



Commencement of supervised practice for graduates

s48(a) *Pharmacists Registration Act 2001* s5 *Pharmacists Registration Regulation 2001*

Dear Pharmacy Student

The Pharmacists Board of Queensland (the Board) is the entity responsible for the registration of pharmacists in Queensland. The following information is provided to assist you with your supervised practice and registration requirements.

The Board has a responsibility to ensure health care is delivered in a professional, safe and competent way. To achieve that aim, you are required to complete the following:

1. your pharmacy degree; and
2. the Pharmaceutical Society of Australia's pre-registration training program; and
3. a period of **at least 1824 hours of supervised practice over at least 48 weeks.**

This means that:

1. you must complete your pharmacy degree before commencing any supervised practice;
2. any supervised practice undertaken before completion of your pharmacy degree **will not be counted** towards your 1824 hours; and
3. you will not be eligible to apply for general registration until at least 48 weeks after commencing your supervised practice, keeping in mind the above dot points.

Supervised practice requirements

Prior to commencing your supervised practice in Queensland, you are required to provide the Board with the following:

1. completed documentation detailing your supervised practice arrangements (*Commencement of supervised practice* form); and
2. one recent passport-type photograph endorsed on the back by your supervisor with the text: "I certify this photograph to be a true likeness of (*applicant's name*)" and signed by your supervisor; and
3. a certified copy of your academic transcript, or letter from the university, indicating completion.

Following is a *Commencement of supervised practice* form for your completion. This completed form, together with the abovementioned requirements, must be submitted to the Board within 14 days of the commencement of your supervised practice.

The Board also requires you to notify it immediately if you change the pharmacy practice at which you are undertaking your supervised practice. To do this you must provide the Board with the following:

1. a *Completion of supervised practice* form for the pharmacy practice you are leaving;
2. a *Commencement of supervised practice* form for the pharmacy practice where you will be resuming your supervised practice.

These forms are available for download from the Board's website.



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You are required to contact the Pharmaceutical Society of Australia (Qld Branch) to ascertain the requirements for undertaking the pre-registration training program. The contact telephone number for the Pharmaceutical Society of Australia (Qld Branch) is (07) 3844 4900.

Pharmacists Board of Queensland requirements for general registration as a pharmacist

After you complete the Pharmaceutical Society of Australia's pre-registration training program and **at least 1824 hours of supervised practice over at least 48 weeks**, you will be eligible to apply for general registration.

The Board will provide you with a general registration kit in October. To ensure you receive this kit, you must remember to advise the Board of any changes in your mailing address during your supervised practice period. This can be done by email, fax or letter.

Explanations

Completion of pharmacy degree:

Completion of pharmacy degree is determined as the day your results are published.

Supervised practice:

Supervised practice is undertaken after the completion of a degree mentioned in Schedule 1 of the *Pharmacists Registration Regulation 2001*.

The supervised practice consists of at least 1824 hours over at least 48 weeks of which at least 912 hours must be undertaken under the supervision of the same registrant over at least 24 weeks.

Supervised practice must be completed within 3 years after the completion of the qualification you rely upon for registration.

Pharmaceutical Society of Australia pre-registration training certificate:

The Board requires a certified copy of your Pharmaceutical Society of Australia pre-registration training certificate before it will consider you for registration.

The Pharmaceutical Society of Australia pre-registration exam is the prescribed training course for general registration.

Board powers before deciding applications:

Before deciding an application the Board may: investigate the applicant; require further information or documentation; require the applicant to undergo a written, oral or practical examination; and, require the applicant to undergo a health assessment. (S50, *Pharmacists Registration Act 2001*).



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Personal Details

Family name _____

First names (including title) _____

Address _____

Date of birth _____ Country of birth _____

Contact Details (telephone/mobile/email) _____

Date of successful completion of pharmacy degree _____

Name of institution conferring pharmacy degree _____

Details of supervised practice

Date of commencement of supervised practice _____

Name of pharmacy where supervised practice is being/will be undertaken _____

Address of pharmacy where supervised practice is being/will be undertaken _____

Telephone number of pharmacy where supervised practice is being/will be undertaken _____

Name of supervising pharmacist _____

The premises mentioned above is:

a) a pharmacy in Queensland; or

b) a place approved by the Board.

Hours per week: _____

(Note: 1824 hours = 38 hours per week x 48 weeks)

Signature of graduate

Signature of supervising pharmacist

Date

Date



Pharmacists Board
of Queensland

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