

	NURSE PRACTITIONER CONTROLLED DRUGS AND SUBSTANCES NOTIFICATION POLICY
	Date Effective: January 2019
	Revised: March 15, 2024; April 2026
	Next Review Due: March 2027

Background

Pharmacies are required to confirm the ability of a nurse practitioner to prescribe controlled drugs and substances. The Regulated Health Professions Act requires the Registrar to post on the College website any terms or conditions imposed on the registration of a nurse practitioner affecting their authority to perform a reserved activity.

Purpose

To provide the required information for pharmacy personnel and to meet the requirements of the regulations to provide the information required.

1.0 Policy

- 1.1 The Registrar must ensure that the College website *Authorized Prescriber Directory* is maintained and kept up to date. The Registrar may complete this or delegate this task to a staff member.
- 1.2 Each nurse practitioner is added to the Authorized Prescriber directory at the time of initial registration.
- 1.3 The nurse practitioner is required to provide their employment contact information at the time of initial registration.
- 1.4 As per RHPA Section 17(2) members must notify the College of any change of information and as per the Bylaw X, members are required to report changes within 30 days. Any changes in the nurse practitioner's information is updated on the Authorized Prescriber directory when it is received.
- 1.5 Until a nurse practitioner has the controlled drugs and substances (CDS) course completed, there is a notation included with their name in the directory as follows: "Awaiting CDS Certification" for example Smith, Mary *Awaiting CDS Certification*.