

Scope of Practice for Alberta Pharmacy Technicians

In their practice, pharmacy technicians promote safe and effective drug distribution and, in relation to that, do one or more of the following *under the direction of a pharmacist*: (a) receive, gather, enter and store prescription and patient information, (b) store and repackage products, (c) participate in the management of systems for drug distribution and inventory control, (d) participate in the research, development, implementation and evaluation of quality assurance and risk management policies, procedures and activities, (e) provide restricted activities authorized by the regulations, (f) instruct patients about the use of health aids and devices, and (g) teach the practice of pharmacy technicians.

Health Professions Act Schedule 19 3 (2)

A pharmacy technician must only engage in restricted activities that the pharmacy technician is authorized and competent to perform, and that are applicable to the pharmacy technician's practice and the procedure being performed.

ACP Standards of Practice for Pharmacists and Pharmacy Technicians (1.8)

	Task	✓ Yes ✗ No	Reference
Patient Care	Gather and document information required to provide pharmacy related services and create a patient record	✓	Std 2.2; 18.3; Appendix A
	Assist the pharmacist in identifying the patient's health needs and expectations	✓	Std 2.2
	Answer questions from patients that require therapeutic knowledge, clinical analysis or assessment	✗	Std 1.8
	Gather information required to assess the appropriateness of drug therapy	✓	Std 2.2
	Determine appropriateness of drug therapy	✗	Std 3; 4; 5
	Identify actual or potential drug therapy problems and determine appropriate response	✗	Std 5
	Refer actual or potential drug therapy problems to a pharmacist	✓	Std 1.8; 5.2
	Prescribe a schedule 1 drug	✗	Std 11
	Administer a drug or vaccine	✗	Std 16; 17
	Witness ingestion of Methadone	✗	ODT Guidelines
	Order and interpret laboratory tests and results	✗	Std 3.7
Receiving Orders & Transferring Care	Receive a verbal order from a prescriber for a schedule 1 drug, reduce to writing and sign or initial	✓	Std 6.8
	Document changes to prescriptions as a result of an authorization from the original prescriber	✓	Std 5.4
	Receive a verbal order from a prescriber or document changes to prescriptions for a narcotic or controlled drug	✗	NCR
	Transfer prescriptions that can legally be transferred to another pharmacy on behalf of a pharmacist	✓	Std 20.9; 2.7; 2.8
	Determine additional information that is required to ensure continuity of care when care of a patient is transferred	✗	Std 2.8
Dispensing	Determine that a new or refill prescription is current, authentic and complete	✓	Std 6
	Determine that it is appropriate to dispense a new prescription	✗	Std 6
	Determine that it is appropriate to dispense a refill prescription	✗	Std 3
	Dispense new or refill prescriptions following appropriate procedures	✓	Std 7
	Respond to alerts generated by the pharmacy software system during entry or processing of a prescription that require therapeutic knowledge, clinical analysis or assessment	✗	Std 1.8
	Perform a final check of new or refill prescription to ensure that each step in the dispensing process has been completed properly. Including verification that: <ul style="list-style-type: none"> the drug, dosage form, strength, and quantity dispensed are correct according to the prescription the prescription label is accurate according to the prescription and contains the information required by standards and legislation appropriate auxiliary labels are affixed to prescriptions 	✓	Std 7.14
	Perform a final check of a prescription for a narcotic, controlled drug or targeted substance	✓	Std 7.14
	Document activities completed in the dispensing process to create a clear audit trail	✓	Std 7.16; 7.17
	Create a written transaction record for each drug dispensed	✓	Std 18.1

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Reference Key:

Std = ACP Standards of Practice for Pharmacists and Pharmacy Technicians
 SOLP = ACP Standards for the Operation of Licensed Pharmacies
 NCR = Narcotic and Controlled Drugs Regulations
 HC = Health Canada



	Task	✓ Yes ✗ No	Reference
Prescription Release & Patient Counseling/Teaching	Release a prescription or a schedule 2 drug to a patient after ensuring a pharmacist has assessed the patient, evaluated the prescription or the sale and provided required information	✓	Std 8.1; 8.2
	Refer patients to a pharmacist when appropriate	✓	Std 1.8; 2.2; 5; 8.2(c); 9.3
	Identify patients who require assistance or may face a risk from the selection or use of a schedule 3 drug, health care product, aid or device and refer to pharmacist	✓	Std 9.3
	Answer questions from patients about schedule 3 drugs, health care products, aids or devices that do not require therapeutic knowledge, clinical analysis or assessment	✓	Std 1.8
	Enter into a dialogue and provide assistance to patients choosing health care products, aids or devices	✓	Std 9.4
	Provide instruction to patients about how to operate or use health care products, aids or devices	✓	Std 9.4
Compounding & Repackaging	Create a formula for compounding drugs	✗	Std 10.3
	Compound drugs according to a written formula and preparation process	✓	Std 10.1; 10.2
	Deviate from a written compounding formula or preparation process	✗	Std 10.5; 10.6
	Assign a beyond use date based on reputable sources of information	✓	Std 10.9
	Determine an appropriate beyond use date when one is not available	✗	Std 10.10
	Perform sterile compounding in an environment and according to procedures that meet ACP requirements	✓	Std 10.12; 10.13
	Perform a final check to ensure that each step in the compounding process has been completed accurately and according to the written formula and process. Including verification that: <ul style="list-style-type: none"> the drug, strength, manufacturer, and quantity compounded are correct that calculations and measures were completed accurately the label is correct and includes the required information the package and packaging material are appropriate 	✓	Std 10.14
	Repackage drugs following appropriate procedures	✓	Std 21
	Perform a final check of repackaged drugs. Including verification that: <ul style="list-style-type: none"> the drug, strength, manufacturer, and quantity packaged are correct the label is correct and includes the required information the package and packaging material are appropriate 	✓	Std 21
Documentation	Document an account of involvement in any drug errors as part of the Quality Assurance Program of the pharmacy	✓	Std 1.9; SOLP 6.4
	Document the pharmacy technician's activities in the patient record	✓	Std 18.2; 18.8; 18.9
	Make corrections in patient records when required	✓	Std 18.5
	Act as a witness when a pharmacist destroys narcotic or controlled drugs based on authorization from Health Canada	✓	HC communication
Supervision	Supervise a provisional pharmacy technician or a student pharmacy technician in the performance of restricted activities	✓	Std 20.4; 20.5
	Supervise a pharmacy student or a provisional pharmacist in the performance of restricted activities	✗	Std 20.3; 20.4
	Supervise an employee engaged in compounding or providing drugs for sale	✓	Std 20.6; 20.7; 20.8

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