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NAPRA BOARD OF DIRECTORS

April 2016
Ottawa, Ontario

From left to right

Front row:
Blake Reynolds, Debra Willcox, Linda Hensman, Tracy Wiersema, Carole Bouchard, Craig Connolly, Anjli Acharya, Bob Nakagawa, Commander Sylvain Grenier, Erin Clarke, Michelle Wyand

Back row:
Isabelle Tremblay, Sam Lanctin, Manon Lambert, Bev Zwicker, Mark Scanlon, Marshall Moleschi, Greg Eberhart, Ray Joubert, Barbara Harvey, Micheal Noseworthy, Glenda Marsh, Barry Lyons, Angela MacDougall, Margot Priddle

Absent:
Susan Lessard-Friesen, Samantha Van Genne

Photo: Miv Photography
NAPRA COMMITTEES 2015-2016

Executive Committee
Chair: Anjli Acharya

The Executive Committee supports the Board of Directors in various capacities including decisions regarding the drug placement on the National Drug Schedules, review of financial variance reports, advise on the preparation of operational plans and budgets, and to review policy or other issues when required and provide recommendations to the Board.

Council of Pharmacy Registrars of Canada (CPRC)
Chair: Bob Nakagawa

The Council of Pharmacy Registrars of Canada (CPRC) has separate defined roles within their capacity as a Board Committee and within their capacity as a group of Registrars. For example as a Board committee CPRC provides advice to the Board, identifies national issues, recommends policy and acts as a liaison between PRAs and NAPRA. As a group of Registrars, CPRC coordinates provincial/territorial operational collaboration, participates in stakeholder engagements (e.g. with government) and acts as a forum for discussion of inter-provincial/territorial issues.

National Committee on Pharmacy Technicians (NCPT)
Chair: Linda Hensman

The Committee was created to address, review and make recommendations to NAPRA regarding issues related to regulated pharmacy technicians.

National Drug Schedules Review Steering Committee
Chair: Tracy Wiersema

This ad hoc Committee was created to steer the National Drug Schedules Review Project.

National Drug Scheduling Advisory Committee (NDSAC)
Chair: Dr. Carlo Marra

The Committee was established to advise the provincial/territorial pharmacy regulatory authorities on matters relating to the placement of drugs within a three schedule/four category national model. NDSAC members are mandated to serve in the public interest, aiming to promote optimal pharmacotherapy while recognizing the role and responsibility of the patient in health care.

National Advisory Committee on Pharmacy Practice (NACPP)
Chair: Craig Connolly

The Committee was created to ensure that the National Model Licensing program and its components as well as the Mobility Agreement for Canadian Pharmacists (MACP) maintain their relevancy as pharmacy practice evolves, and to advise NAPRA on matters pertaining to pharmacy practice at the national level.

Audit Committee
Chair: Barry Lyons

The Committee was established to assist the Board in fulfilling its responsibilities for financial accountability to the Members.

Nominating Committee
Chair: Craig Connolly

The Committee was created to coordinate the process of the annual election of Directors for the Board of Directors.
NAPRA COMMITTEES 2015-2016 (continued)

External Appointments

The following individuals are appointed to sit as the association’s representative on professional committees, advisory committees, working groups or boards.

.pharmacy generic Top Level Domain (gTLD) Governance Committee (National Association of Boards of Pharmacy)
- Ronald Guse / Bob Nakagawa

Canadian Network of Agencies for Regulation (formerly the Canadian Network of National Association of Regulators)
- Carole Bouchard

Canadian Patient Safety Institute (NAPRA is a Voting Member)
- Carole Bouchard

Canadian Council for Accreditation of Pharmacy Programs
- Sam Lanctin

AFPC Canadian Experiential Education Project Steering Committee
- Margot Priddle

Thank you to all committee volunteers who served in 2015-2016

Anjli Acharya · Dr. Thomas Bailey · Guylaine Bertrand · Dr. Ratna Bose · Dr. Murray Brown · Heather Christ · Erin Clarke · Craig Connolly · Dale Cooney · Bob Craigue · Drena Dunford · Greg Eberhart · Jeanne Eriksen · Commander Sylvain Grenier · Ronald Guse · Barbara Harvey · Melanie Healey · Linda Hensman · Susan James · Dr. Melanie Johnson · Ray Joubert · Dr. Deborah Kelly · Manon Lambert · Sam Lanctin · Doreen Leong · Susan Lessard-Friesen · Barry Lyons · Angela MacDougall · Glenda Marsh · Dr. Carlo Marra · Kim McIntosh · Judith McPhee · Todd Mereniuk · Marshall Moleschi · George Murray · Bob Nakagawa · Margot Priddle · Dr. John Pugsley · Anne Resnick · Joan Sayer · Sue Sampson · Suzanne Solven · Kendra Townsend · Susan Wedlake · Tracy Wiersema · Debra Willcox · Michelle Wyand · Bev Zwicker
MESSAGE FROM THE PRESIDENT

When I first took a seat at the NAPRA Board of Directors table some five years ago, I would not have predicted that my involvement would lead me to the role of President for the organization. I was relatively new to pharmacy practice, served at the provincial level with the Nova Scotia College of Pharmacists but believed that NAPRA afforded me the opportunity to broaden my understanding of pharmacy regulation in Canada. It was easy to see – as early as that first meeting – that NAPRA was a unique and valuable organization. NAPRA is an important player in the way pharmacy regulation is synchronized across all provinces and territories under the collective mandate of its members for the protection of the public. With this understanding, I was eager to become more involved in the organization and, in turn, become an effective contributor.

