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## Registration Report 2011

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## Contents

<b>CONTENTS</b> .....	<b>2-3</b>
<b>1) REGISTRATION OF PEOPLE</b> .....	<b>4-20</b>
<b>a) New members of the register</b> .....	<b>4-9</b>
i) Pharmacy pre-registration trainees .....	4
ii) Pharmacist Registrants. ....	5-9
<i>After completion of pre-registration training.</i> .....	5
<i>Great Britain /European Economic Area route.</i> .....	5-8
<i>Non EEA route.</i> .....	9
<i>Temporary Service Providers.</i> .....	9
<b>b) Renewal</b> .....	<b>9</b>
<b>i) Age and gender</b> .....	<b>9-11</b>
<b>ii) Employment status</b> .....	<b>11</b>
<b>iii) Employment sector</b> .....	<b>12</b>
<b>iv) Days in employment per week</b> .....	<b>12</b>
<b>c) Restoration</b> .....	<b>13-14</b>
<b>d) Removal.</b> .....	<b>15-16</b>
<b>e) Certificates of Current Professional Status</b> .....	<b>16-19</b>
<b>f) Pharmacist prescribers.</b> .....	<b>20</b>
<b>2) REGISTRATION OF PREMISES.</b> .....	<b>21-22</b>
<b>a) New.</b> .....	<b>21</b>
<b>b) Temporary</b> .....	<b>21</b>
<b>c) Removal</b> .....	<b>21</b>
<b>d) Transfer of Ownership.</b> .....	<b>21</b>
<b>e) Renewal</b> .....	<b>22</b>
<b>APPENDICES</b> .....	<b>24</b>
<b>1) Equality Monitoring</b> .....	<b>24-32</b>
<b>i. Age –registered pharmacists</b> .....	<b>24</b>
<b>ii. Gender – registered pharmacists</b> .....	<b>24</b>
<b>iii. Marital status – registered pharmacists</b> .....	<b>25</b>

<b>iv. Disability – registered pharmacists .....</b>	<b>25</b>
<b>v. Dependents – registered pharmacists.....</b>	<b>26</b>
<b>vi. Racial grouping – registered pharmacists .....</b>	<b>26</b>
<b>vii. Religious denomination – registered pharmacists .....</b>	<b>27</b>
<b>viii. Sexual orientation – registered pharmacists.....</b>	<b>27</b>
<b>ix. Country of birth – registered pharmacists.....</b>	<b>28</b>
<b>x. Age - new registrants.....</b>	<b>28</b>
<b>xi. Gender - new registrants.....</b>	<b>29</b>
<b>xii. Marital Status - new registrants.....</b>	<b>29</b>
<b>xiii. Disability - new registrants.....</b>	<b>30</b>
<b>xiv. Dependents-new registrants.....</b>	<b>30</b>
<b>xv. Racial Grouping - new registrants.....</b>	<b>31</b>
<b>xvi. Religious Denomination - new registrants.....</b>	<b>31</b>
<b>xvii. Sexual Orientation- new registrants.....</b>	<b>32</b>
<b>xviii. Country of Birth- new registrants.....</b>	<b>32</b>
<b>2) Example of a Pharmacist ID card 2011.....</b>	<b>33</b>
<b>3) Tables of information for KPIs 2011.....</b>	<b>33-36</b>
<b>i. GB applicant registration processes.....</b>	<b>33-34</b>
<b>ii. EEA Route A applicants registration processes.....</b>	<b>34</b>
<b>iii. Restoration to the register processes.....</b>	<b>35</b>
<b>iv. Production of Certificate of current professional status processes.....</b>	<b>35-36</b>
<b>4) Tables relating to other pharmacist registration data.....</b>	<b>36-38</b>
<b>i. Prescriber employment status.....</b>	<b>36</b>
<b>ii. Gantt chart displaying timelines and processes for pharmacist retention in 2011.....</b>	<b>37</b>
<b>iii. Gantt chart displaying timelines and processes for premises.....</b>	<b>38</b>

## 1) Registration of people.

- The Pharmaceutical Society of Northern Ireland (PSNI) maintains registers of both
- (i) pharmacy students who will undertake a 12 month pre-registration training year, and
  - (ii) Pharmaceutical Chemists as is defined in [the Pharmacy \(Northern Ireland\) Order 1976](#).

In 2011 the PSNI conducted a pilot scheme issuing pharmacists identification cards to aid pharmacists who may require photo identity in the process of their work. For example pharmacists who:

- Locum and may not be known to patients and carers in the local community;
- Engage in domiciliary or residential care visits to patients or carers with medicines, appliances or oxygen services etc;
- Conduct clinics, training sessions or workshops within or outside of registered premises.

The scheme was targeted on those pharmacist practitioners who would view a photo identity card as a means of assuring patients and carers that that the service they are providing is by a registered and regulated health care professional.

The card was offered on a 'by request' basis. There was no charge for pharmacists requesting the card during the piloting period. There were 219 cards issued in 2011. It is anticipated that these cards will be issued annually at pharmacist retention.

To measure the quality of this scheme the PSNI will write to all participants in early 2012 to assess the benefits/drawbacks, and to seek ways to improve any future release of pharmacist ID cards.

### **a) New members of the register**

#### **i) Pharmacy pre-registration students**

In May 2011, 190 pre registration students were accepted on to the pre-registration training programme offered by the Pharmaceutical Society of Northern Ireland. Students are required to follow the procedures detailed online at:

<http://www.psni.org.uk/professionals/pre-registration-training/pre-registration-training.php>

147 students were registered with the PSNI at least three months before commencing training i.e. 77%. 43 students were levied a late application fee as their applications arrived after the 3 month deadline. The majority of students commenced training on their agreed dates; however 8 students initiated their training at a date later than planned. This was due to extenuating circumstances, for example, the late award of their pharmacy degree qualification and illness which consequently delayed commencement of their pre registration training year.

## **ii) Pharmacist Registrants.**

### **After completion of pre-registration training.**

194 of the 206 pre-registration trainees who initiated training in 2010 registered in 2011 on completion of their training year. There were 194 [94%] trainees registered at the end of their year in a seamless fashion, i.e. the date they registered was one calendar year after the date the trainee commenced training. Seven trainees failed the registration examination (all to sit June 2012 Registration Examination) and will potentially register in 2012. Two trainees had their training year extended due to health or performance issues, one of these trainee's has suspended their training indefinitely and the other is due to register in December 2011. Two trainees failed to submit documentation within the required time period for seamless registration, therefore incurred a penalty of late registration and were registered 14 days after submitting the completed application. One trainee left the programme.

The trainees completed the registration process by submitting in full all data required by the regulator after week 48 of their individual training year. This process is well documented on the website and in the pre-registration manuals.

<http://www.psni.org.uk/professionals/pre-registration-training/registration.php>

### **Great Britain /European Economic Area route.**

#### ***Registrants from Great Britain (GB)***

In 2011 there were six applications by pharmacists seeking membership, from GPhC registrants. All of the applicants were registered within 5 days of the receipt of a complete application. Registrants joining from Great Britain (GB) were all offered an optional induction meeting with the Registrar. One of the applicants requested an induction meeting with the Registrar and attended. Graphs highlighting key performance indicators (KPIs) for the processing of these applications are displayed below:

#### **KPI's GB applications**

**1. The PSNI will process an application from a registrant first registered in GB within 5 working days of a receipt of a completed application.**

**2. The PSNI will acknowledge an incomplete application on the same day of receipt.**

**3. The PSNI will acknowledge a completed application within one day of receipt.**

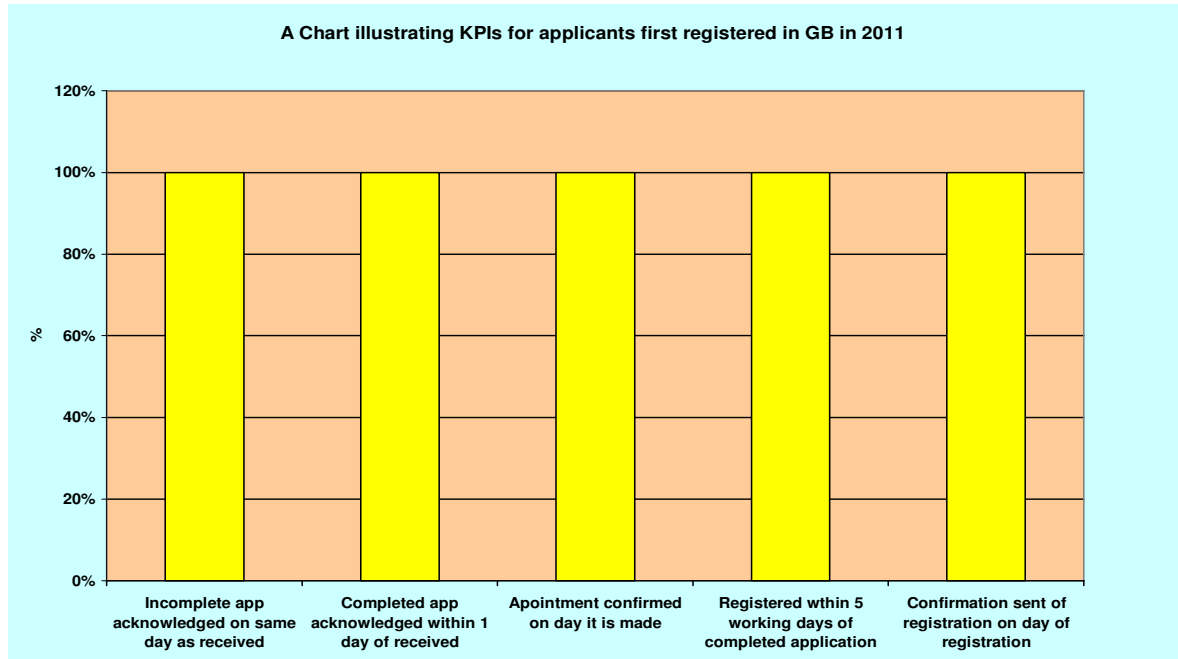
**4. The PSNI will confirm the date of an induction meeting for new GB registrants on the day the appointment is made.**

**5. The PSNI will send confirmation of a successful application for registration on the day the applicant is registered.**

## Performance

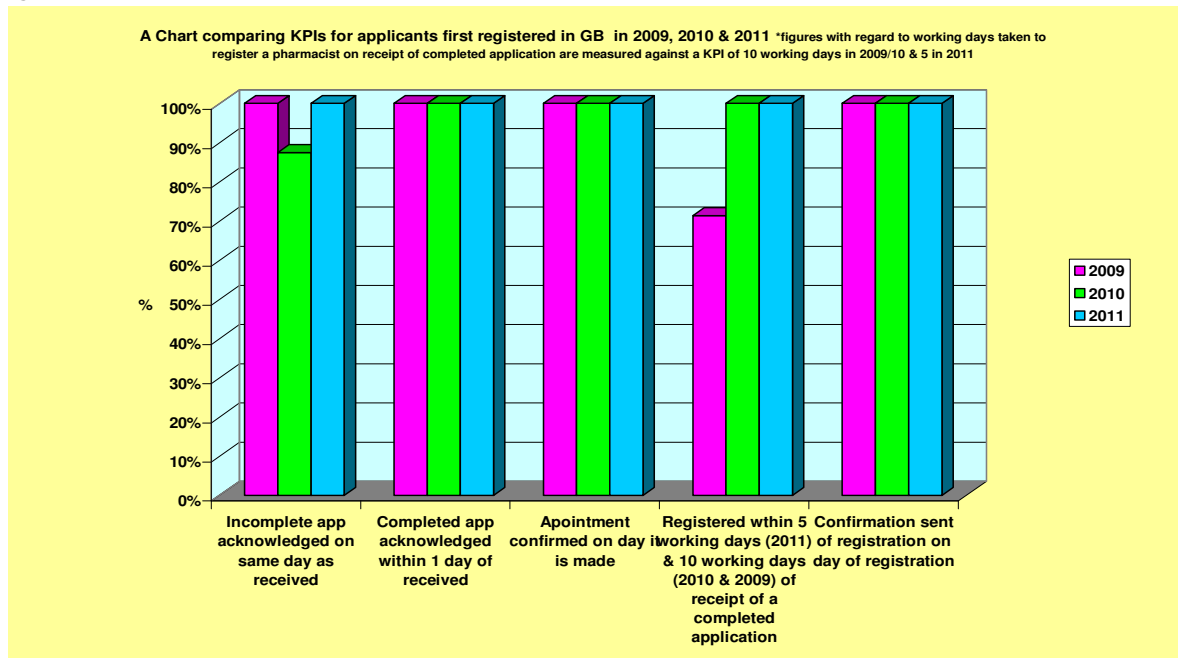
The PSNI strives to process all applications from those pharmacists first registered in GB in an efficient and timely manner. On review of last year's figures the PSNI has reduced KPI target 1 from 10 working days in 2010 to 5 working days in 2011.

The graph below highlights PSNI performance with regard to the targets described above.  
Fig. 1.1



The graph below compares PSNI performance for the targets outlined in 2009, 2010 and 2011.

Fig 1.2



### ***Registrants from European Economic Area (EEA)***

In 2011 there was one completed application for registration from pharmacists first registered within the EEA (EEA Route A). This pharmacist was registered via automatic recognition as outlined in European Directive 2005/36/EC in that she holds a qualification Certificate of Registered Pharmaceutical Chemist as listed in Annex 5.6.2 of Directive 2005/36/EC. The training completed by the registrant complied with all of the training requirements described in Article 44 of the above Directive.

The PSNI has developed an EEA Route B registration route for those applicants who meet the following criteria:

- a) The applicant is an EEA or Swiss national and has a pharmacy qualification from a Member State that was started before the implementation date of the Directives in that Member State and the applicant has not worked as a pharmacist for 3 consecutive years in the last 5 years.
- b) The applicant is an EEA or Swiss national and has a pharmacy qualification from a Member State that was started after the implementation date of the Directives in that Member State but the Competent Authority has confirmed that their qualification does not comply with the minimum training requirements.
- c) The applicant is an EEA or Swiss national and has a pharmacy qualification that was obtained outside the EEA or Switzerland but it has been recognised by a Member State and the applicant has been permitted to practice as a pharmacist in that State.

The PSNI has received one incomplete application for route B outlined above.

### **KPI's EEA Route A applications**

**1. The PSNI will process an application from a registrant first registered in EEA within 10 working days of a receipt of a completed application.**

**2. The PSNI will acknowledge an incomplete application on the same day of receipt.**

**3. The PSNI will acknowledge a completed application within one day of receipt.**

**4. The PSNI will confirm the date of an induction meeting for new GB registrants on the day the appointment is made.**

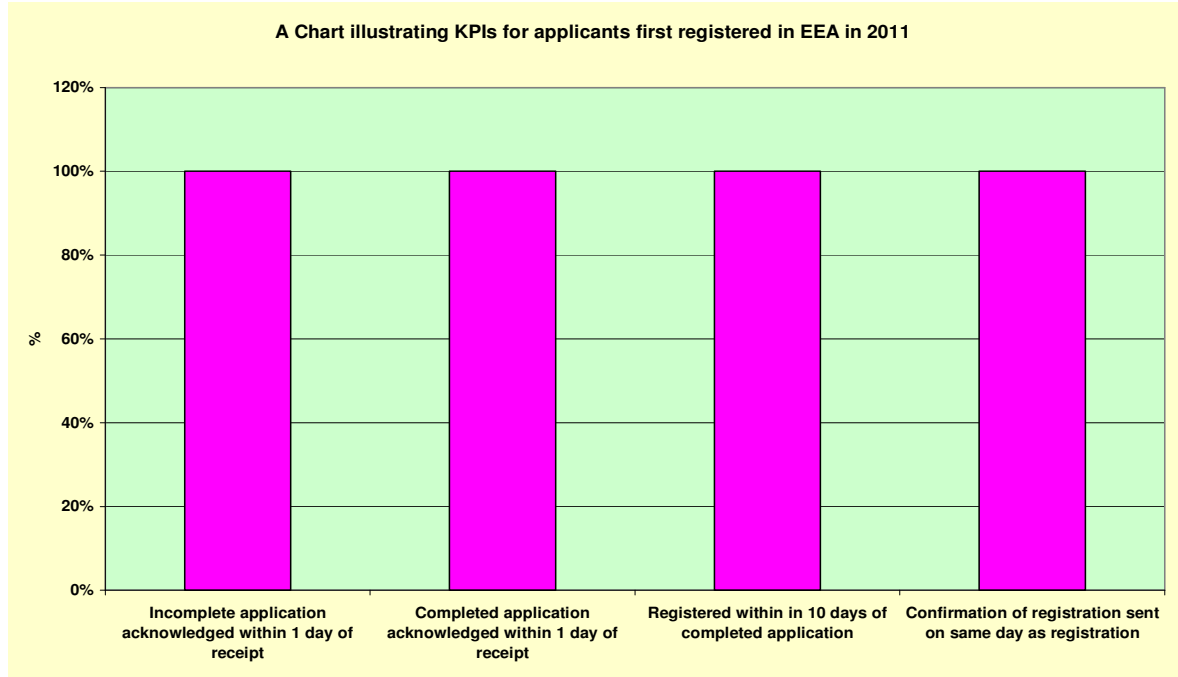
**5. The PSNI will send confirmation of a successful application for registration on the day the applicant is registered.**

## Performance

The graphs below relate to performance for EEA route A applicants.

