2012.

Program Provider Policy and Sponsorship Guidelines

The new guidelines on sponsorship were put on hold in order to review the results of the initial stakeholder consultations. It was determined that CCCEP needed to develop clearer guidelines on the roles and responsibilities of program providers. The result was the development of a program provider policy that was approved-in-principle by the Board of Directors following a consultation with providers on the draft policy. The program provider policy and new sponsorship guidelines will be completed in 2012-2013.

Stage 2 Review of Immunization and Injection Programs

CCCEP introduced a new accreditation process for immunization and injection certificate programs. The Stage 2 accreditation review is undertaken following the initial review for CCCEP accreditation. The Stage 2 phase reviews the extent to which the program meets the 15 competencies established by the provincial regulatory authorities for immunization and injections. Programs reviewed as Stage 2 are recognized by the regulatory authority as meeting the requisite requirements for immunization and injections training. Pharmacists who attend a program accredited at the Stage 2 Certificate Level are eligible to be authorized to provide immunizations and injections within the regulations established by the provincial regulatory authority. The Stage 2 accreditation is currently recognized by the Ontario College of Pharmacists.

Program Submissions for 2011-2012

Program Submissions by Type of Application		
Type of Application	Number	Percent
New Program	148	84%
Extension	5	3%
Update	7	4%
Administrative Review	6	3%
Program Type Review	10	6%
Total	176	100%

Program Submissions by Type of Program		
Type of Program	Number	Percent
Independent Study	93	52.8%
Live	69	39.2%
Blended	5	2.8%
Conference	9	5.1%
Total	176	100.0%

Note: the total number of programs submissions rose from 168 in 2010-2011 to 176 for 2011-2012 - representing a 5% increase from the previous year.

The volunteer pharmacy professionals who serve on the Learning Review Panels are the heart of the CCCEP's work, making high quality peer review of programs possible.

We thank the Learning Reviewers for volunteering their time and knowledge to promote quality, relevant, unbiased learning experiences for Canadian pharmacy professionals.

Highlights from the Board Table...

Board of Directors

Executive Committee

President	Bev Zwicker
Vice-President	Sandra Winkelbauer
Past President	Anick Minville

Member Organization and Representative

Alberta College of Pharmacists	Roberta Stasyk Debbie Lee (as of June 2012)
College of Pharmacists of British Columbia	Ashifa Keshavji
Manitoba Pharmaceutical Association	Kim McIntosh
New Brunswick Pharmaceutical Society	Gary Meek
Newfoundland and Labrador Pharmacy Board	Barbara Thomas
Nova Scotia College of Pharmacists	Bev Zwicker
Ontario College of Pharmacists	Sandra Winkelbauer
Ordre des pharmaciens du Québec	Anick Minville
Prince Edward Island Pharmacy Board	Michelle Wyand
Saskatchewan College of Pharmacists	Lisa Bagonluri
Association of Faculties of Pharmacy of Canada	Maria Bystrin
Canadian Association of Pharmacy Technicians	Sheena Deane
Canadian Pharmacists Association	Phil Emberley
Canadian Society of Hospital Pharmacists	René Breault

CCCEP Strategic Plan 2012-2015

The Board of Directors completed the development of the **2012-2015 Strategic Plan: Building Excellence**. The plan is driven by three goals:

Program Excellence - to promote excellence in continuing professional development.

Practice Excellence - to support innovation and excellence in pharmacy practice.

Organizational Excellence - to ensure CCCEP operates consistent with its mission and meets expectations of stakeholders.

The goals will be achieved through the accomplishment of eight objectives.

Goal A: Program Excellence

Objective 1: Excellence in program accreditation	To ensure program excellence through rigorous, consistent and transparent application of CCCEP's Standards of Accreditation.
Objective 2: Implement New Standards	To ensure the full implementation and utilization of the new Standards for CCCEP Accreditation.

Goal B: Practice Excellence

Objective 3: Access to CPD Opportunities	To enhance the ability of pharmacy professionals to meet and support their CPD needs.
Objective 4: Encourage Programs that Meet Learning Needs	To identify and share the current and future learning needs of pharmacy professionals in order to influence the development of continuing education to meet these needs.
Objective 5: Support inter-professional practice	To enhance the ability of pharmacy professionals to interact and collaboratively practice with other health care professionals through access to accredited inter-professional continuing education.
Objective 6: Facilitate Practice Enhancement	To support CPD that enhances the expanding scope of pharmacy practice.

Goal C: Organizational Excellence

Objective 7: Professional Image	To foster confidence in CCCEP through a consistent professional image of the organization to the profession, the public, and stakeholders.
Objective 8: Effective and Efficient Operations	To ensure effectiveness and efficiency in CCCEP's operations.

Financial Statements

Canadian Council on Continuing Education in Pharmacy

Summarized Statement of Financial Position As at June 30, 2012

	<u>2012</u>	<u>2011</u>
ASSETS		
CURRENT		
Cash	\$ 20,473	\$ 38,112
Accounts receivable	43,846	34,176
Prepaid expenses	<u>1,877</u>	<u>1,877</u>
	66,196	74,165
INVESTMENTS	<u>328,355</u>	<u>304,715</u>
	<u>\$ 394,551</u>	<u>\$ 378,880</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued liabilities	<u>19,180</u>	<u>20,288</u>
	19,180	20,288
NET ASSETS		
General fund	324,409	306,453
Restricted fund	<u>50,962</u>	<u>52,139</u>
	<u>375,371</u>	<u>358,592</u>
	<u>\$ 394,551</u>	<u>\$ 378,880</u>

Summarized Statement of Operations and Net Assets For the Year Ended June 30, 2012

	<u>2012</u>	<u>2011</u>
REVENUES		
Accreditation	\$ 282,384	\$ 263,986
Grants	-	47,980
Other	<u>15,240</u>	<u>18,063</u>
	<u>297,624</u>	<u>330,029</u>
EXPENSES		
Accreditation	53,794	51,600
Salaries	105,416	124,113
Meetings	48,667	60,622
Other	<u>72,968</u>	<u>110,928</u>
	<u>280,845</u>	<u>347,263</u>
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	16,779	(17,234)
NET ASSETS - beginning of year	<u>358,592</u>	<u>375,826</u>
NET ASSETS - end of year	<u>\$ 375,371</u>	<u>\$ 358,592</u>

Note 1: The summary financial statements have been derived from the audited financial statements and were prepared in accordance with Canadian generally accepted accounting principles. Full note disclosure is found in the audited financial statements.

Mintz & Wallace Chartered Accountants LLP