But being a contributor and standing as President are two very different roles. Watching the activities of my predecessors, I knew that the role of President was going to be a challenge – but a worthwhile challenge in the long run. This past year certainly attested to the notion of “challenging” for a number of different reasons. We moved through a very significant series of projects to produce some top level national model standards (non-hazardous and hazardous sterile compounding), strengthened our newest program (Pharmacists’ Gateway Canada), examined some very topical issues affecting pharmacy practice and embarked on a strategic plan renewal. I cannot express how very honoured I was to have lead the Board of Directors and how very proud I am of their achievements.

The biggest challenge faced by our Board this year did not arise from our meeting deliberations but in the form of the resignation of Carole Bouchard after serving as NAPRA’s Executive Director for eight years. Carole was an effective administrator, knowledgeable, professional and all around nice person. While she will certainly be missed around the NAPRA table, as a Board we are grateful that she leaves behind a stronger organization because of her efforts. On behalf of all of the Board of Directors, we thank Carole for her dedication to NAPRA and wish her the very best in all of her future endeavours.

I suspect that NAPRA will continue to grow and change in the months and years to come – certainly with new leadership at the national office as well as the introduction of new faces around the Board table, change is inevitable. However, I see the forthcoming changes as nothing but positive. I believe that the NAPRA of one year, two years, perhaps even five years from now will continue to assert its own unique role in pharmacy regulation in Canada. Even if my time with NAPRA is drawing to a close, I will continue to watch from afar NAPRA’s progress and achievements for its membership, for pharmacy regulation and for the protection of the public with a certain eagerness and pride, knowing that I too was once part of this valuable organization.

Craig Connolly
AUDITOR’S REPORT AND AUDITED FINANCIAL STATEMENTS

Independent Auditor’s Report

To: The Members of the
National Association of Pharmacy Regulatory Authorities

We have audited the accompanying financial statements of National Association of Pharmacy Regulatory Authorities which comprise the statement of financial position as at December 31, 2015, and the statement of operations, changes in net assets and cash flows for the year then ended and a summary of significant accounting policies and other explanatory information.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers the internal control relevant to an entity’s preparations of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis of our audit opinion.

Other Matter

The financial statements of National Association of Pharmacy Regulatory Authorities for the year ended December 31, 2014 were audited by another auditor.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of National Association of Pharmacy Regulatory Authorities as at December 31, 2015, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-for-Profit Organizations.

Collins Barrow
Chartered Professional Accountants, Licensed Public Accountants
Ottawa, Ontario
# STATEMENT OF FINANCIAL POSITION

*As at December 31, 2015*

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>257,981</td>
<td>183,823</td>
</tr>
<tr>
<td>Investments</td>
<td>1,579,100</td>
<td>1,024,184</td>
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<tr>
<td>Accounts receivable</td>
<td>5,545</td>
<td>3,363</td>
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<tr>
<td>Prepaid expenses</td>
<td>22,665</td>
<td>9,372</td>
</tr>
<tr>
<td></td>
<td>1,865,291</td>
<td>1,220,742</td>
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<tr>
<td><strong>TANGIBLE CAPITAL ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>19,300</td>
<td>5,195</td>
</tr>
<tr>
<td></td>
<td>1,884,591</td>
<td>1,225,937</td>
</tr>
<tr>
<td><strong>LIABILITIES AND NET ASSETS</strong></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>CURRENT LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable and accrued liabilities</td>
<td>115,369</td>
<td>20,789</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>44,870</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>160,239</td>
<td>20,789</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invested in capital assets</td>
<td>19,300</td>
<td>5,195</td>
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<tr>
<td>Internally restricted operating reserve</td>
<td>650,000</td>
<td>600,00</td>
</tr>
<tr>
<td>Internally restricted Special Project reserve</td>
<td>167,953</td>
<td>69,973</td>
</tr>
<tr>
<td>Internally restricted Gateway Program Improvement reserve</td>
<td>152,000</td>
<td>-</td>
</tr>
<tr>
<td>Unrestricted assets</td>
<td>735,099</td>
<td>529,980</td>
</tr>
<tr>
<td></td>
<td>1,724,352</td>
<td>1,205,148</td>
</tr>
<tr>
<td></td>
<td>1,884,591</td>
<td>1,225,937</td>
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</tbody>
</table>
### STATEMENT OF OPERATIONS