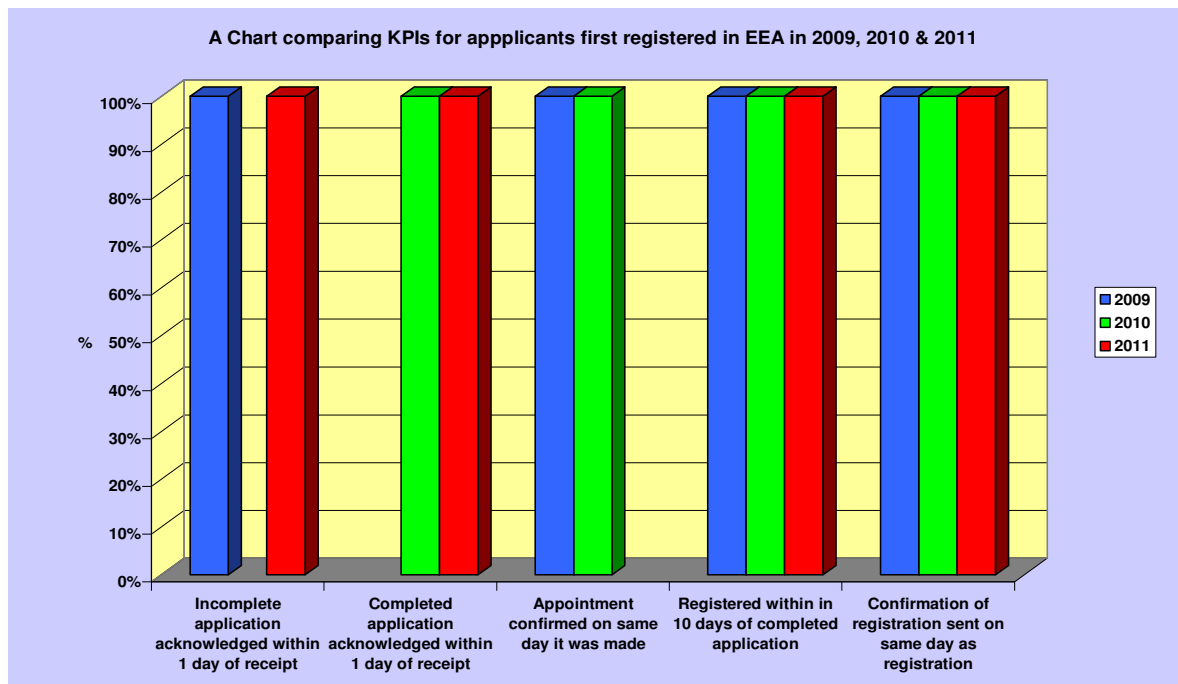
The graph below highlights PSNI performance with regard to the targets described above.

Fig. 1.3



The graph below compares PSNI performance with regard to the targets described for 2009, 2010 and 2011.

Fig. 1.4



### ***Non EEA route.***

In 2011 there were ten inquiries from pharmacists qualified outside the EEA or non EEA Nationals. In all cases the pharmacists had no automatic or acquired rights to register and were advised of the availability of the Overseas Pharmacist Assessment Programme (OSPAP) route of entry via six GB accredited universities. There were no applications to the pre-registration trainee programme by pharmacists holding the OSPAP qualification in 2011.

### ***Temporary Service Providers***

There were no applications for Temporary Service Provision in 2011.

### **b) Renewal**

The process of annual retention of pharmacists started officially on 7<sup>th</sup> March 2011 with the review and development of retention forms and all associated documentation regarding pharmacist retention. The review, publication and mail out of the documentation were completed within 42 working days to meet the target date for posting on 29<sup>th</sup> April 2011.

A total of 2091 forms were personalised and posted to pharmacists at their last registered address. 1912 forms/requests to withdraw were processed before 1<sup>st</sup> July 2011 when statutory notices of late renewal were sent out to 179 pharmacists, 8.6%. 171 pharmacists withdrew voluntarily from the register, 8.2% & 1 pharmacist was reported to have deceased before completing the process.

On 1<sup>st</sup> September 2011 on the directive of the Council 28 pharmacists were removed from the register for the non payment of fees, 1.3%.

A full timeline and outline of processes are displayed on the PSNI website at the link below:

<http://www.psni.org.uk/documents/878/Gantt+Chart+displaying+annual+retention+for+Pharmacists+2011.pdf>

One individual was identified as having continued to work as a pharmacist after removal by Council for non-payment. The individual's employer had identified this issue via notification of all those pharmacists removed on 1<sup>st</sup> September 2011, by letter from the PSNI and subsequently checking the online register.

### ***i. Age and gender***

The age and gender profile distribution of the register is displayed below.

The age profile and gender is displayed from data collected on retention forms and therefore a true representation of the register, and can be compared with the voluntary data obtained (see appendix 1).

Table 1.1

	≤ 25	26-35	36-45	46-55	56-65	66-70	70+
<b>2010</b>	14.93%	41.51%	23.81%	13.43%	3.97%	0.77%	1.55%
<b>2011</b>	15.53%	40.49%	24.10%	13.53%	4.57%	0.47%	1.24%

Fig. 1.4

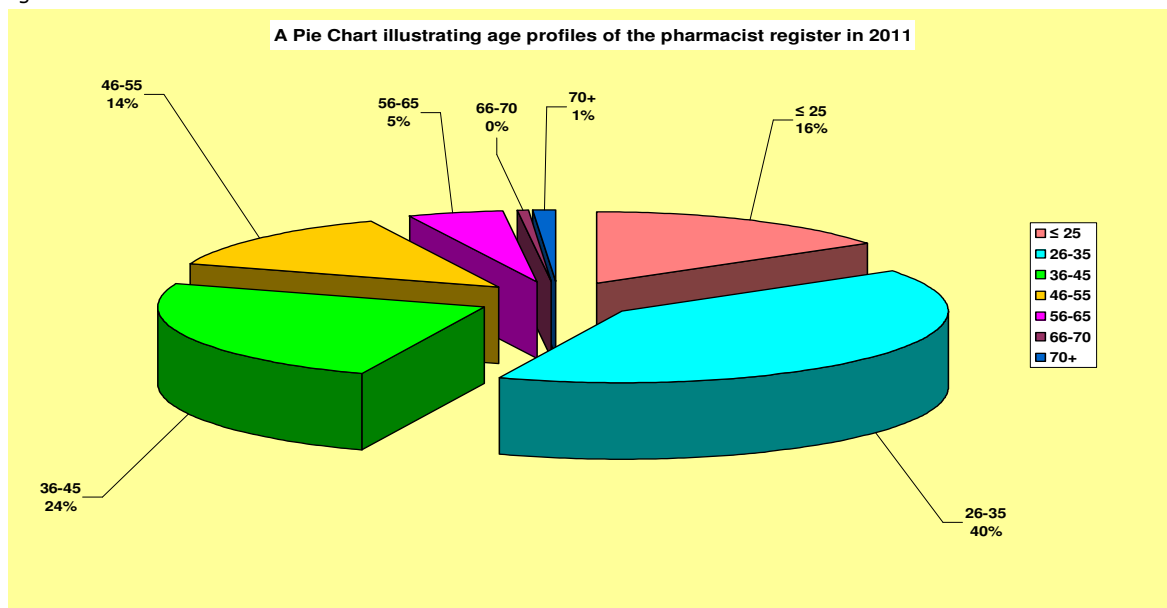


Table 1.2

Gender	Male	Female
<b>%</b>	35.68%	64.26%

Fig. 1.5

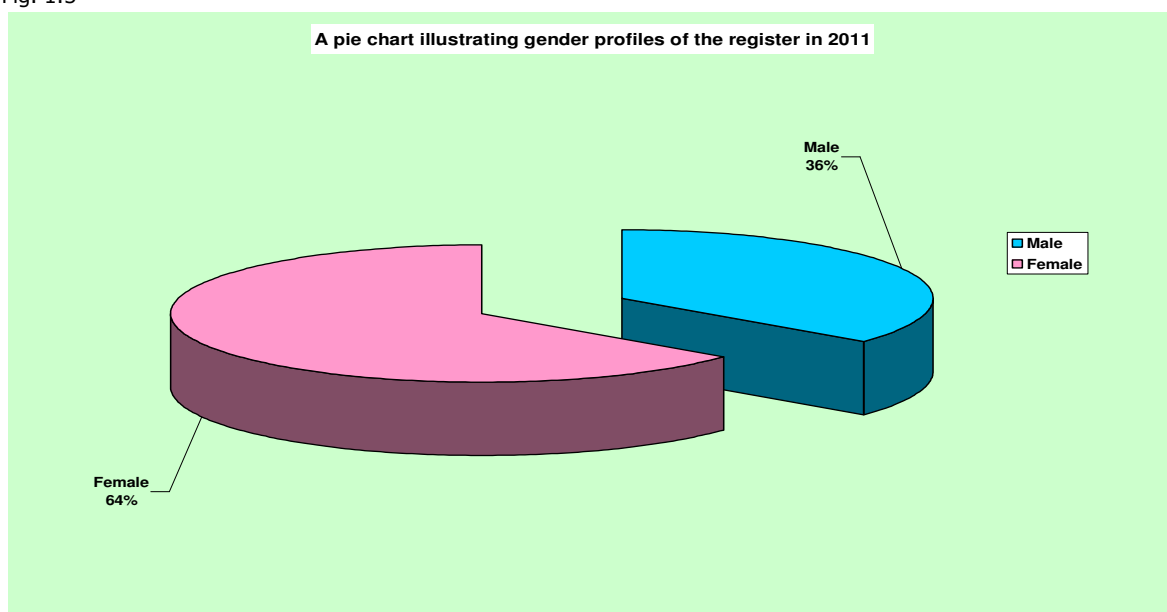
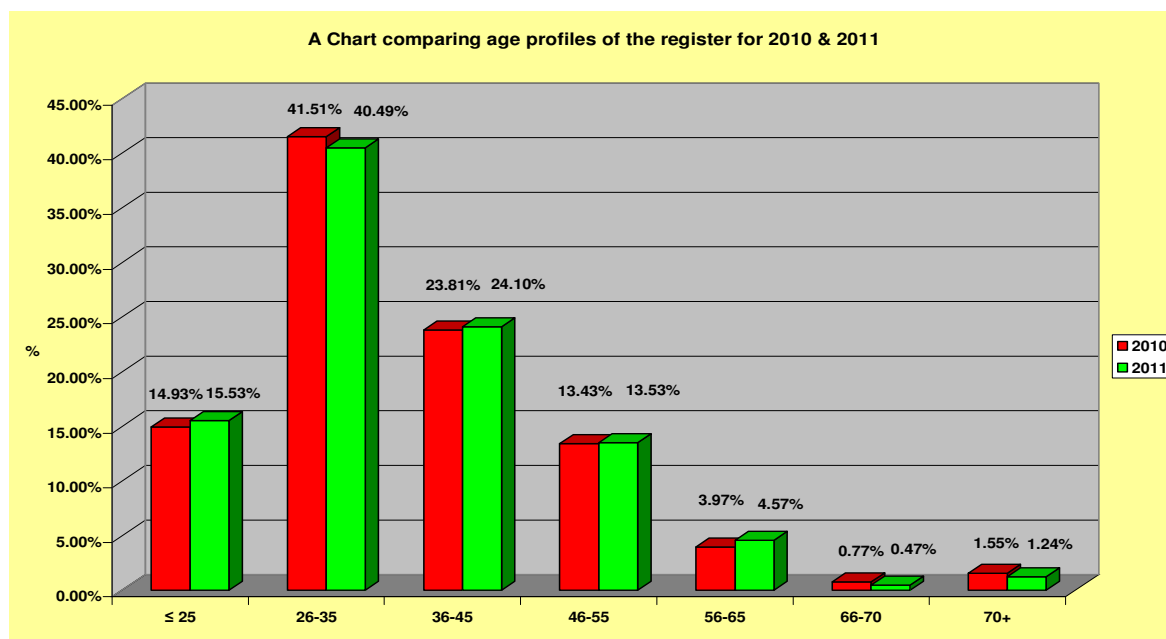


Table 1.3

Age	≤ 25	26-35	36-45	46-55	56-65	66-70	70+
2010	14.93%	41.51%	23.81%	13.43%	3.97%	0.77%	1.55%
2011	15.53%	40.49%	24.10%	13.53%	4.57%	0.47%	1.24%

Fig. 1.6

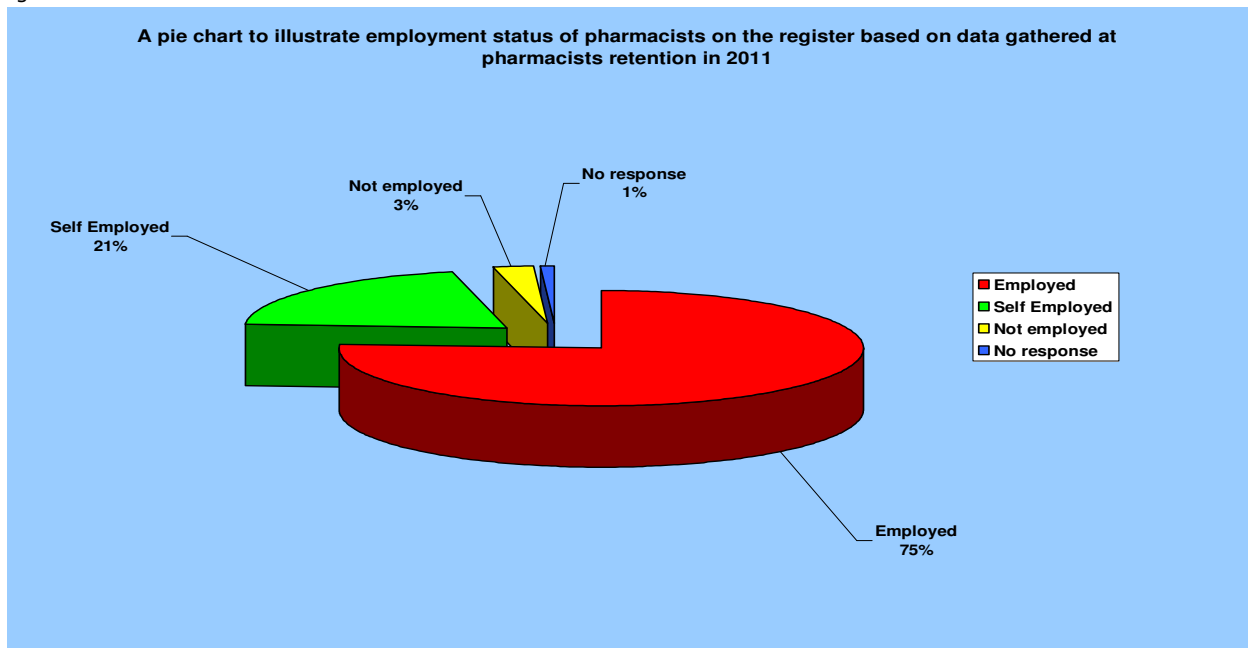


**ii. Employment status**

The employment status of all pharmacists was surveyed at pharmacist retention. 1876 pharmacists responded to this survey.

