



Canadian Society of Hospital Pharmacists
Soci t  canadienne des pharmaciens d'hopitaux

CSHP Nova Scotia Branch
General Meeting

April 2, 2014 1800-1930 h
IWK Auditorium, Halifax, NS

Present: (as per signature list)

Lisa Nodwell	Theresa Hurley	Melanie MacInnis
Stephanie Lucas	Bernadette Chevalier	Peggy Domenie
Debbie MacIntyre	Nadine Grimm	Carol Anne Osborne
Lisa Goodwin	Pam McLean-Veysey	Jennifer Isenor
Michelle ten Brinke	Heather Neville	Allison Callaghan
Karen Fong		Donna Wheeler-Usher

The General Meeting was preceded by a continuing education program "*To D or Not to D, that is the Question*" by Shaun Stanwood and "*Perioperative Pain Management Using a Multi-Modal Approach*" by Melanie MacInnis. The CE program was accredited for 1.5 CEUs (CED #: CED-2014-353).

The meeting was called to order by Pam McLean-Veysey (President) who welcomed the membership to the meeting.

1. **Approval of the Agenda**

There were no conflicts of interest to declare.

It was moved and seconded (Nodwell/Neville) to approve the agenda.

Motion carried.

2. **Approval of the Minutes**

It was moved and seconded (Isenor/A. Callaghan) to approve the minutes from November 13, 2013.

Motion carried.

3. **Correspondence**

A letter was received from the CSHP Research and Education Foundation thanking CSHP NS Branch member Heather Neville for her work with the Foundation.

4. **Old Business**

(a) CSHP Research and Education Foundation - \$25 for 25 (Heather Neville)

Heather Neville promoted the CSHP Research and Education Foundation Branch 2013 Competition. The Branch with the highest percentage increase in donations to the Foundation for 2013-2014 would win an educational grant. Heather also announced that there would be a Branch 50/50 fundraiser as well with 50% of the money raised going to the Foundation and 50% going to the winner.

(b) CSHP Liability Insurance (Theresa Hurley, Pam McLean-Veysey)

Theresa Hurley to confirm with Bev Zwicker from NSCP that CSHP liability insurance meets NSCP criteria and that we are okay to promote CSHP liability insurance to

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members (and possibility to non-members of CSHP). Theresa was also going to check to see if there is a prorated offer for members who get insurance later in the year.

5. **New Business**

(a) Introduction of new executive member – NSCP Zone 5 Representative
Pam McLean-Veysey introduced Melanie MacInnis as the new NSCP Zone 5 Representative.

(b) Call for Nominations (Nadine Grimm)
Nadine Grimm announced that there are two NS Branch Council positions up for nomination: President Elect and Delegate to National. The Terms of Reference for each position are available on the CSHP NS Branch website.

(c) Technician Regulation Endorsement (Pam McLean-Veysey and Nadine Grimm)
Before Christmas there was a meeting of hospital managers about expanding technician practice and would pharmacy technicians be required to be regulated in hospital practice. Due to the strict time limit for the meeting, CSHP Branch Council drafted a letter on behalf of membership in support of technician regulation. The letter was resent for a second meeting (attended by HANS, NS Pharmacy Directors, HANS, DOH). The letter will be presented at the AGM in May 2014. Theresa Hurley will bring the subject to SES for National consideration.

(d) Branch Operating Guidelines & Terms of Reference (Theresa Hurley/Nadine Grimm)
Due to the new non-profit organization act the Branch Operating Guidelines (BOGs) and bylaws need to be updated to coincide with the new CSHP National bylaws. Theresa has finished revising the BOGs and has sent them to the CSHP NS Branch Council for review. The BOGs will then be distributed to the general membership to be approved at the Annual General Meeting in May 2014.

Action: Stephanie Lucas to send Microsoft Word documents of Terms of Reference to CSHP NS Branch Council members to be updated.

(e) Strategic Planning (Lisa Nodwell)
Lisa Nodwell and Theresa Hurley to take this to SES as CSHP National level strategic planning is currently ongoing and CSHP NS Branch Council would like to align with National.

