



The Manitoba Pharmaceutical Association

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Pharmacy Standards (Minimum Pharmacy Site Requirements):

(Effective July 1, 2004)

“The holder of a pharmacy licence shall comply with the requirements determined by Council respecting the pharmacy and dispensary size, compounding and dispensing equipment, the library and the cleanliness of the pharmacy”

(Section 15 of The *Pharmaceutical Regulations* to The *Pharmaceutical Act*).

1) The Premises must:

- a) be readily accessible to the public in person, by telephone, and by facsimile machine;
- b) be well ventilated and sufficiently lit and of cleanliness suitable to the Manitoba Pharmaceutical Association;
- c) have a patient counselling area suitable to the Manitoba Pharmaceutical Association, which shall:
 - (1) contain no items for sale other than articles needed for counselling sessions;
 - (2) display the “It’s Your Right to Know” sign provided by the Association in view of the public;
 - (3) provide a setting for confidential discussion between the patient and the pharmacist, and
 - (4) use sound dulling partitions;

[A hospital pharmacy or a pharmacy servicing Personal Care Homes providing in-patient services only, are exempt from all of 1)c)].

- d) have all Schedule 3 drugs stored in Compliance with the Prescribed Drugs Regulation to the *Pharmaceutical Act*, Section 3(4);
- e) have a sanitary sink that is:
 - i) kept in a clean condition,
 - ii) easily accessible to the prescription preparation area,
 - iii) supplied with hot and cold water, and
 - iv) not accessible to the public.
- f) provide security of information in compliance with federal and provincial privacy legislation and any additional security measures approved by Council. Patient information displayed on computer screens must not be visible to any person in the public area of a pharmacy unless the information is being used as part of a patient counselling session, the information relates to the patient being counselled and it can only be viewed by the patient being counselled or their delegate.

2) The Dispensary must:

- a) be well ventilated and sufficiently lit and of cleanliness suitable to the Manitoba Pharmaceutical Association;
- b) be at least 150 square feet in size in addition to space allocated for the patient counselling area;

- c) be accessible to authorized personnel only;
- d) contain no products inappropriate to the practice of pharmacy;
- e) have all Schedule 1 and 2 products stored out of reach of the public;
- f) have a facsimile machine only accessible to dispensary personnel (effective January 1, 2005);
- g) Internet access for the purposes of email, electronic fan out, and information research (effective January 1, 2005).
- g) have a prescription counter area that provides for 12 square feet of free working space dedicated to the preparation of medication and compounding medication, pursuant to a prescriptions;
- h) have secure drug storage satisfactory to Health Canada;
- i) have a refrigerator that is:
 - i. clean and in good working order;
 - ii. dedicated to the storage of pharmaceuticals and related products*
(*effective January 1, 2005);
 - iii. capable of maintaining the temperature defined by the manufacturer of product stored in the refrigerator;
- j) have a waste container of either plastic, metal or similar material.

3) The Minimum Compounding and Dispensing Equipment must include:

- a) prescription balance with a minimum sensitivity of 10 mg if it is a torsion model, or to 10 mg if an electronic model, suitable for the style of pharmacy practice at that site (eg specialty compounding);
- b) metric graduates of the following sizes; 10ml & 100 ml;
- c) glass mortar and pestle; 250ml;
- d) spatulas: 3 stainless steel: small, medium and large;
- e) ointment slab or pad;
- f) counting tray; and
- g) computer or typewriter printing system;.

4) The Minimum Library Requirements are:

- a) MPhA Manual* containing current Federal and Provincial pharmacy related statutes and information;
- b) Policy and Procedures Manual* that includes minimum content as required by Council;
- c) Interaction references for drugs, herbs, nutraceuticals and food*;
- d) Information references for drugs, herbs, and nutraceuticals*;
- e) Counselling references for drugs,* and
- f) all other reference material consistent with the standards of practice and pharmacy practice in that location and type of practice (eg geriatric, paediatric, pre-natal & maternal, medical dictionary etc), *

*May be in hardcopy or electronic format

Application May be made to Council for Exceptions or Waivers to the Requirements of this Document.