



POLICY CATEGORY	PROGRAM
POLICY FOCUS	TECHNICIAN CE INCENTIVE

Policy PR 6.1: Technician CE Fee Incentive Policy

Dates Effective: December 1, 2015 (Renewed May 31, 2019) to December 31, 2021

1. The purpose of this policy is to encourage the accreditation of continuing education learning activities for pharmacy technicians.
2. This incentive policy applies to learning activities submitted for accreditation for pharmacy technicians.
3. The discount on the accreditation fees is:
 - 3.1. 50% for the regular submission fee for new activities, extensions, activity type reviews, administrative reviews and renewals;
 - 3.2. 30% for the fast track portion of the fee; and
 - 3.3. 20% for conferences.

Examples of Fee Discount Calculations:

Example 1: Accreditation Fee for a regular submission (level 1) Live learning activity

Discounted Fee for Live Activity Fee (Level 1) = \$780.00 x 50% = \$390.00 + applicable sales tax

Example 2: Accreditation Fee for a fast track submission (level 1) Live learning activity

Live Activity Fee (Level 1)	= \$780.00 x 50% = \$390.00 + applicable sales tax
Fast Track Surcharge	= \$1550.00 – (1550.00 x 30%) = \$1085.00 + applicable sales tax
Total Discounted Fee	= (\$390.00 + \$1085.00) = \$1475.00 + applicable sales tax

Sunset Clause

This policy will be rescinded effective January 1, 2022, at which time any continued fee incentives will be contained in Policy PR-06: Accreditation Fees.

First approved:	November 26, 2015	Monitoring frequency:	Annual
Revised:	May 31, 2021	Responsibility of:	Audit and Finance Committee
Reaffirmed:			Page 1



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Appendix A: Applying the Technician CE Fee Discount

1. Paying by PayPal (credit card)

If you are planning to submit an application for a technician learning activity and pay by PayPal, select invoice and we will send you an invoice that you can pay through PayPal.

Do NOT select PayPal on the application. If you do, you will be requested to pay the full undiscounted fee.

2. Paying by Invoice or Cheque

If you are paying by invoice or cheque, do not issue the payment until we send you the invoice, which will include the discount and the discounted fee.

The amount shown on the application will be the undiscounted amount.

3. What will be the Discounted Fee?

Please contact us by phone (709-221-4082) or e-mail (georgettec@cccep.ca) if you wish to find out the discount and the discounted fee for a specific learning activity.

You may also refer to above examples of a discounted fee calculation.

If you have any questions about the application of the **Technician CE Fee Incentive Policy**, please contact us.

Phone: 709-221-4082

E-mail: georgettec@cccep.ca or colleenj@cccep.ca

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