The graph below displays employment status of pharmacists on the register in June 2011

Fig. 1.7

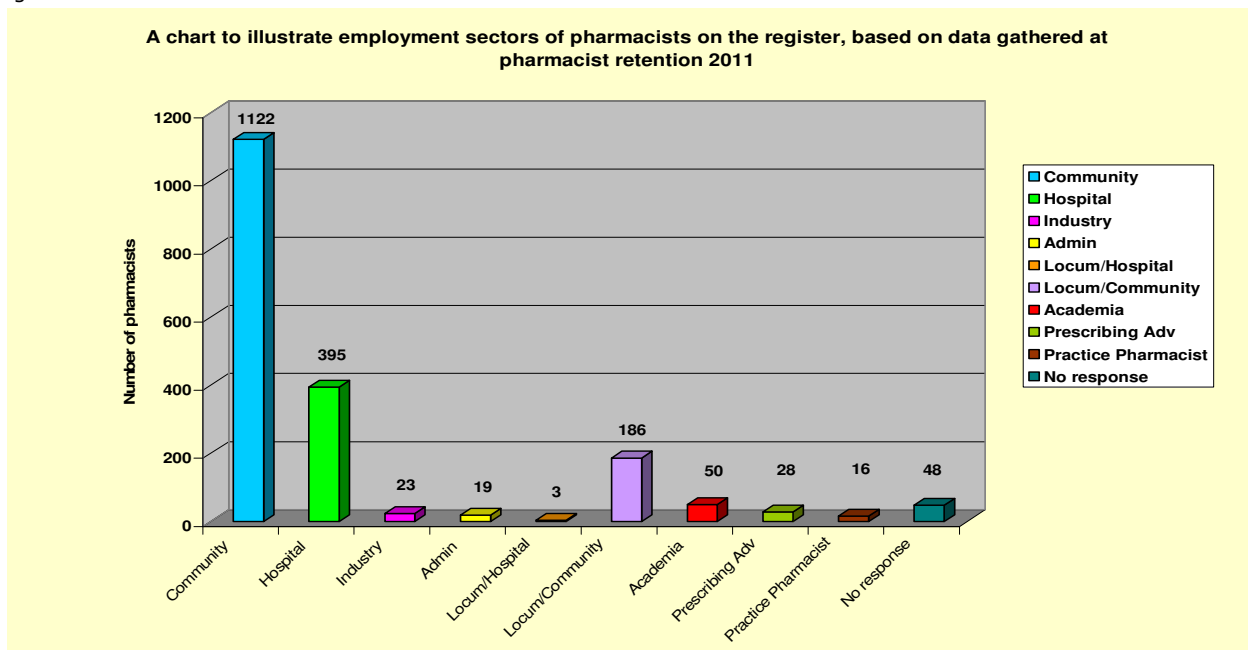


**iii. Employment Sector**

The employment sector of all pharmacists was surveyed at pharmacist retention. 1842 pharmacists responded to this survey.

The graph below displays the employment sector of pharmacists on the register in June 2011

Fig. 1.8

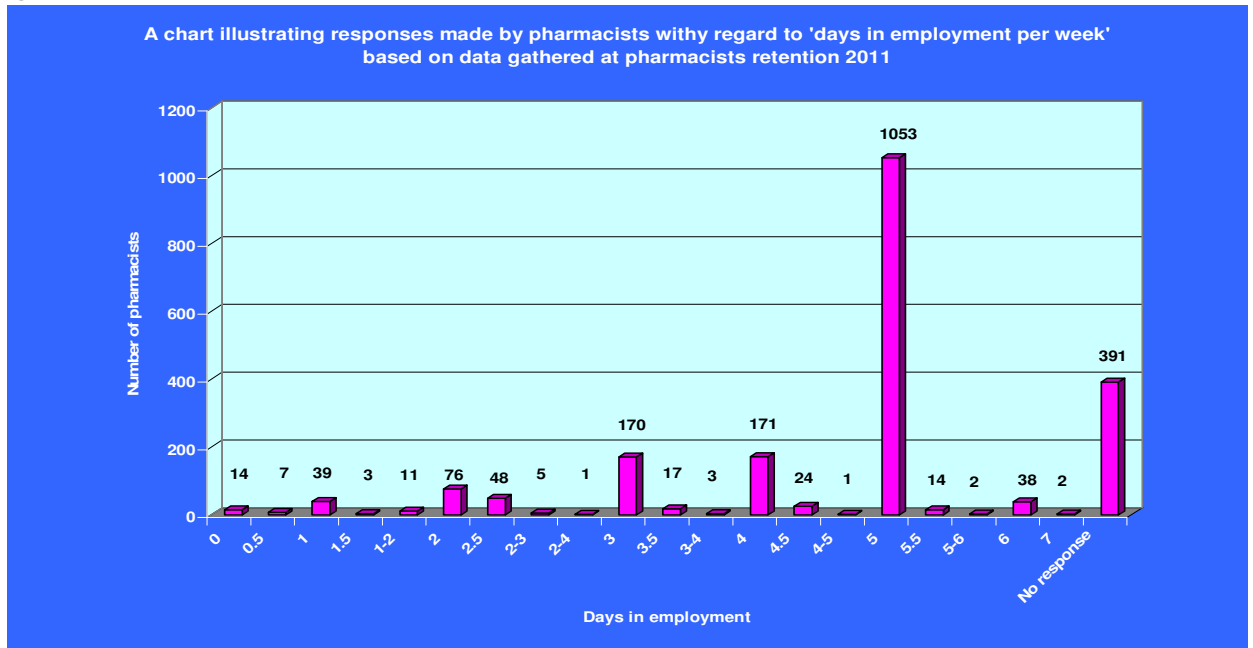


**iv. Days in employment**

'Days pharmacists were employed per week' was also surveyed at pharmacist retention. 1699 pharmacists responded to this survey.

The graph below displays 'Days employed per week' for pharmacists on the register in June 2011

Fig. 1.9



**c) Restoration.**

In 2011 five pharmacists submitted incomplete applications to be restored to the register of pharmaceutical chemists in NI. All five of these incomplete applications were acknowledged on the same of receipt. Ten pharmacists submitted completed applications in 2011. Nine applicants were restored to the register on the same day of submitting completed registration documentation. One of these applicants had been granted restoration by the Statutory Committee and on submission of relevant documentation and payment of fee was restored to the register. One applicant was restored to the register within 2 working days of receipt of completed documentation.

**KPI's Restoration**

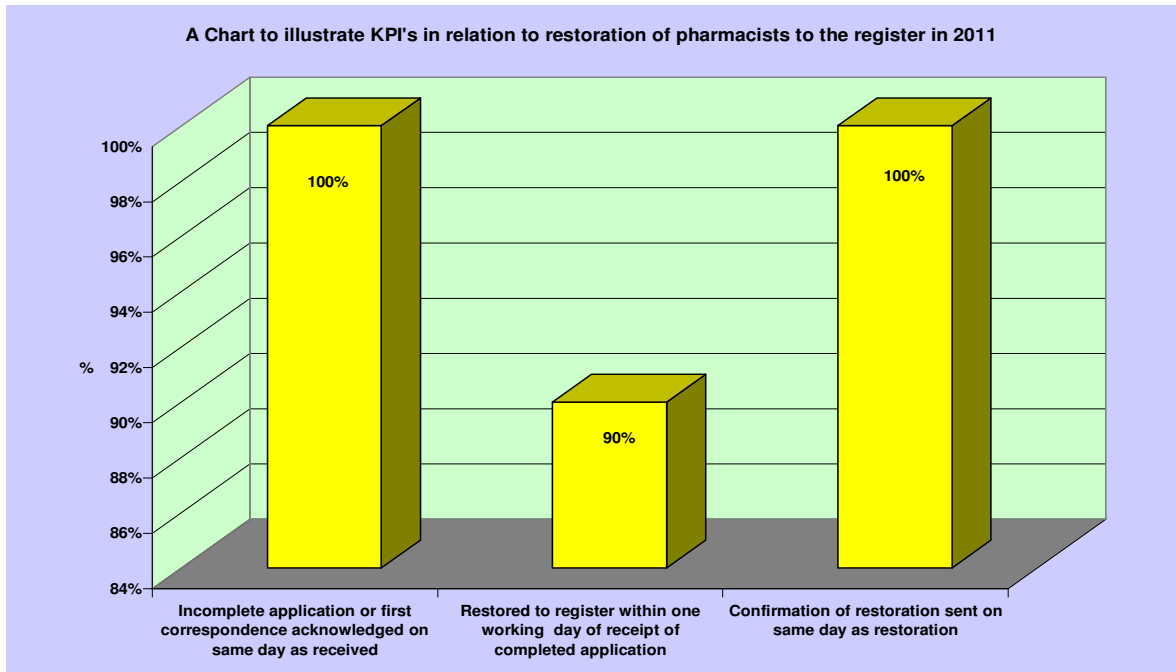
**1. The PSNI will process an application for restoration to the register within one working day of receipt of the application.**

**2. The PSNI will acknowledge an incomplete application for restoration on the same day as receipt.**

**3. The PSNI will confirm restoration in writing on the same day of restoration to the register.**

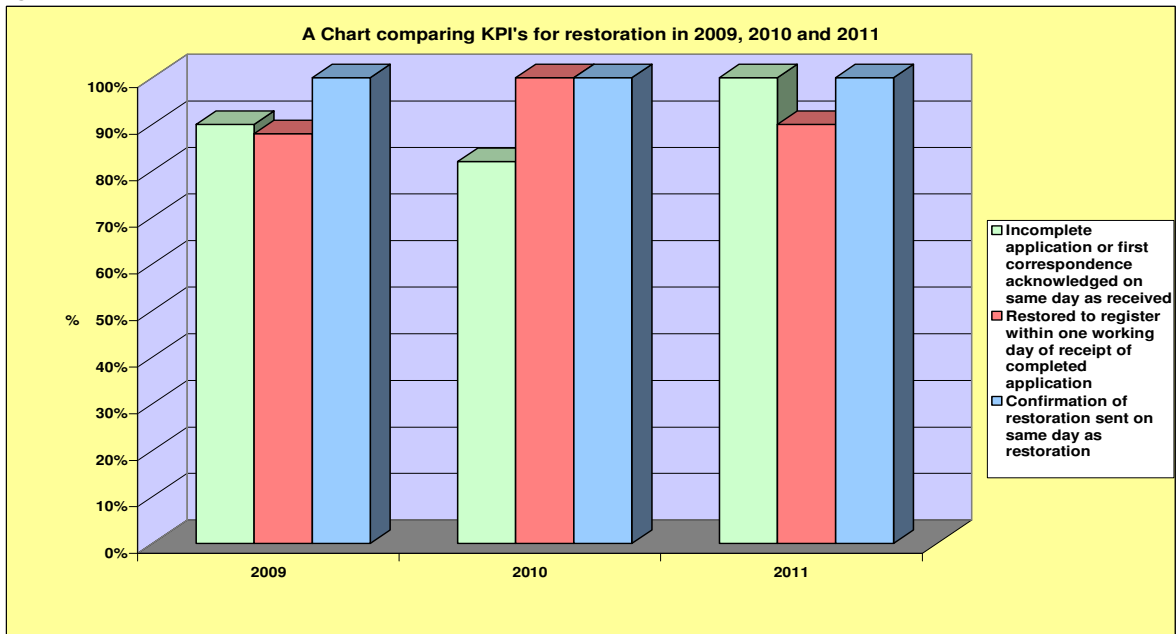
## Performance

The graphs below relate to performance for the process of restoration to the register. The graph below highlights PSNI performance with regard to the targets described above. Fig. 1.10



The graph below compares PSNI performance with regard to the targets described for 2009, 2010 and 2011.

Fig. 1.11



#### **d) Removal.**

The process of removal began on 1<sup>st</sup> July 2011 when a statutory notice was sent to those registrants (179) who had not paid their retention fee, indicating removal on 1<sup>st</sup> September 2011 if the fees were still outstanding as outlined in the Pharmacy (NI) Order 1976. This was followed with courtesy reminder emails in August 2011 and then removal on 1<sup>st</sup> September. A statutory letter was sent by recorded delivery, to all pharmacists who were removed from the register and the notification sent to the Department of Health and Social Services and Public Safety (DHSSPS), Northern Ireland Centre for Pharmacy Learning and Development (NICPLD), and the Health and Social Care Board (HSCB). Notification was also listed publicly on the PSNI's website on 1<sup>st</sup> September 2011 and posted to pharmacists along with the notification of the Annual General Meeting (AGM). The process and timelines are outlined on the PSNI website at the link below.

<http://www.psni.org.uk/documents/878/Gantt+Chart+displaying+annual+retention+for+Pharmacists+2011.pdf>

The importance of checking the register is presented to pharmacists by letter at pharmacist retention on the register and to employers within the premises retention forms posted out annually at the start of December. Within the premises retention mail out in December 2010, Pharmacy owners and Superintendents were asked "how often do you check the registrations status of employed pharmacists?". They were requested to state whether they checked their employee's registration status, "Annually", "When first employed" or "Not at all". The response rate for this particular survey was 85% (approximately 465 pharmacies). The results of this survey were as follows:

Table 1.4

<b>How often?</b>	<b>Annually</b>	<b>When first employed</b>	<b>Not at all</b>
<b>Response rate 2011- 85%</b>	<b>45%</b>	<b>50%</b>	<b>3%</b>

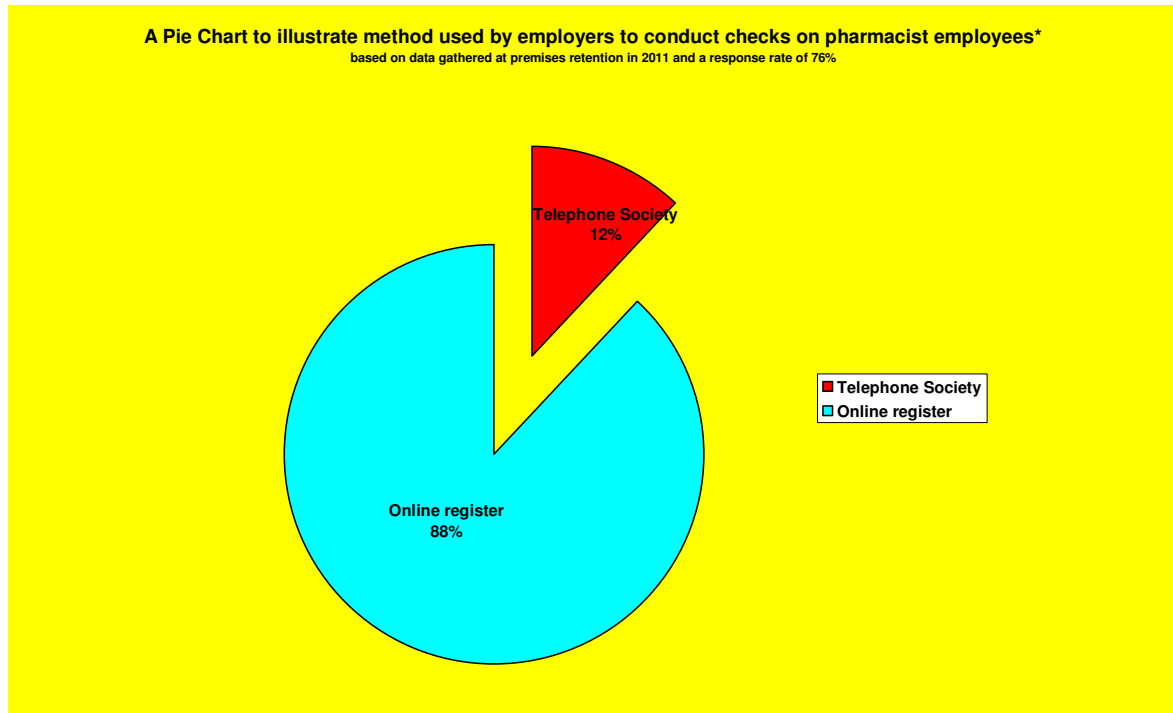
The PSNI subsequently wrote to those employers who had stated that they do not conduct registration checks on employees, seeking assurances in that regard. All of the employers written to responded outlining the process for checking now in place.