(f) Pharmacy Awareness Month
Planning activities for Pharmacy Awareness Month (PAM) could possibility be added to the Terms of Reference for a CSHP NS Branch Council member (such as the Advocacy representative). There are posters available from CSHP and the IWK had several activities this year to promote hospital pharmacy practice.

Action: Stephanie Lucas to email other sites to ask what PAM activities they have done.

(g) MLA reception April 23, 2014 (Pam McLean-Veysey)
CSHP NS Branch Council members were invited to this event and are looking for feedback for issues in hospital pharmacy to be brought forward to government.



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6. Reports

(a) Treasurer's Report: Heather MacKeen gave her report. Major income from corporate sponsorship was \$3000 from PPC; \$1500 from Pfizer; \$1200 from Abbott; \$1500 from Amgen. There is also a new corporate sponsor (\$1500 from Takeda). Lilly/ISMP will be the sponsors for the AGM Breakfast Symposium. Major expenses included the Residency Award for \$1000 which went to Sarai Hamodat; PPC award for \$1000 which went to Hila Lamey; Education expenses (\$1115.36 to date), and Delegate's share for National Meetings (\$2,938.67).

Action: Heather Neville/Jennifer Isenor to email Paul MacInnes the logos for the AGM and Branch website.

It was moved and seconded (Hurley/Neville) to approve the report. **Motion carried.**

(b) Delegate's Report: Theresa gave her report. See attached. It was moved and seconded (Osborne/Grimm) to approve the report. **Motion carried.**

Action: Theresa Hurley to email updated report to Stephanie Lucas.

(c) NSCP Representative's Report: Melanie MacInnis gave her report. See attached. It was moved and seconded to approve report (Osborne/Neville). **Motion carried.**

(d) PANS Representative's Report: Jennifer Turple not present. Nothing to report.

(e) CSHP 2015: Jaclyn Wakita not present. Nothing to report.

(f) Committee Reports:

Advocacy Report (Bernadette Chevalier) – Bernadette Chevailier announced that Nadine Grimm will be the new Advocacy Representative. Bernadette also commented on Pharmacy Awareness Month and the MLA reception.

Awards Committee report – Nadine Grimm reported that an email went out to membership about the wine and cheese after the AGM from 4 to 6 pm for the CSHP NS Branch Award presentations.

Education Committee report – The AGM/Education Day will be Saturday, May 3, 2014 at the IWK. Information will be sent to membership later this week. Jennifer Isenor also reported that telehealth for CEs may require funding in the future and that a task force may be necessary to investigate possible platforms for telehealth. This will be brought to the next Branch Council meeting.

Membership Committee report – Nothing to report.

It was moved and seconded to approve the committee reports (MacKeen/Neville).
Motion carried.

Meeting Adjournment Motion: MacInnis/MacIntyre

Recorded and respectfully submitted by Stephanie Lucas.

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Attached Reports:

Delegate's Report

NSCP Report

Attached Reports

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• **CSHP Compounding Guidelines** - Took five years to complete. A face-to-face meeting was held prior to PPC 2014. Two full meeting days allowed the completion of the 8 remaining sections and a first pass of the completed guidelines. The second pass is currently underway. Mar/Apr 2014 copy-editing will start and will last approximately 1 month. This is followed by 3-4 weeks to address any comments by the copy editor and make sure context has not changed. One last review occurs after that to check for format, consistency of terms, omissions and outstanding issues. Additional work needs to be completed on the collection of Appendices. Practice Standards Committee will review the guidelines and then they will be provided to Council for review in June/July 2014. Goal is to have them approved by Council SES 2014. Parenteral PSN is planning on doing an education session at SES 2014 on the guidelines.

• **On-line Education Program on Compounding** (sterile and non-sterile) - A \$30,000 grant was received from Pfizer to determine how well people are prepared to compound, what programs are available currently and if any additional programs are required. The results of this feasibility study will help decide whether this becomes part of the next strategic plan. OB is currently developing compounding guidelines. These guidelines are specific to ON; OCP will start regulating hospital and compounding pharmacies. OB delegate's opinion is that the ON guidelines could be expandable to a larger audience. The feasibility study will be assessing this.

