



## Information sheet: Interns applying for General Registration Part 3, Division 2 of the *Pharmacists Registration Act 2001*

The Pharmacists Board of Queensland (the Board) is responsible for the registration of pharmacists in Queensland. The following information is provided to assist you with your application for registration.

### Am I eligible for registration?

To be eligible for general registration as a pharmacist in Queensland you must satisfy the Board of the following:

- you are qualified for registration (as defined at section 45 of the *Pharmacists Registration Act 2001*); and
- you have completed the Pharmaceutical Society of Australia (PSA) Pre-Registration Training Program (in accordance with section 4 of the *Pharmacists Registration Regulation 2001*); and
- you have completed a period of at least 1824 hours of supervised practice over at least 48 weeks (in accordance with section 5 of the Regulation); and
- you are fit to practise the profession (the Board, in accordance with section 46 of the Act, may have regard to several factors, including mental and physical health, command of the English language and criminal history).

### How do I apply for registration?

As a intern, in order to satisfy the Board of the above, you will need to provide the following:

- A fully completed [Notification of Completion of Supervised Practice form](#) (please be advised that all information contained on your Completion of Supervised Practice form will be compared with your previously submitted [Commencement of Supervised Practice for Graduates form](#) for verification, including commencement date);
- A fully completed [General registration as a pharmacist: Guide and application form](#) and any supporting document and fees as stated in the application form; and
- A certified copy of your PSA Pre-Registration Training Program Certificate.

To ensure compliance with Part 4, Division 6A of the Act, the Board also requires you to complete, and provide with your application, a [Declaration of Pharmacy Ownerships form](#).

All forms mentioned and relevant policies relating to applications for registration can be found on the Board's website.

Your application and accompanying documentation, except your Completion of Supervised Practice form, can be received in the Office up to one week prior to the completion of your supervised practice training period. Only originals will be accepted — you cannot fax your application.

Your Completion of Supervised Practice form may be faxed to the Office on your day of completion. However the original document must be received in the mail within 14 days.

### How do I know I'm registered?

Given the large number of applications that are received, and the steps involved (including criminal history checking), your application could take up to 14 days to process; or longer if fitness to practice issues are identified.

You can commence practice as a pharmacist as soon as your name appears on the Board's Public Access Register which can be accessed via the Board's website.

Provisional registration entitles you to practice as a pharmacist. Provisional registration is granted as interim registration while your application is awaiting formal consideration by the Board for General registration. Once the Board has granted General registration you will be issued with a Certificate of Registration.

#### Where to send the application and payment:

**By mail:** GPO Box 2438  
Brisbane QLD 4001

**In person at the Board's office:** 8th Floor, Forestry House  
160 Mary St  
Brisbane QLD 4000

**Counter hours:** 9am - 4pm Mon to Fri

#### For further information:

**Telephone:** +61 7 3225 2516

**Email:** [pharmacy@healthregboards.qld.gov.au](mailto:pharmacy@healthregboards.qld.gov.au)

**Internet:** [www.pharmacyboard.qld.gov.au](http://www.pharmacyboard.qld.gov.au)