The PSNI had also surveyed employers with regard to how the registration checks were conducted. The response rate for this particular survey was 76% (approximately 413 pharmacies). The results of this survey were as follows:

Table 1.5

Method of checking	Telephone Society	Online register
Response rate 2011 - 76%	12%	88%

Fig. 1.12



#### **e) Issue of Certificates of Current Professional Status to Pharmacists registered in NI.**

In 2011, 186 Certificates of current professional status were issued for registrants/former registrants to other competent authorities.

All certificates were issued within 5 working days of receipt of a completed application. Certificates posted directly from the PSNI to the relevant body and where possible an email copy is sent. All registrants/former registrants were posted a confirmation of completion of the certificate on the same day the certificate was sent.

#### **KPI's Certificates of current professional status**

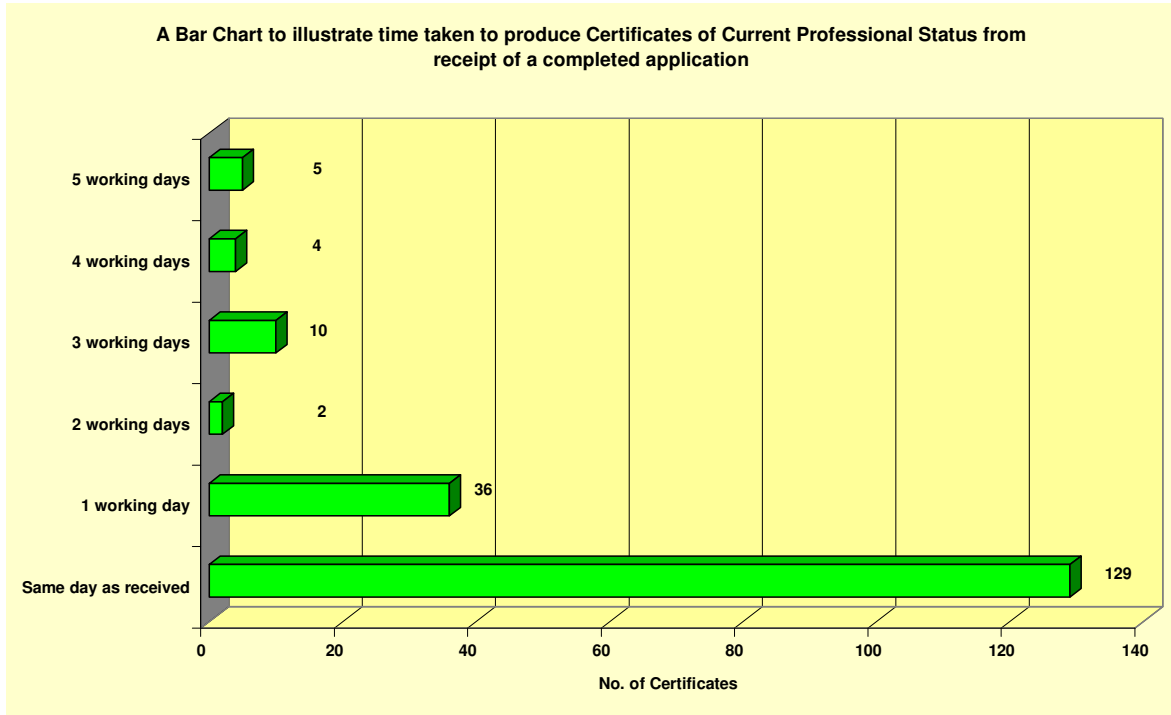
**1. The PSNI will process an application for a certificate of current professional status within 5 working days of receipt.**

**2. The PSNI will send written confirmation to applicant that the certificate has been completed and sent on the same day that it is posted to the competent authority.**

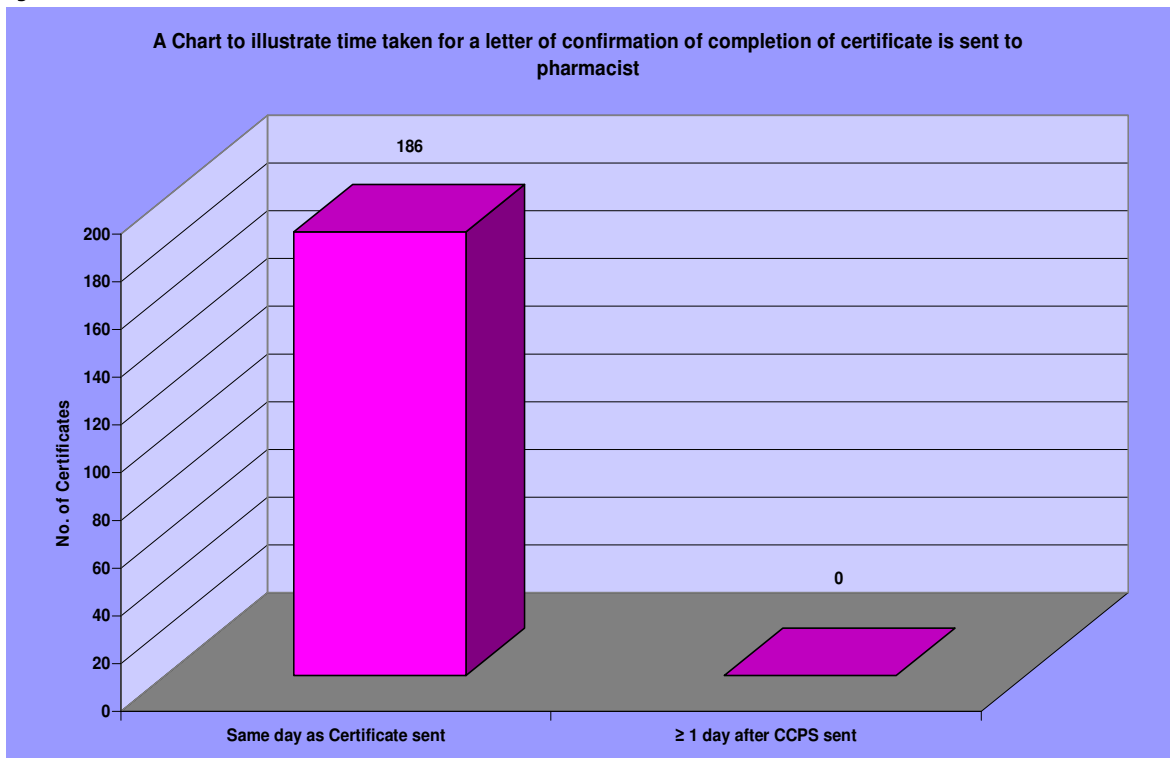
## Performance

The graphs below relate to performance for the process of producing certificates of current professional status for the export of pharmacists from Northern Ireland to other competent authorities.

The graph below highlights PSNI performance with regard to target no. 1 described above.  
Fig. 1.13

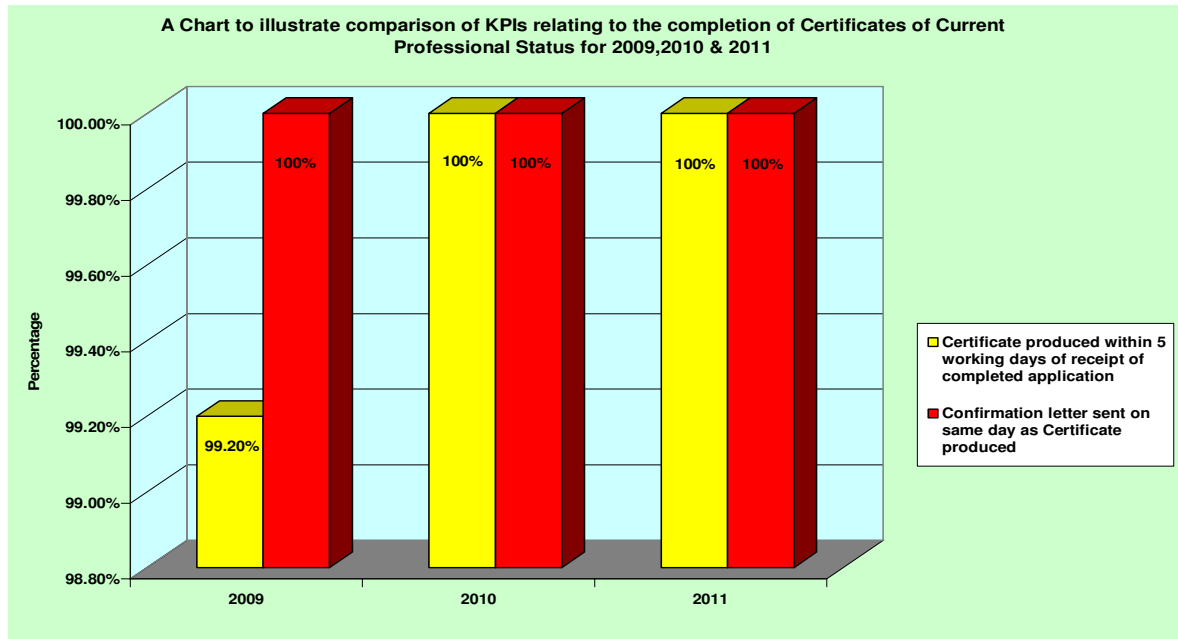


The graph below highlights PSNI performance with regard to target no. 2 described above.  
Fig. 1.14



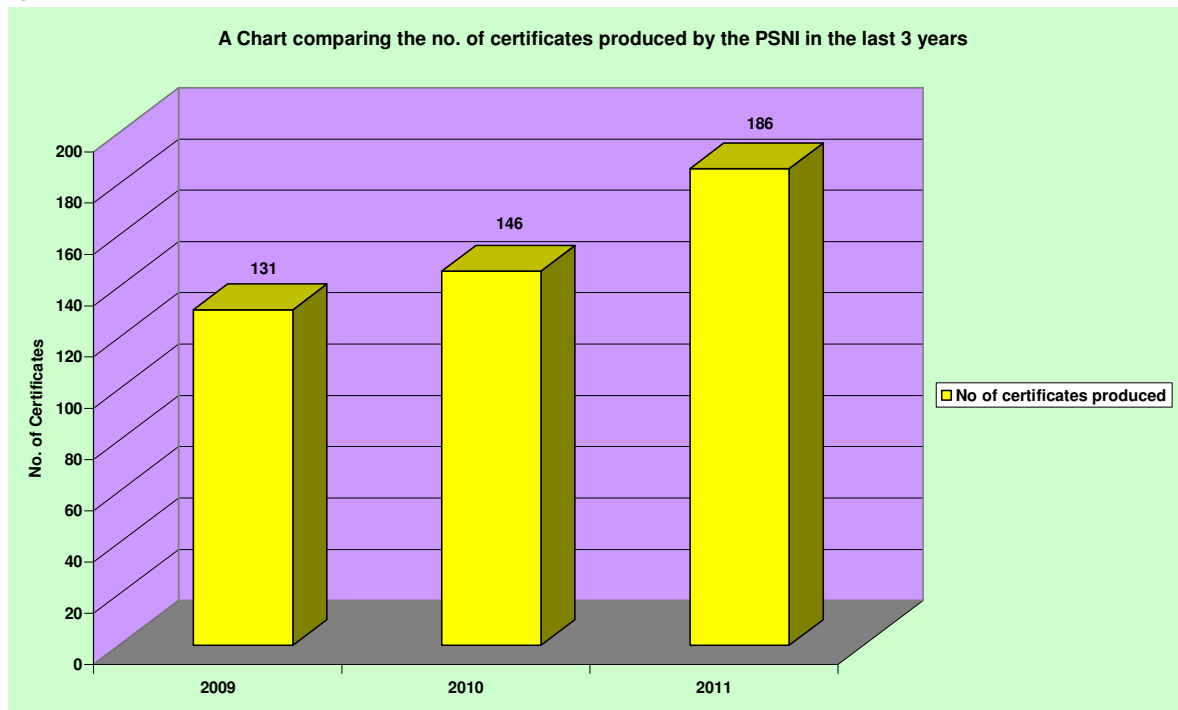
The graph below compares PSNI performance with regard to the process of producing Certificates of current professional status for 2009, 2010 & 2011.

Fig. 1.15



Due to the current economic climate in Northern Ireland, the PSNI is increasingly an exporter of pharmacists. The graph below highlights the trends for exportation with the increase of certificates of current professional status produced over the last 3 years.

Fig. 1.16

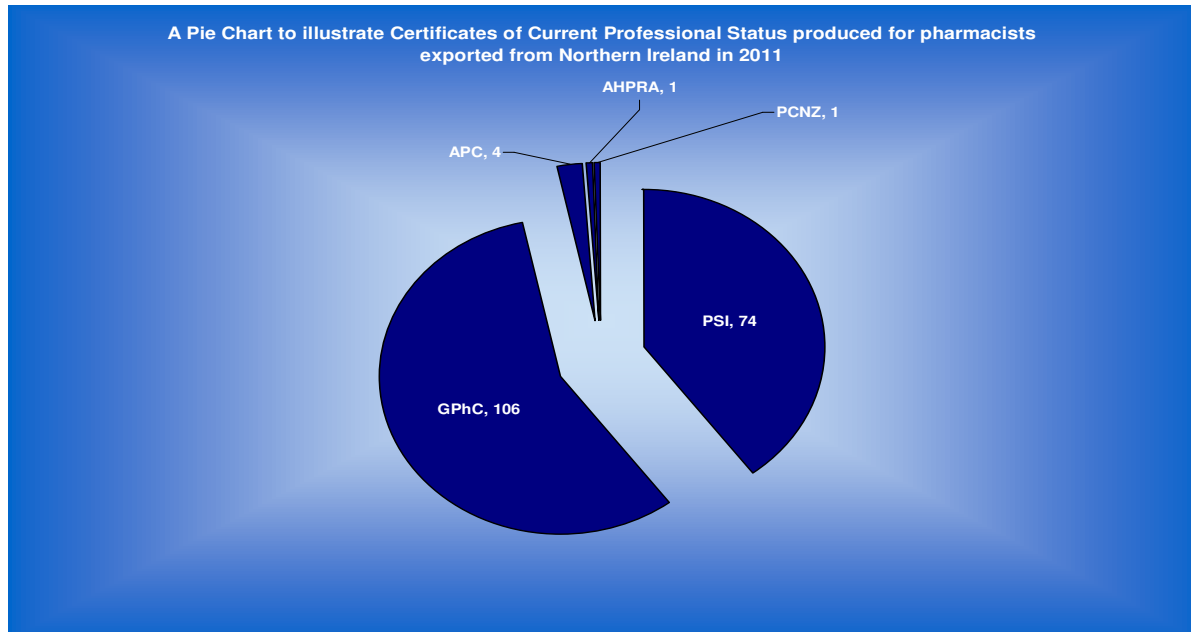


The graph and table below highlight the destination of those certificates produced in 2011.