• **CSHP 2015**- Update provided by Carolyn Bornstein. 20 virtual posters on web currently. 14 new sessions were recorded at PPC. These should be available by May. Eight (8) webinars provided/year; approximately 150 attendees per month. Last CSHP 2015 measure coming up in April 2014. Student competition under way between 2 video entries and 3 short stories. Poster award winner has been announced.

• **Drug Shortages** – A letter will be sent to Health Canada to register a formal complaint about the ongoing lack of transparency and lack of usability of www.drugshortages.ca

• **Financial Statements** – The draft budget was presented at MCM. There is a deficit predicted at the current time for 2014-15. The following cost cutting strategies were adopted:

- No cost of living increase for office staff
- Print edition of the journal will be cancelled effective Jan 2015



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- Consider charging a higher fee than normal for the print copy of the compounding guidelines
- 2.5% (cost of living) membership fee increase
- Request for affiliate membership in AFPC was declined (\$1200)

- **Chemotherapy Underdosing Situation** – Ontario bill 17 will make licensing of ON hospital pharmacies mandatory

- **Hospital Pharmacy Accreditation by CSHP** – Consultant Karen Graham reported her findings. 87 responses. Perceived value: approximately 35% rated great and 65% rated it of little value. 54% do not perceive this to be CSHP's role, but the role of regulatory authorities. Most respondents were CSHP members.

- **National Membership Survey** – deadline extended please fill out your survey. It will be used to help shape the next strategic plan.

- **SES Task Force** – Assessing the viability of continuing SES. Report filed by the Modified Task Force. As previously decided, SES will continue until 2015 (ON) secondary to signed contracts and hefty cancellation penalties.

- **Sponsorship Policy** – Modified to be less restrictive in terms of partnering with pharmaceutical industry but still allow CSHP to have control over guideline development, strategic planning, priority setting and content of education sessions organized by Educational Services Committee (ESC). Secondary to the approval of this guideline the policy on PSN solicitation of Funds was retired.

- **Passed Recommendations**
 - Distinguished Service Award criteria were revised
 - Canadian Hospital Pharmacy Residency Board change its name to Canadian Pharmacy Residency Board
 - Competency: Statement on Continuing Competency for Hospital Pharmacists paper was retired
 - PSN policy revisions were approved to address some issues (approval, dissolution, formation of joint PSN, retire policy on research by PSN)

- **National Elections** – President: Bruce Millen (BC), Past-President: Patricia McGregor, President-Elect: Glen Pearson

Based on MCM 2014 Meetings
Respectfully Submitted,

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NSCP Council Report

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1. Sterile Compounding
 - a. Response initially in response to the New England Compounding contamination
 - b. Expedited due to the Theissen report
 - c. NAPRA is developing Canadian Standards for Sterile Compounding
 - d. There was a meeting a few weeks ago in Ottawa
 - e. First draft document was produced, going to NAPRA board in April and then to stakeholders
 - f. 797 adherent, and will be difficult to implement
2. Central Fill and Sterile Compounding
 - a. Need an agreement between the originating pharmacy and the hospital pharmacy providing the sterile compounding service. A hospital pharmacy is not accredited; and therefore the central fill policy document does not apply. There is an acknowledged grey area. The originating (ie community) pharmacy bears the responsibility that all standards (ie 797) have been met.
3. Strategic Planning
 - a. Nest strategic Planning exercise scheduled for fall 2014; the last was in 2009 and a lot has been accomplished since then.
4. DIS
 - a. 2 pilot sites; both small community practices
 - b. Issues being raised from the pilots are being dealt with
 - c. Request from DoHW to implement a compel date.
 - i. Need to balance enforcement with implementation
 - ii. Target date is more reasonable
 - iii. Further discussion needs to occur
5. Standards of Practice for Testing
 - a. Draft document having first review at the standards of practice committee in the spring
6. General Standards of Practice Document
 - a. Adapted from NAPRA and aligned with the NS pharmacy act. Currently available on the website; "implementation" for June.
7. Dalhousie College of Pharmacy update
 - a. COP will investigate a PharmD bridging program
 - b. Susan Mansour will be taking over for Rita Caldwell in July.

Submitted by Zone 5 council rep and CSHP-NS Liaison
Melanie MacInnis
Apr 2, 2014