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New Brunswick College of Pharmacists
Ordre des pharmaciens du Nouveau-Brunswick

POLICY: Collaborative Practice Agreements

TERMINOLOGY

“Collaborative practice” means a practice setting in which a pharmacist works closely and cooperatively with one or more health professionals.¹

“Collaborative practice agreement” (CPA) means a written agreement between a pharmacist or pharmacists, and one or more health professionals.¹

PURPOSE

The document provides information on the expectations of pharmacists when they are prescribing, and participants in a Collaborative Practice Agreement, by describing the:

- requirements for pharmacist prescribing within a CPA;
- expectation for self-assessment of learning needs prior to undertaking participation in a CPA; and
- process for receiving approval from the College to participate in a Collaborative Practice Agreement.

INTRODUCTION

Pharmacist prescribing in a collaborative model can improve access to care by leveraging their knowledge and skills within a team-based environment. Collaborative practice agreements create a formal practice relationship between pharmacists and other health-care practitioners, whereby the pharmacist assumes responsibility for specific patient care functions that are otherwise beyond their practice authority but aligned with their education and training.²

The *New Brunswick Pharmacy Act, 2014* allows pharmacists to practice under a Collaborative Practice Agreement with other health professionals. The pharmacist(s) may participate in the practice of ordering, managing and modifying drug therapy according to a written collaborative practice agreement between the pharmacists and authorized prescribers who are responsible for the patient’s care.

One of the circumstances in which a pharmacist is authorized to prescribe is, “...collaborative practice (enabled through a Collaborative Practice Agreement...” (Regulation 21.3(d)¹).

Regulation 21.7 continues with further information on collaborative practice:

21.7 A pharmacist in collaborative practice may prescribe medications and treatments as outlined in a collaborative practice agreement if:

(a) the collaborative practice agreement is with an authorized prescriber, and in a format acceptable

¹ <https://nbpharmacists.ca/wp-content/uploads/2023/07/2023-REGS-bilingual-July-19-2023-Formatted.pdf>

² <https://www.accp.com/docs/positions/misc/NASPACPAWG.pdf>

to Council;

(b) the pharmacist has successfully completed any other requirements specified by Council; and

(c) the pharmacist notifies the College of any change to a previously confirmed agreement within (seven) 7 days.

1. REQUIREMENTS

Collaborating pharmacists and health-care professionals are encouraged to review and/or renew their CPAs within a timeframe that is appropriate. The College must be notified of changes made to a previously confirmed agreement within 7 days of that change (Regulation 21.7(c)). Pharmacist(s) and other health-care professional(s) may specify the level of patient involvement in the CPA. Depending on the level of service, elements such as informed consent, written consent or opt-out provisions may be appropriate, as determined by the parties to the agreement. Collaborating pharmacists and health care practitioners are to conform to evidence-based treatment guidelines and the agreed upon process of care with regards to the documentation requirements.³

Agreement proposals are to be sent to the College for review and approval using Appendix B. Below is information that is required:

- Names and contact information and credentials of CPA team members;
- Practice Model and Organization of Care – specify the type of team and how patient care will be organized;
- Request(s) for Letter of Collaboration (See Appendix C);
- Roles and responsibilities of CPA team members – based upon an understanding of each team member's practice area, define each CPA team member's roles and responsibilities;
- Coordination of care – agree on who is responsible for coordination of care and team leadership, and specify the decision-making processes;
- Accountability – describe each team CPA member's accountability;
- Limits – specify any limits to practice for team members;
- Education – specify any additional education or training needed, beyond the principles outlined below in Section 3;
- Location – describe where the care is to be provided;
- Contingency plan – determine the obstacles to care and how the team will address them;
- Documentation – agree on documentation protocols and procedures, consistent with College requirements^{3 4};
- Communication – agree on communications protocols and procedures;
- Technology - agree on the utilization of technology for documentation and communication;
- Quality Assurance activities - evaluation processes, reporting and analysis of incidents, improvement plans and monitoring/follow-up after an incident; and

³ <https://www.napra.ca/wp-content/uploads/2022/09/NAPRA-MSOP-Feb-2022-EN-final.pdf>, Section 3.4-3.5

⁴ <https://nbpharmacists.ca/wp-content/uploads/2023/07/2023-REGS-bilingual-July-19-2023-Formatted.pdf>, Sections 17 and 21-23

- Agreement terms – provisions to specify the term of the agreement and continuity provisions.⁴

2. EDUCATIONAL REQUIREMENTS

Depending on the type of patient care being provided under a CPA, it may be appropriate for the pharmacist to have additional education or training, as part of continued competence.³

All pharmacy professionals have a professional responsibility to remain current in the clinical areas in which they practice (See Domain 2: Knowledge and expertise, in NAPRA's MSOP document⁵). If individual practitioners determine that continuing education requirements are appropriate for their clinical arrangement, those requirements may be specified in the agreement.