Table 1.6

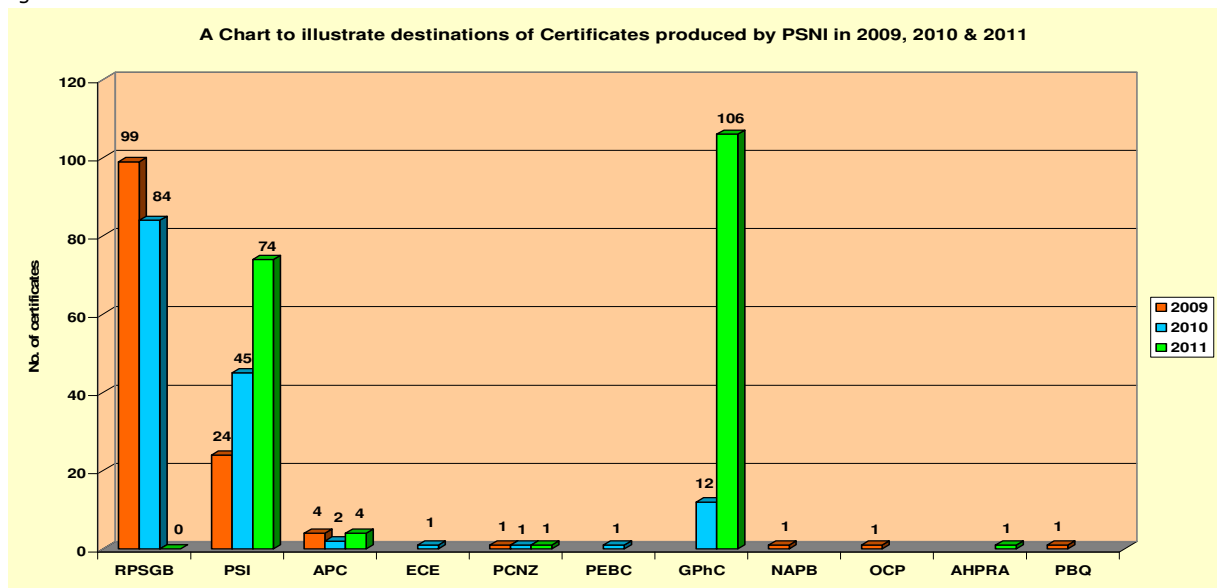
Competent Authority	Full Name
PSI	Pharmaceutical Society of Ireland
GPhC	General Pharmaceutical Council
APC	Australian Pharmacy Council
AHPRA	Australian Health Practitioner Regulation Agency
PCNZ	Pharmacy Council of New Zealand

Fig. 1.17



The graph below highlights the destination of those certificates produced over the last 3 years.

Fig. 1.18



**f) Pharmacist prescribers.**

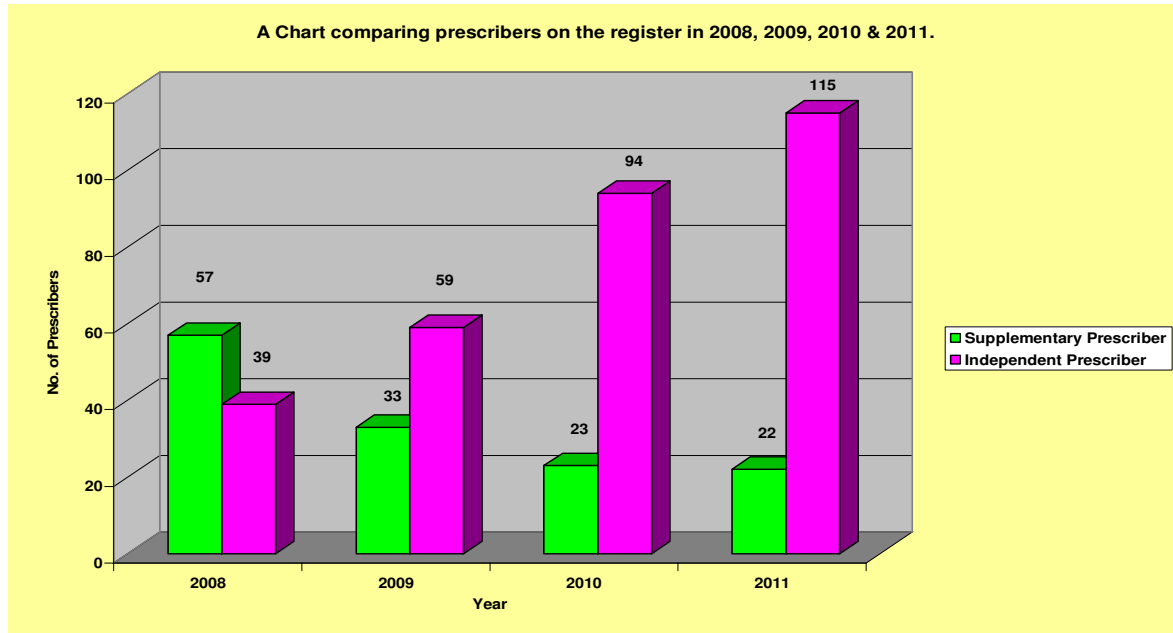
In 2011 there were 115 registered Independent Prescribers and 22 registered Supplementary Prescribers on the pharmacist register. All newly registered prescribers are presented with a certificate within 28 days of registering.

The table and graph below highlight trends with regard to pharmacist prescribers on the register over the last 4 years.

Table 1.7

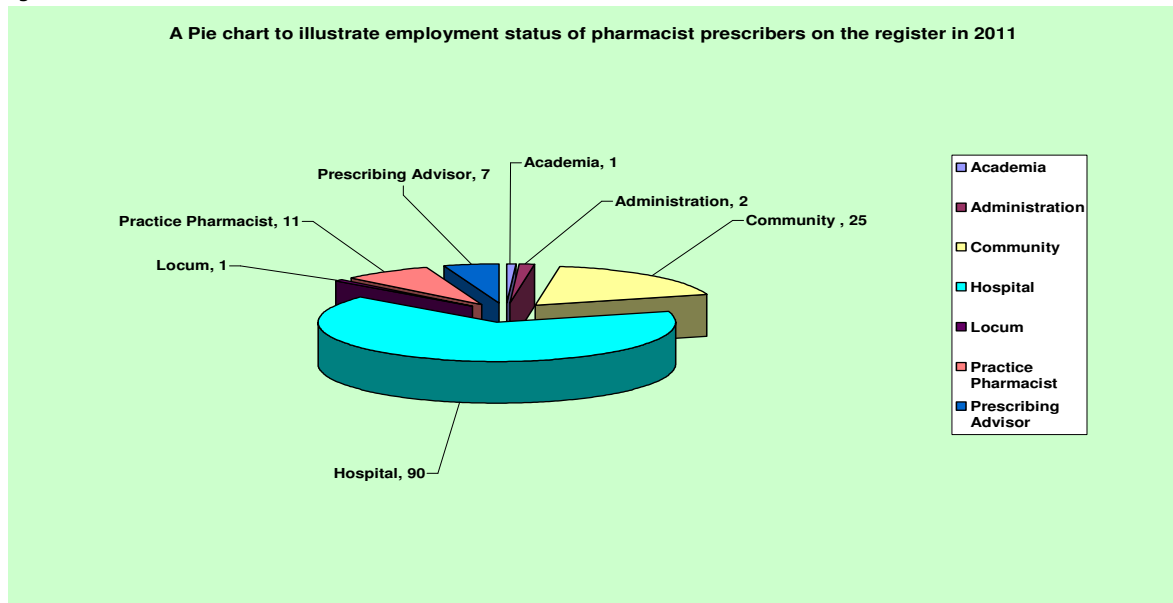
	2008	2009	2010	2011
<b>Supplementary Prescriber</b>	<b>57</b>	<b>33</b>	<b>23</b>	<b>22</b>
<b>Independent Prescriber</b>	<b>39</b>	<b>59</b>	<b>94</b>	<b>115</b>

Fig. 1.19



The graph below highlights employment status of pharmacist prescribers on the register in 2011.

Fig. 1.20



## 2) Registration of premises.

### a) New premises registered.

In 2011, ten new pharmacy premises were registered. Six of these newly opened pharmacy premises involved the relocation of already registered pharmacies to new premises. There were four new premises opened. All newly registered premises were sent confirmation of this registration on the date of registration. The online register was always amended accordingly on the date of registration.

### b) Temporary.

In 2011, two temporary pharmacy premises were registered.

### c) Removal.

There were no premises removed in April 2011 for non payment of fees

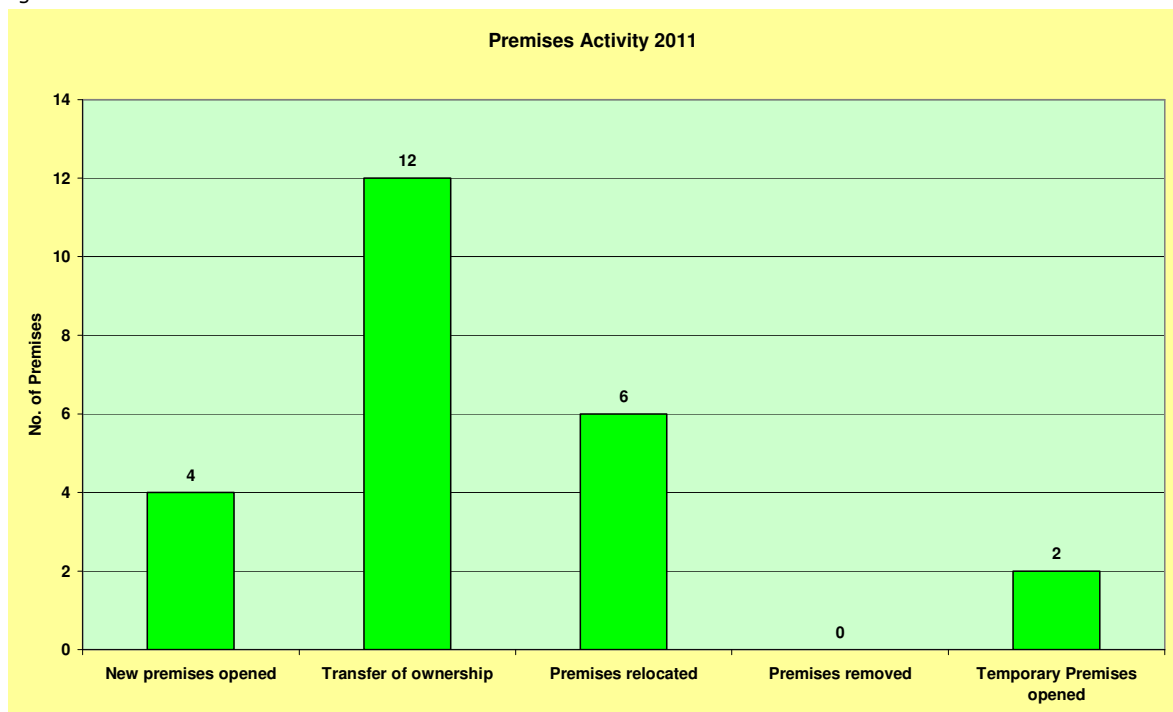
### d) Transfer of ownership.

The PSNI facilitated the transfer of ownership of twelve pharmacies in 2011.

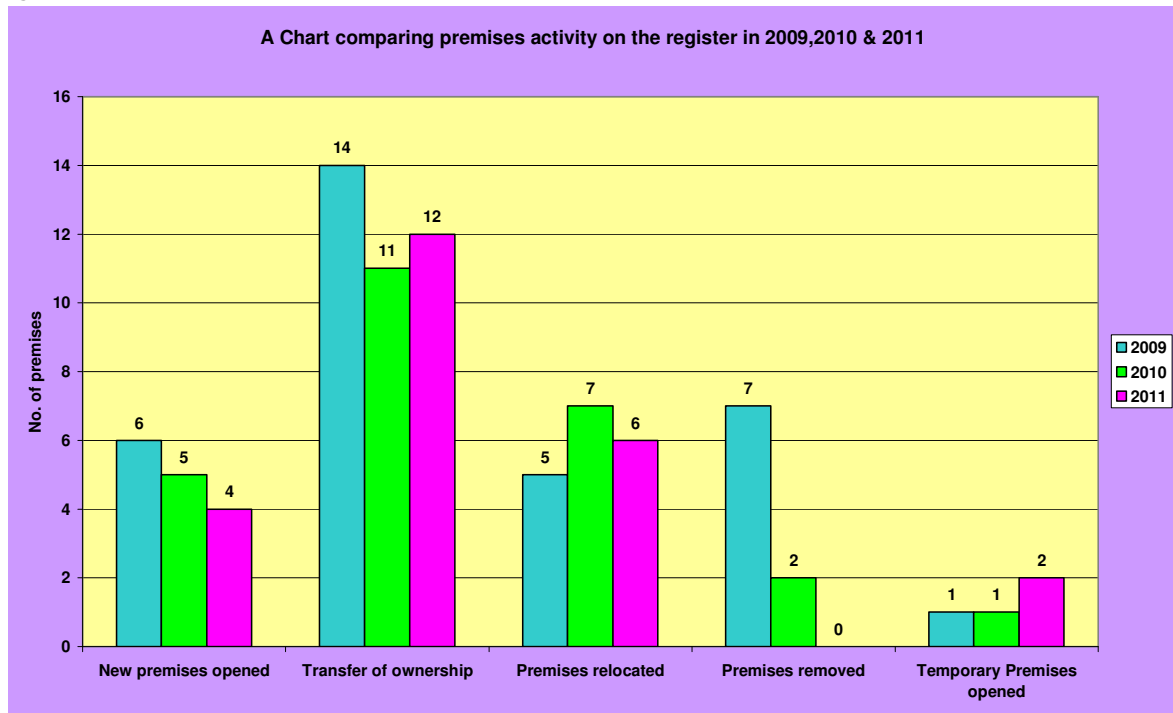
### Activity

The graph below highlights premises registration activity in 2011.

Fig. 2.1



The graph below compares premises registration activity for 2009, 2010 & 2011.  
Fig. 2.2



#### e) Renewal.

The annual renewal of premises registration was initiated on 14th October 2010 and 543 forms were sent to pharmacies on 26<sup>th</sup> November 2010. From 2<sup>nd</sup> December 2010 to 31<sup>st</sup> January 2011, 517 (95% of registered pharmacy premises) forms were processed recording details of owner and pharmacist in personal control. Staff details were also recorded for each pharmacy and checks made against the pharmacist register as a further quality assurance measure.

26 (5% of registered premises) pharmacies received statutory notices on 31<sup>st</sup> January 2011 advising of potential removal of premises from the register on 1<sup>st</sup> April 2011 for non payment of fees.

All premises had paid by 8<sup>th</sup> April 2011.

The process and timelines are outlined on the PSNI website at the link below.

