

STANDARDS OF PRACTICE

Dispensing of Schedule 1 & 2 Drugs by a Physician for a Fee

Under Review: No

Issued By: Council: January 1, 2010

The *Standards of Practice* of the College of Physicians & Surgeons of Alberta (“CPSA”) are the **minimum** standards of professional behavior and ethical conduct expected of all regulated members registered in Alberta. Standards of Practice are enforceable under the *Health Professions Act* and will be referenced in the management of complaints and in discipline hearings. CPSA also provides *Advice to the Profession* to support the implementation of the Standards of Practice.

1. A regulated member **may only** dispense Schedule 1 or 2 drugs as defined by the *Pharmacy and Drug Act* to a patient when those drugs are relevant to the medical consultation or surgical procedure provided to that patient.
2. A regulated member **may** charge a fee for dispensing a drug as defined in clause (1); however, a regulated member:
 - a. **must** limit fees to the cost of the drugs to the regulated member;
 - b. **may** include reasonable handling costs such as shipping, containers and containment systems, refrigeration and inventory maintenance costs associated with replacement of expired drugs; and
 - c. **must** maintain a detailed description of the calculation of fees for inspection by CPSA.
3. A regulated member **must not** charge a fee for dispensing a drug or for maintaining required documentation in respect of the inventory control or dispensing of drugs.
4. A regulated member **must not** compound drugs unless specifically approved by CPSA.
5. A regulated member **must** personally discuss instructions for use of the drug with the patient.
6. Any drug dispensed to a patient for a fee **must** have a label affixed to the drug container or packaging that is legible and identifies the following:

Terms used in the Standards of Practice:

- “Regulated member” means any person who is registered or who is required to be registered as a member of this College. The College regulates physicians, surgeons and osteopaths.
- “Must” refers to a mandatory requirement.
- “May” means that the physician may exercise reasonable discretion.
- “Patient” includes, where applicable, the patient’s legal guardian or substitute decision maker.

- a. the name, address and telephone number of the clinic from which the drug is dispensed;
 - b. the name of the patient;
 - c. the name of the prescriber;
 - d. the name of all active ingredients, the strength and the manufacturer;
 - e. instructions for use;
 - f. the date the drug was dispensed;
 - g. the quantity dispensed; and
 - h. the expiry date, when appropriate.
7. Any drug dispensed to a patient for a fee **must** be dispensed in child-proof containers except where inappropriate for a particular patient.
8. Each time a drug is dispensed for a fee, the transaction **must** be recorded in the clinical record or in a separate log that identifies the following:
- a. the name of the patient for whom the drug was dispensed;
 - b. the name of the prescriber;
 - c. the date the drug was dispensed;
 - d. the name, strength and dosage form of the drug dispensed; and
 - e. the quantity of the drug dispensed.
9. Drugs received by the regulated member for dispensing for a fee to a patient **must** be visually inspected to ensure there has been no damage or contamination.
10. Drugs in a regulated member's office **must** be stored to ensure security and integrity.

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11. Drugs in a regulated member's office **must** be stored at appropriate temperatures to ensure stability.
12. Narcotic and controlled drugs in a regulated member's office **must** be [stored in accordance](#) with federal regulations.
13. A regulated member who dispenses a drug **must** have established policy and procedures for the [safe and proper disposal of drugs](#) that are unfit to be dispensed, including outdated or damaged products.
14. A regulated member **must not** accept the return of any dispensed drug for the purpose of reuse.

RELATED STANDARDS OF PRACTICE

- [Prescribing: Administration](#)
- [Prescribing: Drugs Associated with Substance Use Disorder or Substance-Related Harms](#)
- [Sale of Products by Physicians](#)

COMPANION RESOURCES

- [General Infection Prevention & Control Standards](#)
- [Health Canada's Safe Disposal of Prescription Drugs](#)
- [Health Canada's Physical Security Directive](#)

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