*For the year ended December 31, 2015*

<table>
<thead>
<tr>
<th></th>
<th>Budget 2015</th>
<th>Actual 2015</th>
<th>Actual 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IPG Self Assessment Tools</td>
<td>28,800</td>
<td>9,665</td>
<td>1,575</td>
</tr>
<tr>
<td>IPG Gateway application</td>
<td>390,000</td>
<td>785,065</td>
<td>221,585</td>
</tr>
<tr>
<td>ESDC/HRSDC Project - IPG</td>
<td>-</td>
<td>-</td>
<td>653,335</td>
</tr>
<tr>
<td>Membership fees</td>
<td>676,881</td>
<td>676,881</td>
<td>660,372</td>
</tr>
<tr>
<td>NDSAC review fees</td>
<td>89,740</td>
<td>89,740</td>
<td>157,045</td>
</tr>
<tr>
<td>Licensing fees - Bridging Program</td>
<td>120,000</td>
<td>127,303</td>
<td>131,847</td>
</tr>
<tr>
<td>Interest income</td>
<td>6,000</td>
<td>16,703</td>
<td>13,242</td>
</tr>
<tr>
<td>Other revenue</td>
<td>-</td>
<td>4,415</td>
<td>714</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>1,311,421</td>
<td>1,709,772</td>
<td>1,839,715</td>
</tr>
</tbody>
</table>

|                      |             |             |             |
| **EXPENSES**         |             |             |             |
| Amortization of tangible capital assets | 3,792       | 5,340       | 2,330       |
| Bridging Program     | 114,200     | 72,367      | 80,683      |
| ESDC/HRSDC Project - IPG | -          | -           | 653,335     |
| IPG Gateway          | 126,030     | 157,363     | 21,656      |
| IPG Self Assessment Tools | 12,208     | 7,315       | -           |
| Information technology services | 60,019 | 22,310 | 33,990 |
| Meetings             | 47,000      | 25,741      | 33,638      |
| NDSAC review         | 60,000      | 32,880      | 75,324      |
| Office and administration | 38,785     | 33,675      | 22,943      |
| Professional fees    | 54,272      | 79,856      | 66,501      |
| Rent and equipment maintenance | 88,554 | 87,622 | 50,966 |
| Salaries and benefits | 711,831     | 636,548     | 480,656     |
| Travel               | 43,000      | 29,511      | 25,142      |
| **Total Expenses**   | 1,359,691   | 1,190,568   | 1,547,164   |

| Excess (deficiency) of revenue over expenses for the year | (48,270) | 519,204 | 292,551 |
NAPRA MEMBER CONTACT INFORMATION

Alberta College of Pharmacists  
Suite 1200, 10303 Jasper Ave NW  
Edmonton, AB T5J 3N6  
www.pharmacists.ab.ca

Canadian Armed Forces Pharmacy Services  
Directorate of Medical Policy & Standards  
1745 Alta Vista Drive, Room 207  
Ottawa, ON K1A 0K6

College of Pharmacists of British Columbia  
200-1765 West 8th Avenue  
Vancouver, BC V6J 5C6  
www.bcpharmacists.org

College of Pharmacists of Manitoba  
200 Taché Ave  
Winnipeg, MB R2H 1A7  
www.cphm.ca

Government of the Northwest Territories  
Health Professional Licensing  
Department of Health and Social Services  
8th Floor, Centre Square Tower  
PO Box 1320  
Yellowknife, NT X1A 2L9  
www.hss.gov.nt.ca/professional-licensing

Government of Nunavut  
Department of Health and Social Services  
Professional Practice Unit  
P.O. Box 390  
Kugluktuk, Nunavut X0B 0E0  
BHarvey@gov.nu.ca

New Brunswick College of Pharmacists  
1224 Mountain Rd Unit 8  
Moncton, NB E1C 2T6  
www.nbpharmacists.ca

Newfoundland and Labrador Pharmacy Board  
Apothecary Hall  
488 Water St  
St. John’s, NL A1E 1B3  
www.nlph.ca

Nova Scotia College of Pharmacists  
1559 Brunswick St Suite 220  
Halifax, NS B3J 2G1  
www.nspharmacists.ca

Ontario College of Pharmacists  
483 Huron St  
Toronto, ON M5R 2R4  
www.ocpinfo.com

Ordre des pharmaciens du Québec  
266 rue Notre-Dame O bureau 301  
Montréal, QC H2Y 1T6  
www.opq.org

Prince Edward Island Pharmacy Board  
375 Trans Canada Highway  
P.O. Box 208  
Cornwall, PE C0A 1H0  
www.pepharmacists.ca

Saskatchewan College of Pharmacy Professionals  
(formerly Saskatchewan College of Pharmacists)  
700-2010 Pasqua St  
Regina, SK S4S 7B9  
www.saskpharm.ca

Community Services - Government of Yukon  
(formerly Yukon Consumer Services)  
PO Box 2703 C-5  
Whitehorse, YK Y1A 2C6  
www.community.gov.yk.ca/pharmacists