



# The Manitoba Pharmaceutical Association

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## **MPhA Practice Guideline Emergency Contraception (EC) Care** *(Post Coital Contraception)*

### **1) All pharmacists providing Emergency Contraceptive Care must be knowledgeable in the treatment and care associated with post coital contraception**

(MPhA SOP #7, MPhA COE #1 & #8)\*.

Pharmacists are expected to be knowledgeable about the care and products they provide. Pharmacists providing EC Care are expected to have taken EC Care training. Training is available through the Canadian Pharmacists Association (CPhA) EC Care program or other CCCEP accredited programs.

The pharmacist, pharmacy manager and the license holder share the responsibility for compliance with practice requirements. EC Care needs to be provided in compliance with the EC Practice Guidelines, Standards of Practice and the statutes. The MPhA staff will be available to assist with specific practice application and/or challenges. If a pharmacist is not knowledgeable and trained to provide EC Care, the pharmacist needs to advise the patient of that, and refer the patient to another source.

### **2) A pharmacist providing Emergency Contraceptive Care must counsel the patient in a private and confidential manner and ensure the patient has the necessary information** (MPhA SOP #2 & #3)\*.

The counselling information supplied for EC Care must include information on the appropriate use, side effects, efficacy, other contraceptive choices, sexually transmitted infections, and other information professional judgement dictates. Counselling aids can include manufacturer's inserts, customized patient information sheets and pre-formatted information sheets offered by CPhA. If medication is supplied without counselling and information, the reason must be documented. Patient privacy and confidentiality must be maintained when providing EC Care.

### **3) Pharmacists providing Emergency Contraceptive Care have a responsibility to document the care** (Documentation Guideline #1).

Documentation of EC Care may be required and can be in the form of a prescription.

Documentation of an individual receiving Emergency Contraception is only necessary when the individual wishes to have a third party pay for the medication, or when the individual wants the information recorded on their patient profile. Once health information is documented about an individual, it becomes personal health information and governed by privacy legislation, which requires the minimum amount of information be collected.

The prescription, or other record, must be numbered and filed in the regular prescription file, the pharmacy computer profile and on the Drug Programs Information Network (DPIN). Patients

may decline to provide identification, DPIN participation or identification in the pharmacy computer. If the information is declined or not available, the pharmacist may provide EC Care but must document as much information as possible. This includes sending an anonymous transaction to DPIN\* and also documenting the reasons for the lack of identification on the “prescription hard copy” in the regular prescription file.

\* Drug profiles for individual patients are valuable tools in pharmacy and medical practice. Similarly, the use of a central DPIN database allows province wide drug use review and enhances overall care. If patient specific information is not available or anonymity is requested by the patient, the MPhA is working with Manitoba Health to capture in DPIN an anonymous transaction to DPIN. Please watch for more information on a pseudo-PHIN, DPIN process.

Most pharmacies will use the CPhA system and documents. In this process, when a request for EC care is made:

- The CPhA form “Screening Form for Emergency Contraception Pills (ECPS)” is used for initial screening. This form can be used as the “prescription;” attached, numbered and filed on the
- regular prescription file to serve as the file hardcopy;
- The CPhA form “Pharmacist Counselling Notes for Emergency Contraception Pills” provides a framework for counselling;
- The information is entered in the pharmacy computer and transmitted to DPIN\*;
- The CPhA form “How to Use Emergency Contraceptive Pills” can be provided as one of the patient information sheets;
- The CPhA form “Emergency Contraception Questions and Answers” is available at [www.pharmacists.ca/ecp](http://www.pharmacists.ca/ecp) for general patient information on EC.

**4) Pharmacists, who object to providing Emergency Contraception Care as a matter of conscience, must participate in a system that respects a patient’s right to receive that care (MPhA SOP #1 & #5)\*.**

Ensuring the patient’s right to receive care could mean referral to a colleague, an emergency room, a clinic, or other health practitioner offering the care. If EC Care is not available in the pharmacy, a sign must be posted in the pharmacy advising patients that EC Care is not available and where the patient care can be obtained (e.g. a sign located in the pharmacy front window and/or at the dispensary).

An obligation to provide care is not the same as refusal to supply a product for an individual patient based on professional judgement. When providing care with Schedule 2 or 3 medications, the pharmacist is accountable for that care.

At times, a pharmacist may be requested to supply EC Care to a patient’s agent. The pharmacist is undertaking a professional decision, and must still keep records including the reasons for the decision to supply care in the absence of the patient.

**5) The pharmacy Policy and Procedures Manual must include the process in the pharmacy for providing Emergency Contraceptive Care when a trained pharmacist is available, and also outline alternate pre-established measures for care should a trained pharmacist not be available (MPhA SOP #6)\*.**

\* MPhA SOP = Manitoba Pharmaceutical Association Standard of Practice

\* MPhA COE = Manitoba Pharmaceutical Association Code of Ethics