<http://www.psni.org.uk/documents/788/Gantt+chart+displaying+annual+retention+for+Premises+2011.pdf>

Tracy Donnelly  
Registration Coordinator

Brendan Kerr FPSNI  
Registrar

## **Glossary of Terms**

**CHRE** – Council for Healthcare Regulatory Excellence

**KPI** – Key Performance Indicator

**DHSSPS**- Department of Health, Social Services and Public Safety in Northern Ireland

**HSCB** – Health and Social Care Board Northern Ireland

**CCPS** – Certificate of current professional status

**PSNI** – Pharmaceutical Society of Northern Ireland

**EEA** – European Economic Area

**GB** – Great Britain

**AURE** – Alliance of UK Health Regulators on Europe

**PSI** – Pharmaceutical Society of Ireland

**FTP** – Fitness to practise

**CA** – Competent Authority

**CPD** – Continuing Professional Development

**GPhC** – General Pharmaceutical Council

**CRB** – Criminal Records Bureau

**MHRA** – Medicines and Healthcare products Regulatory Authority

**IP** – Independent Prescriber

**SP** – Supplementary Prescriber

**HPSS** – Health and Personal Social Services Trusts in Northern Ireland

**PPS** – Public Prosecution Service

Published on

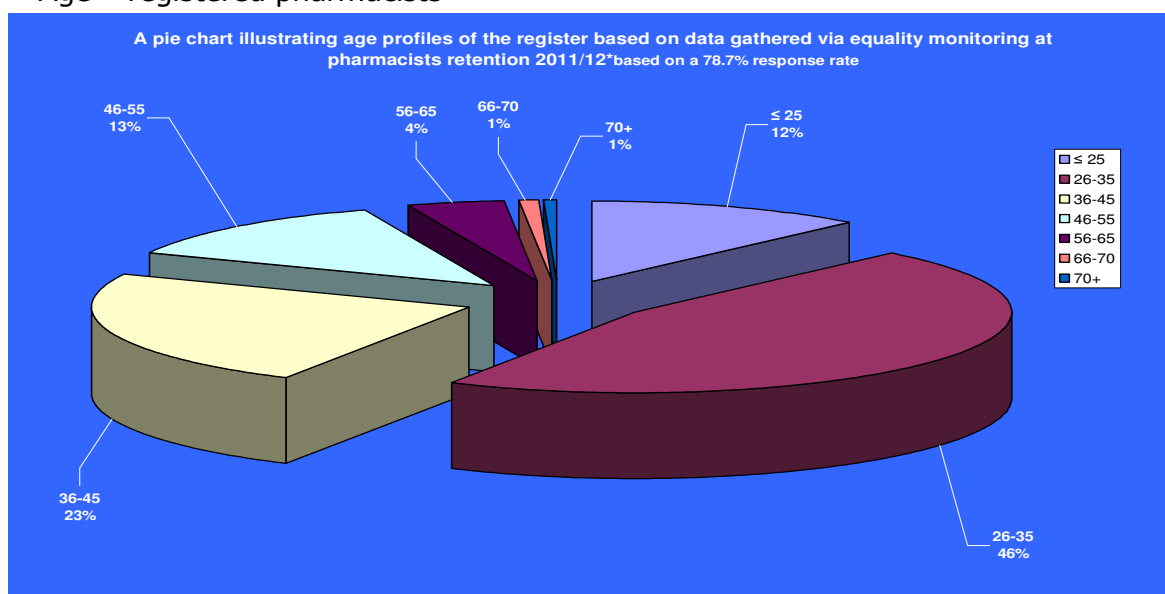
## **APPENDICES**

### **1. Equality Monitoring data**

Data obtained from voluntary submission of equality monitoring forms by registrants of the Pharmaceutical Society is displayed below. The data is not linked to any individual registrant and so it is not possible to undertake like for like comparisons with last years returns. It is true to say that the response has increased from 73.3 % to 78.7 %.

The following data relates to data gathered at pharmacist retention on the register in 2011.

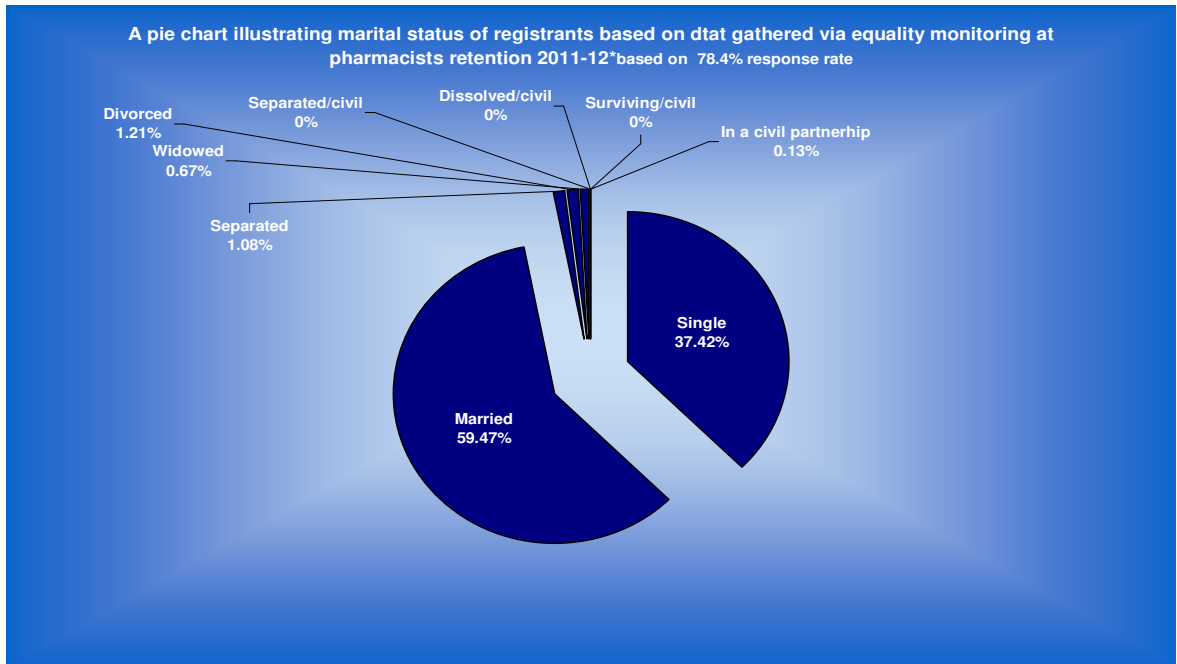
#### **i. Age – registered pharmacists**



#### **ii. Gender – registered pharmacists**



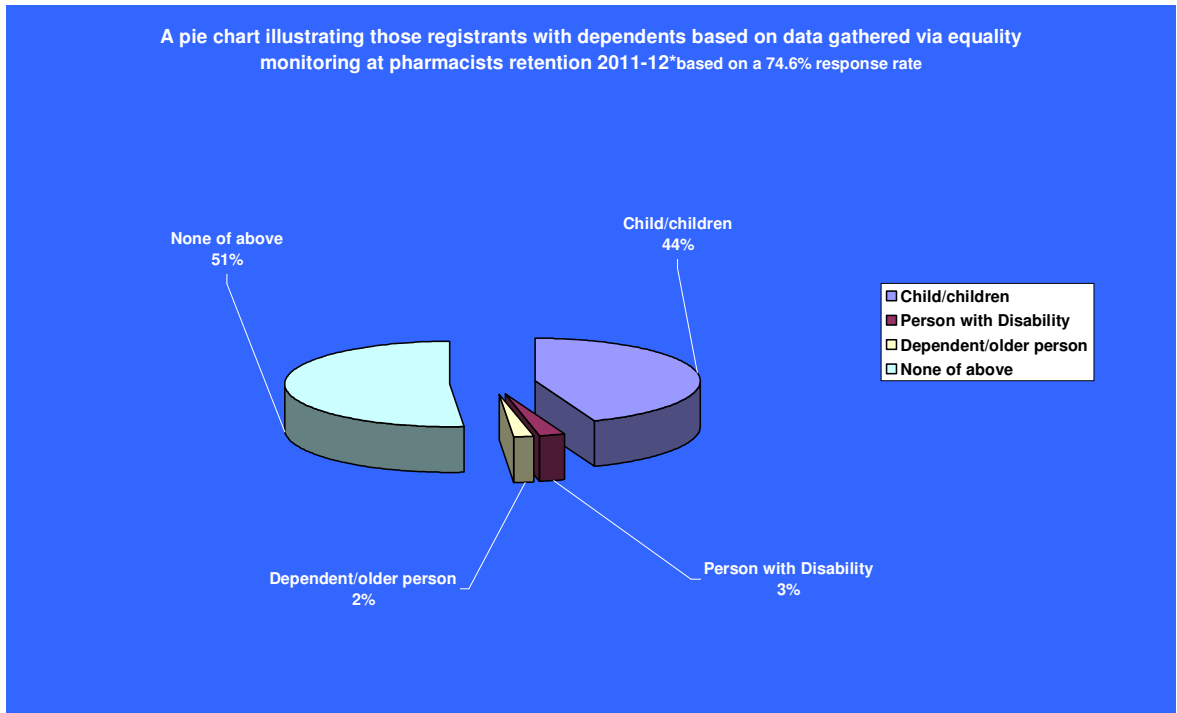
iii. Marital status – registered pharmacists



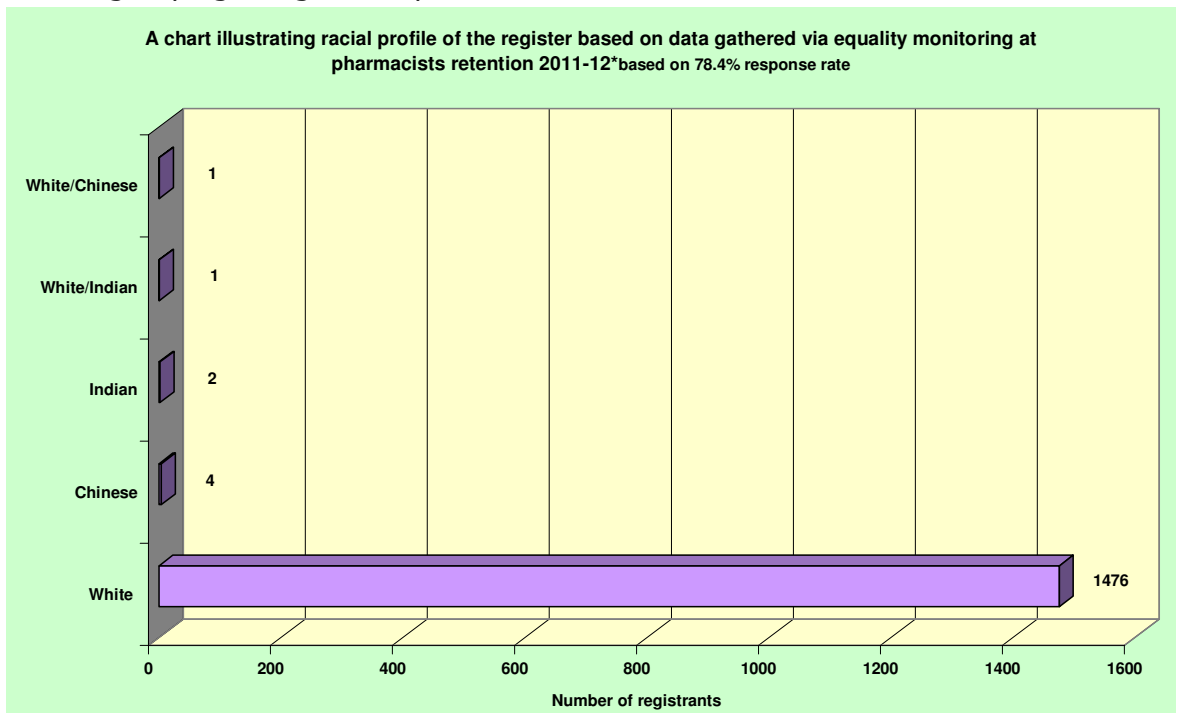
iv. Disability – registered pharmacists



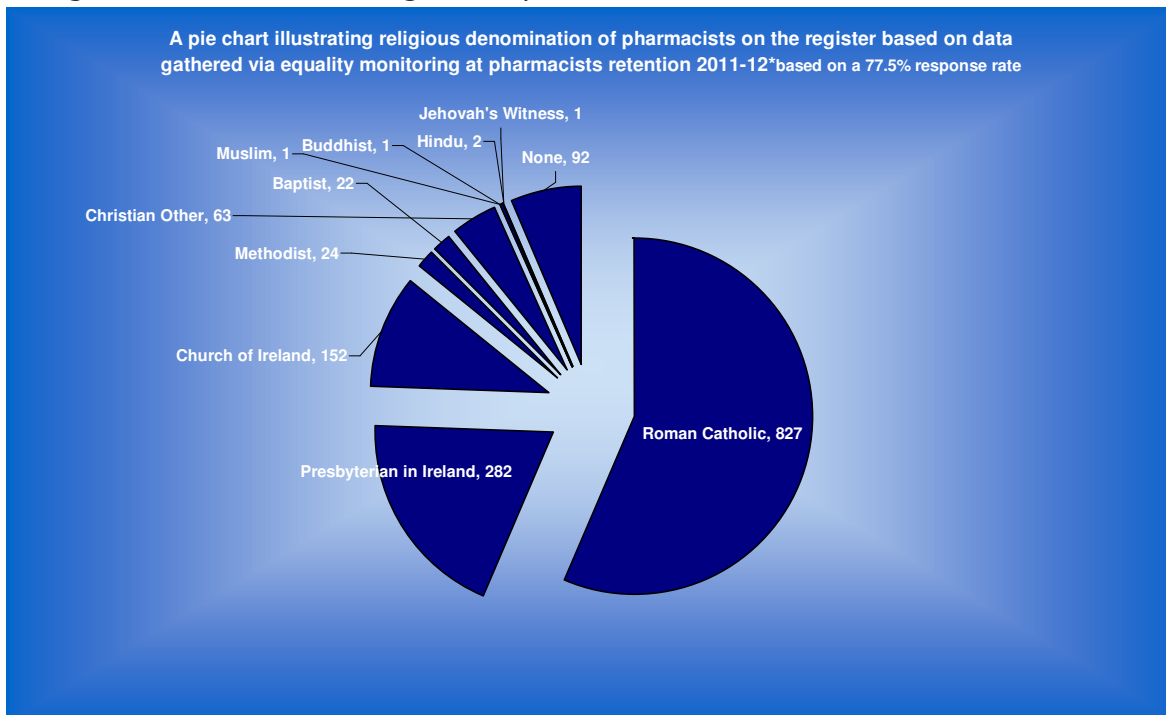
v. Dependents- registered pharmacists



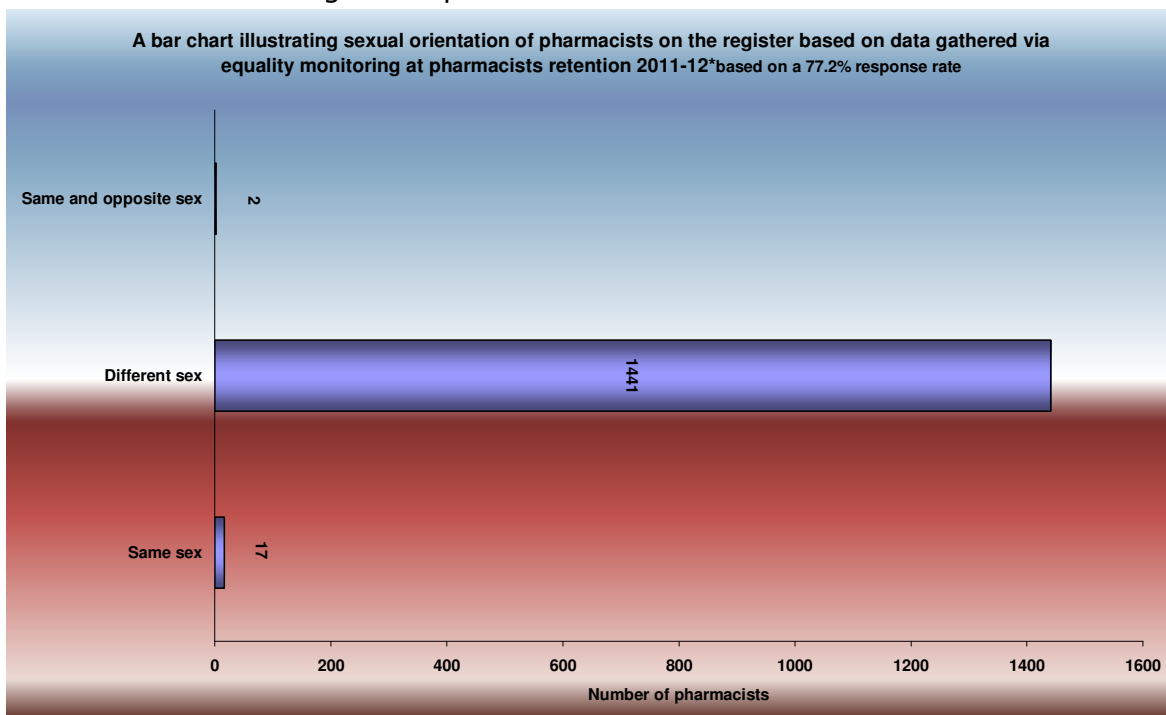
vi. Racial grouping – registered pharmacists