A pharmacist prescribing in situations where the diagnosis is supported by a CPA must take steps to ensure they have attained the necessary competence to provide appropriate care to patients. This should include but is not limited to:

- undertaking additional education;
- reviewing clinical guidelines; and
- researching primary literature.⁶

3. RECEIVING APPROVAL FROM THE COLLEGE

Prior to engaging in a Collaborative Practice Agreement, pharmacists must provide the following to the College:

- Completed Collaborative Practice Agreement (Appendix B)
- Completed Request(s) for Letter of Collaboration (Appendix C)

After review, and receipt of College approval for the Collaborative Practice, pharmacist(s) will be advised and the practice model may commence.

4. PROOF OF PARTICIPATION IN A COLLABORATIVE PRACTICE AGREEMENT

Proof of participation in a Collaborative Practice Agreement is publicly available by searching the [public register on the College website](#).⁷

⁵ <https://www.napra.ca/wp-content/uploads/2022/09/NAPRA-MSOP-Feb-2022-EN-final.pdf>

⁶ https://www.nspharmacists.ca/wp-content/uploads/2019/08/Phase-II_SOP_PrescribingDrugs_Feb2019.pdf

⁷ <https://nbpharmacists.ca/wp-content/uploads/2023/07/2023-REGS-bilingual-July-19-2023-Formatted.pdf>, Regulation 11.7(e)

APPENDIX A - RESOURCES

INNOVATION IN PRIMARY CARE: Integration of Pharmacists Into Interprofessional Teams:
<https://www.cfpc.ca/CFPC/media/Resources/Health-Policy/IPC-2019-Pharmacist-Integration.pdf>

Collaborative Practice Agreements: Advance Pharmacy Practice Across the State (Wisconsin):
https://www.pswi.org/Portals/94/Resources/Toolkits%20and%20Manuals/CPA/CPA%20Toolkit_web.pdf?ver=2020-11-24-153948-797

PHARMACIST COLLABORATIVE PRACTICE AGREEMENTS: KEY ELEMENTS FOR LEGISLATIVE AND REGULATORY AUTHORITY: <https://www.accp.com/docs/positions/misc/NASPACPAWG.pdf>

Saskatchewan College of Pharmacy Professionals: COLLABORATIVE PRACTICE (Prescribing) AGREEMENT TEMPLATE:
https://www.saskpharm.ca/document/3386/Collaborative_Practice_Agrmt_Template_20170207.pdf

Collaborative Practice Agreements and Pharmacists' Patient Care Services A RESOURCE FOR PHARMACISTS: https://www.cdc.gov/dhds/pubs/docs/translational_tools_pharmacists.pdf

POLICY PHARMACIST PRESCRIBING IN PRACTICE SETTINGS APPROVED BY COUNCIL (NSCP):
https://www.nspharmacists.ca/wp-content/uploads/2017/01/Policy_PracticeSettingApprovedByCouncil.pdf

STANDARDS OF PRACTICE: Prescribing Drugs (NSCP): https://www.nspharmacists.ca/wp-content/uploads/2019/08/Phase-II_SOP_PrescribingDrugs_Feb2019.pdf

APPENDIX B – COLLABORATIVE PRACTICE AGREEMENT FORM

<https://nbpharmacists.ca/wp-content/uploads/2023/11/Appendix-B-Collaborative-Practice-Agreement-Template-2023-1.pdf>

APPENDIX C – COLLABORATIVE PRACTICE AGREEMENT REQUEST FOR LETTER OF COLLABORATION FORM

<https://nbpharmacists.ca/wp-content/uploads/2023/11/Appendix-C-Collaborative-Practice-Request-for-Letter-of-Collaboration-2023-1.pdf>