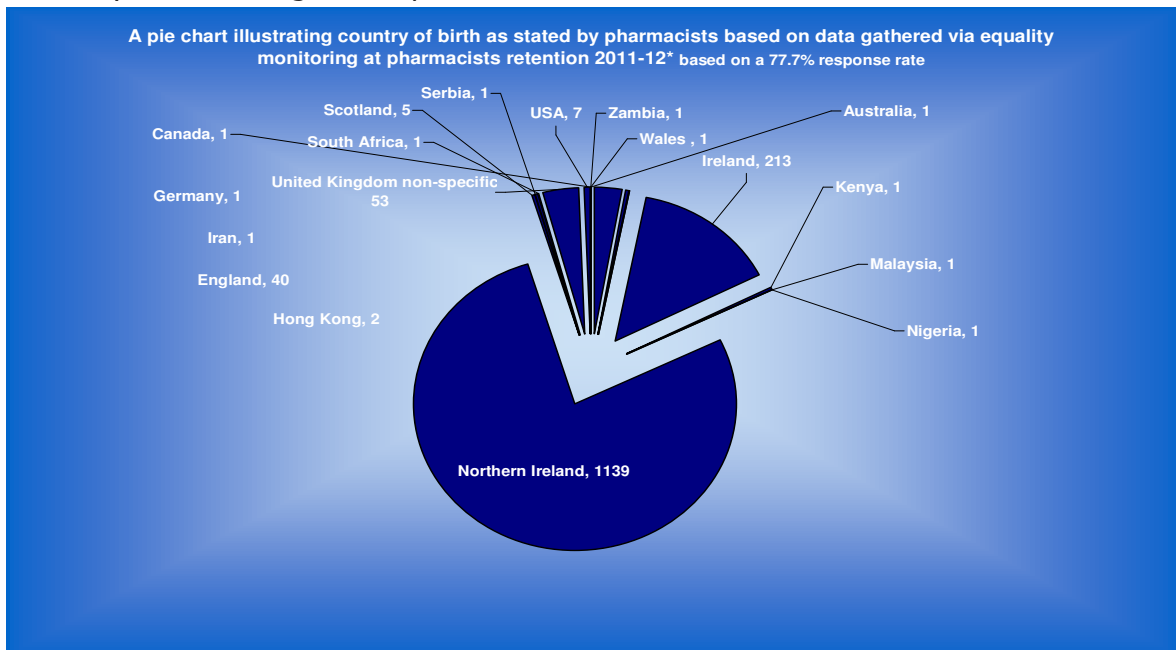
vii. Religious denomination – registered pharmacists



viii. Sexual orientation – registered pharmacists

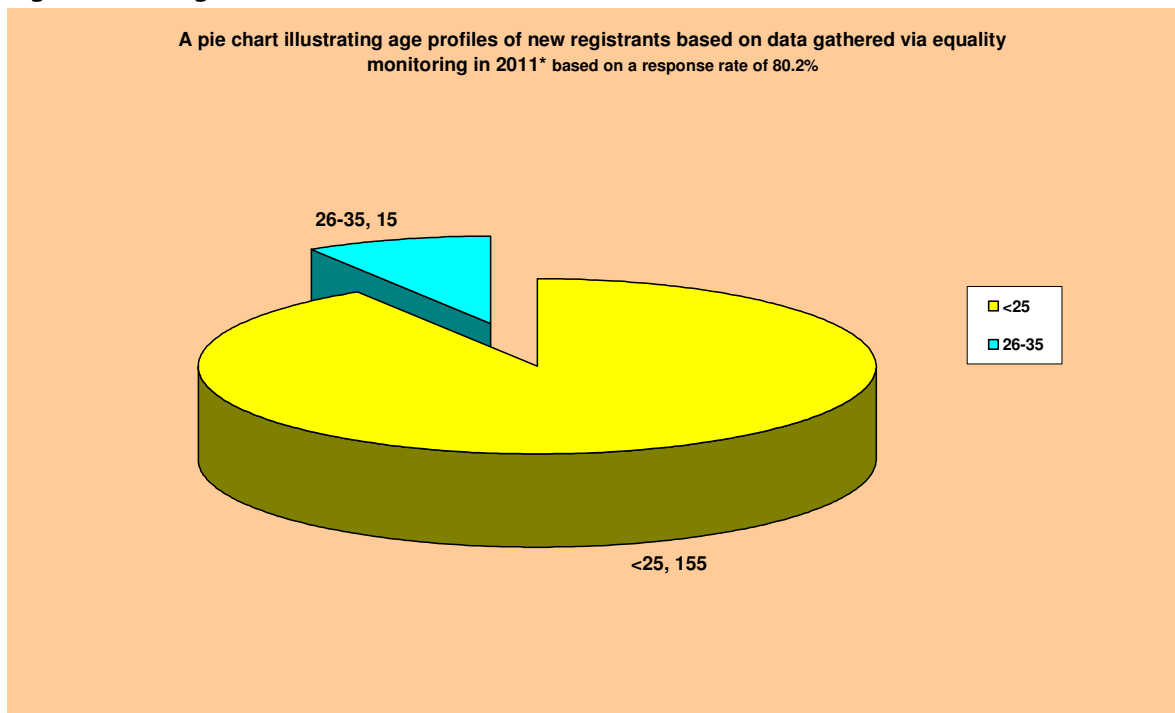


ix. Country of birth –registered pharmacists



The following data relates to data gathered at initial registration on the register in 2011.

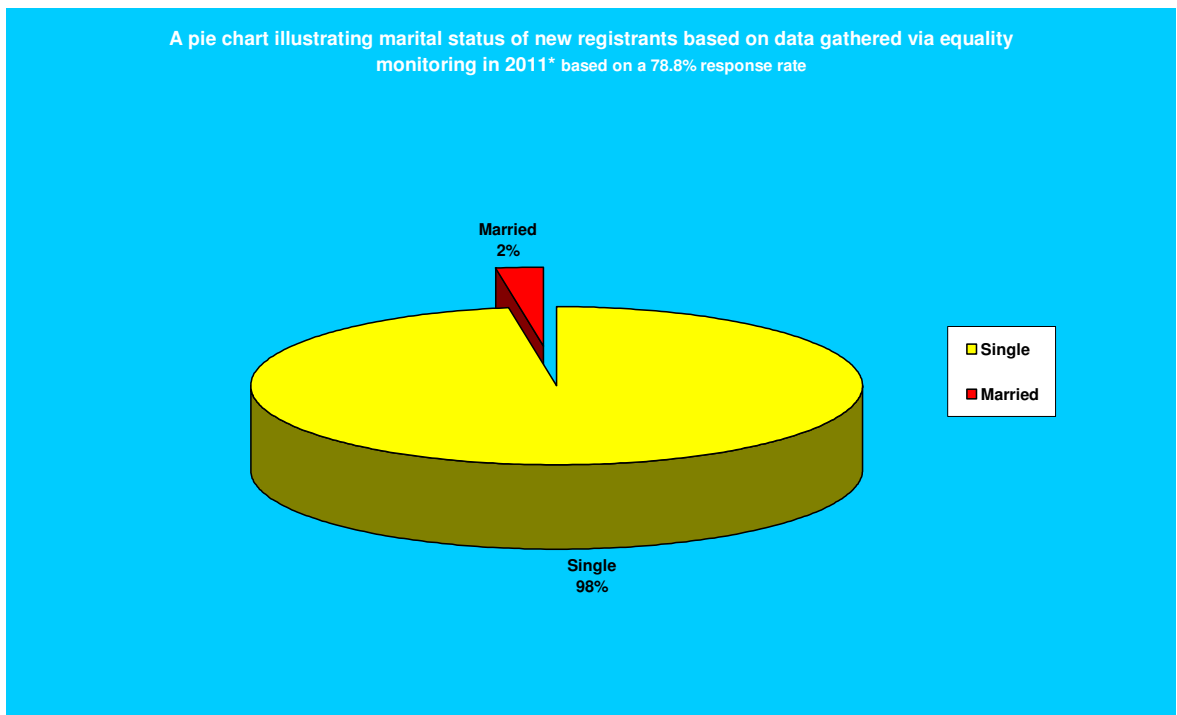
x. Age – new registrants



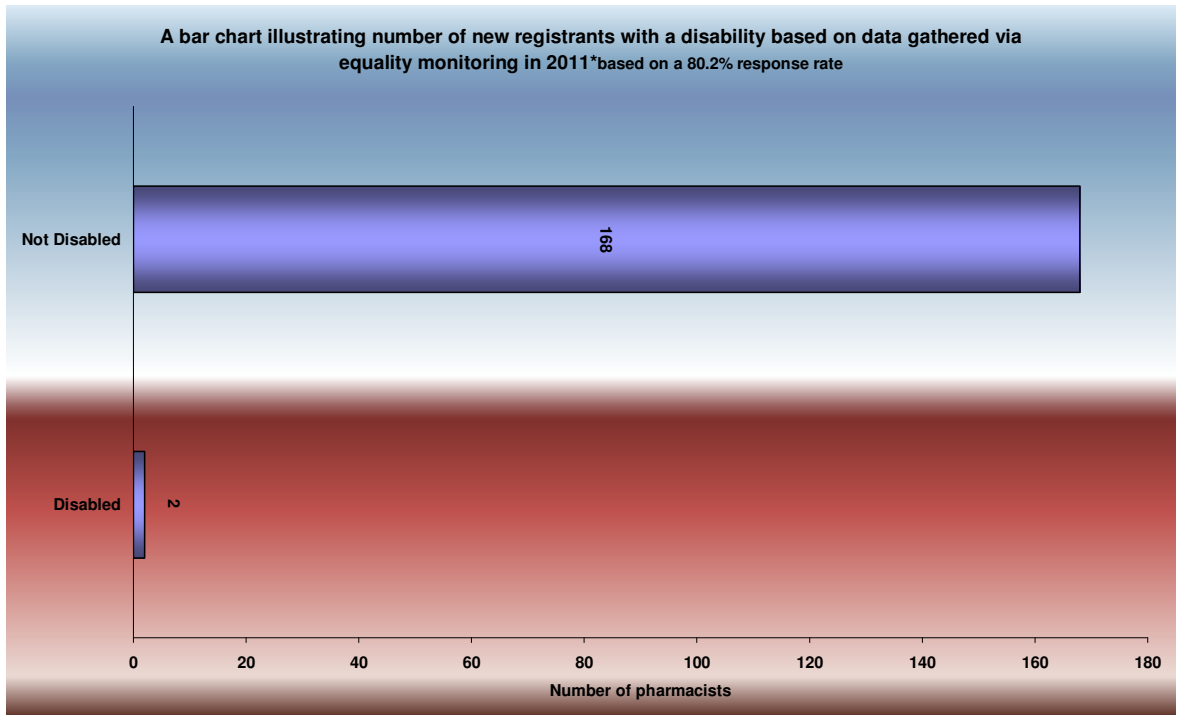
xi. Gender- new registrants



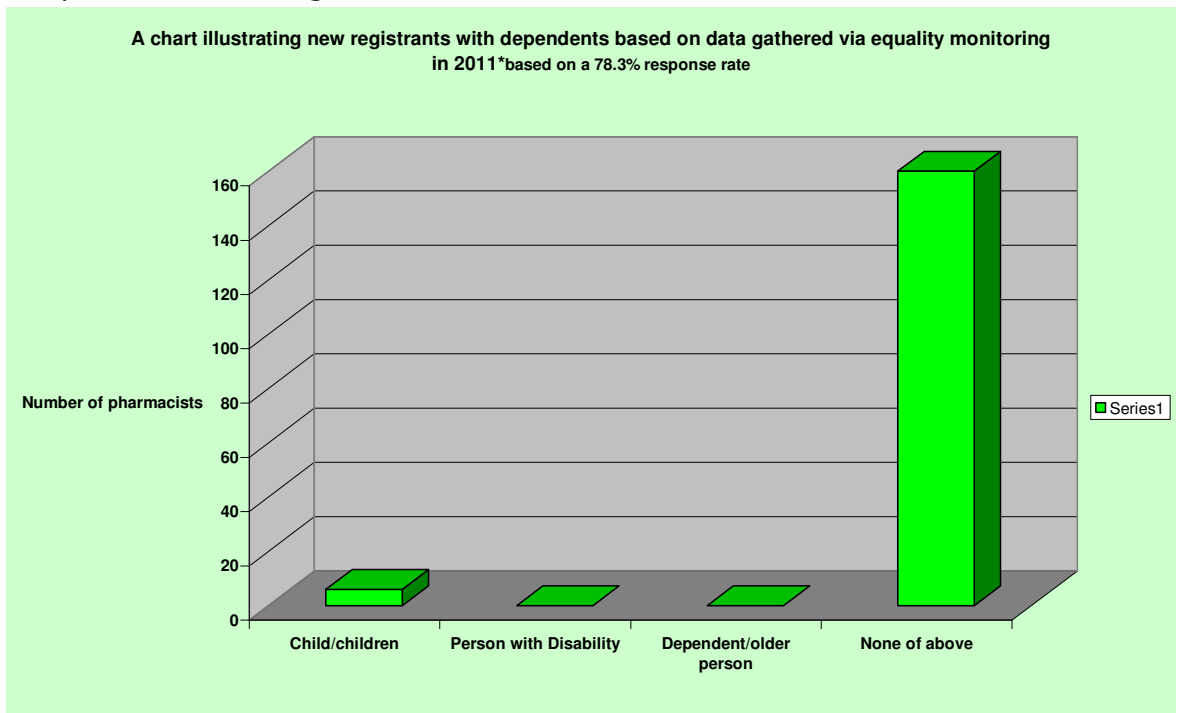
xii. Marital status- new registrants



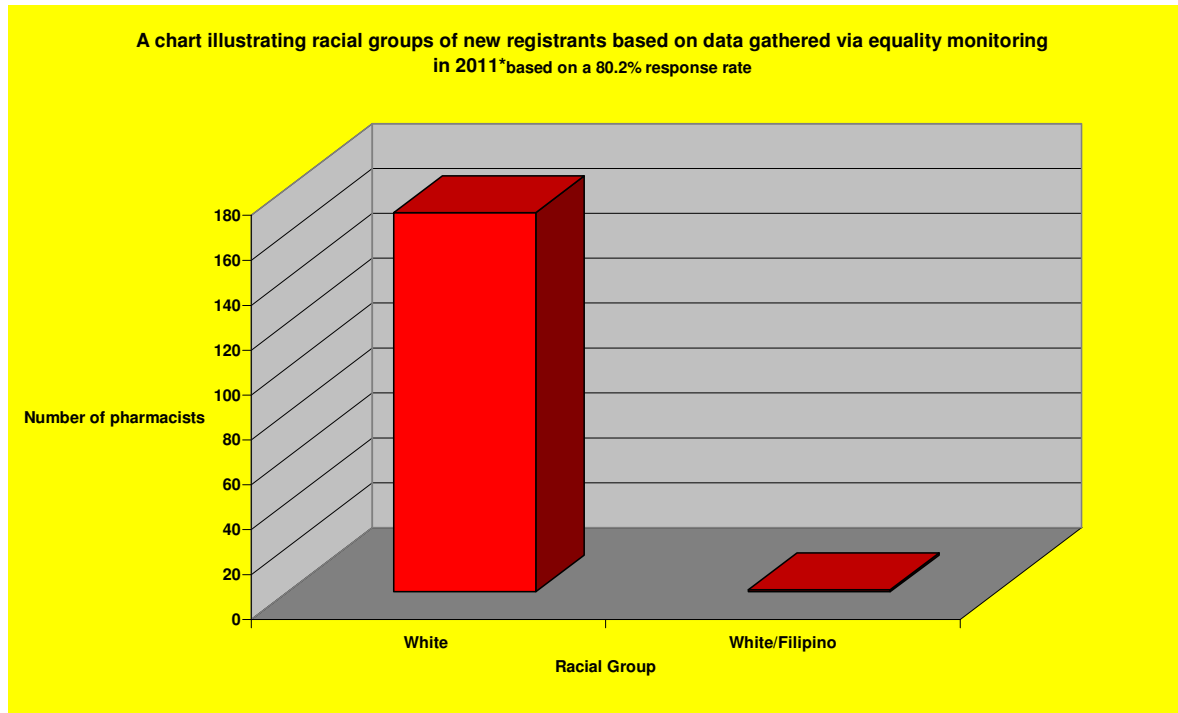
xiii. Disability– new registrants



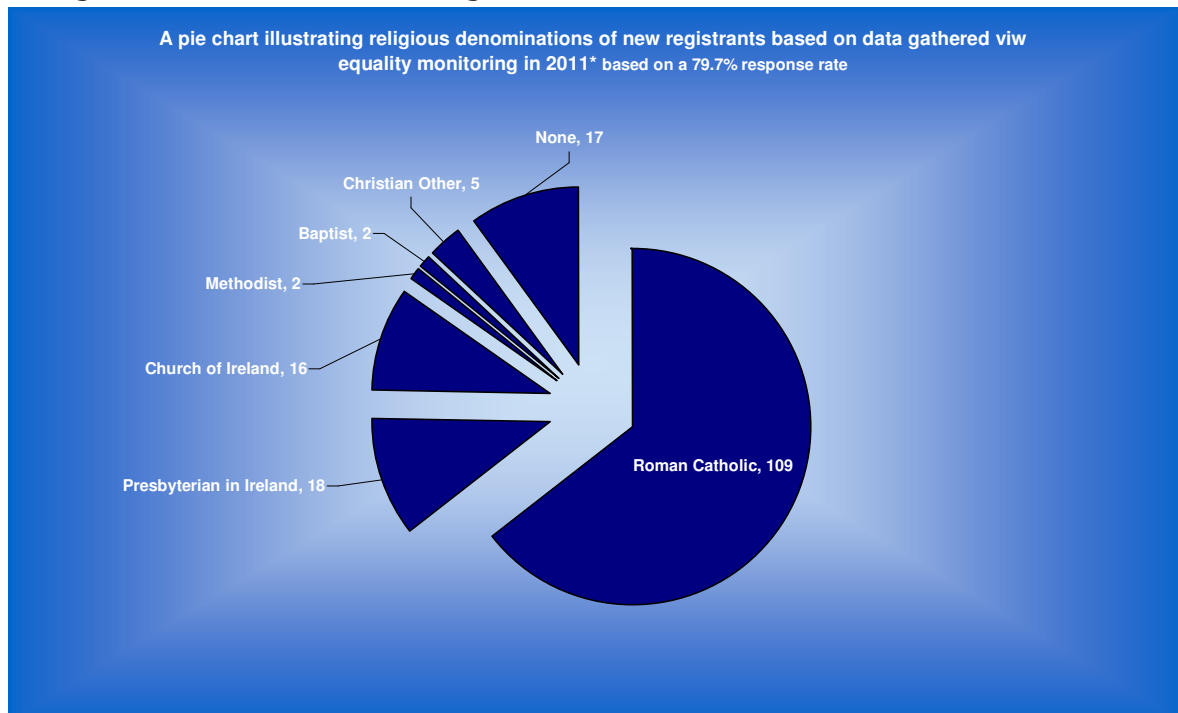
xiv. Dependents– new registrants



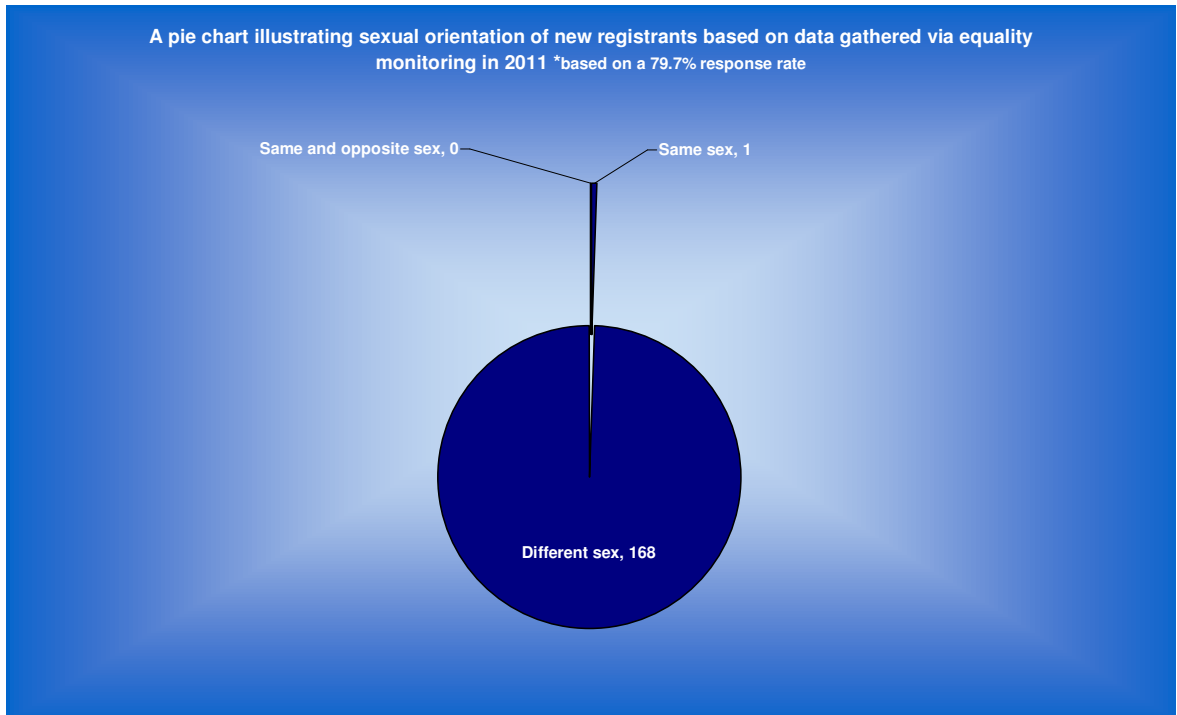
xv. Racial grouping– new registrants



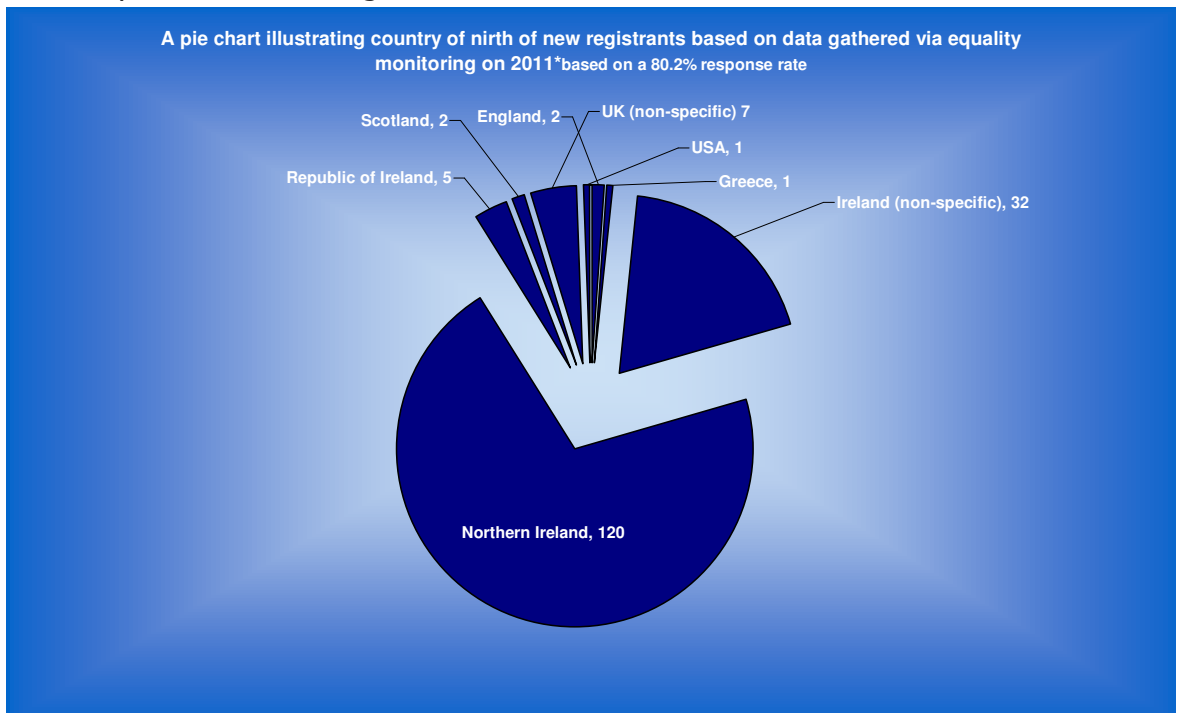
xvi. Religious denomination– new registrants



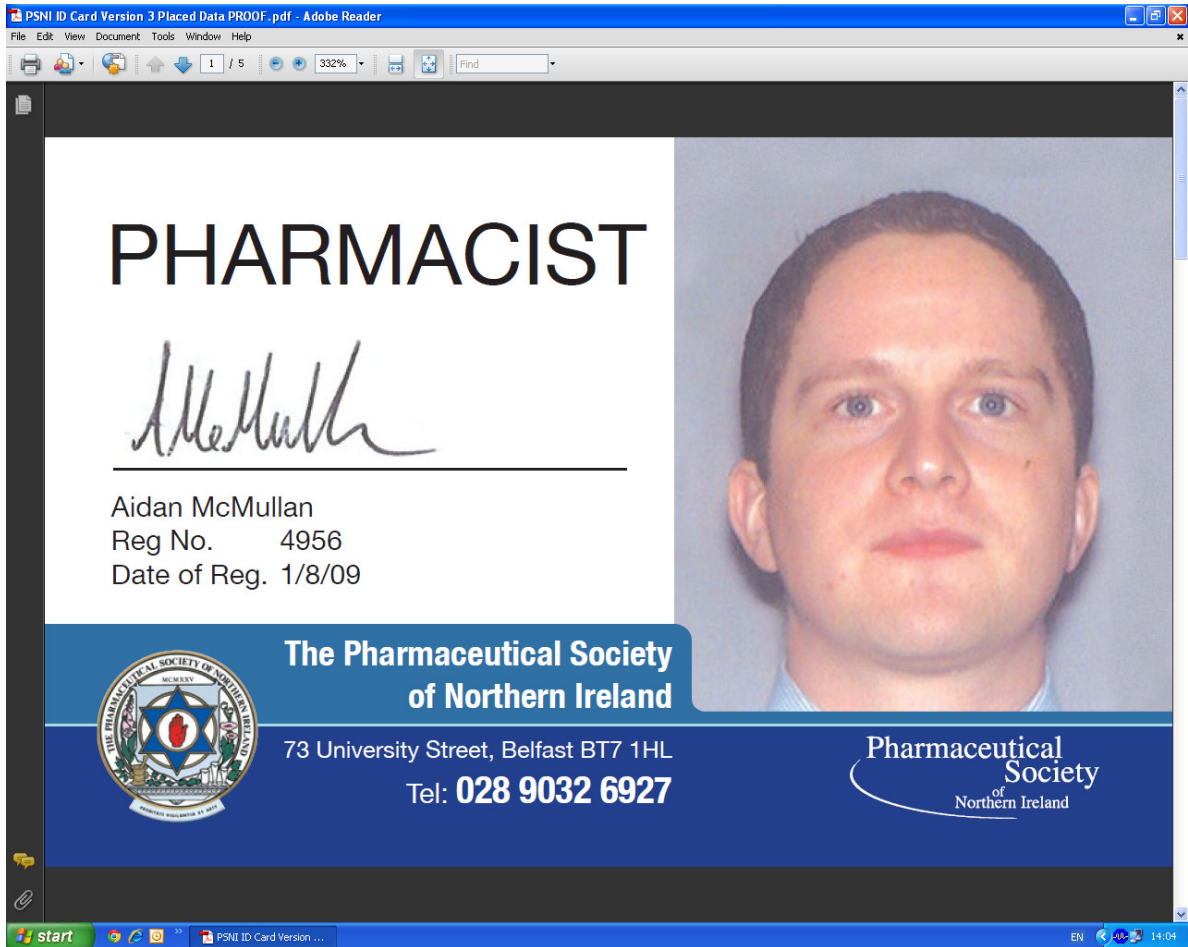
xvii. Sexual orientation– new registrants



xviii. Country of birth– new registrants



## 2. Example of a pharmacist ID card 2011



## 3. Tables of information for KPIs 2011

### i. GB applicant registration processes

	Incomplete app acknowledged on same day as received	Completed app acknowledged within 1 day of received	Appointment confirmed on day it is made	Registered within 5 working days of completed application	Confirmation sent of registration on day of registration
	100%	100%	100%	100%	100%
Applications	5	6	1	6	6

	2009	2010	2011
Incomplete app acknowledged on same day as received	100%	87.50%	100%
Completed app acknowledged within 1 day of received	100%	100%	100%
Appointment confirmed on day it is made	100%	100%	100%
Registered within 5 working days (2011) & 10 working days (2010 & 2009) of receipt of a completed application	71.40%	100%	100%
Confirmation sent of registration on day of registration	100%	100%	100%

ii. EEA Route A applicants registration processes

	Incomplete application acknowledged within 1 day of receipt	Completed application acknowledged within 1 day of receipt	Appointment confirmed on same day it was made	Registered within in 10 days of completed application	Confirmation of registration sent on same day as registration
	100%	100%		100%	100%
<b>Applications</b>	<b>1</b>	<b>1</b>	<b>n/a</b>	<b>1</b>	<b>1</b>

	2009	2010	2011
Incomplete application acknowledged within 1 day of receipt	100%		100%
Completed application acknowledged within 1 day of receipt		100%	100%
Appointment confirmed on same day it was made	100%	100%	
Registered within in 10 days of completed application	100%	100%	100%
Confirmation of registration sent on same day as registration	100%	100%	100%

iii. Restoration to the register processes

	<b>Incomplete application or first correspondence acknowledged on same day as received</b>	<b>Restored to register within one working day of receipt of completed application</b>	<b>Confirmation of restoration sent on same day as restoration</b>
	100%	90%	100%
Applications	5	9	10

	<b>2009</b>	<b>2010</b>	<b>2011</b>
<b>Incomplete application or first correspondence acknowledged on same day as received</b>	90%	82%	100%
<b>Restored to register within one working day of receipt of completed application</b>	88%	100%	90%
<b>Confirmation of restoration sent on same day as restoration</b>	100%	100%	100%

iv. Production of Certificate of current professional status processes

<b>No. of days to produce CCPS on receipt of completed app</b>	<b>Certificates</b>
Same day as received	129
1 working day	36
2 working days	2
3 working days	10
4 working days	4
5 working days	5
Total	186

<b>Same day as Certificate sent</b>	<b>≥ 1 day after CCPS sent</b>
186	0

	2009	2010	2011
Certificate produced within 5 working days of receipt of completed application	99.20%	100%	100%
Confirmation letter sent on same day as Certificate produced	100%	100%	100%

	2009	2010	2011
No of certificates produced	131	146	186

Competent Authority	No. of certificates
PSI	74
GPhC	106
APC	4
AHPRA	1
PCNZ	1
Total	186

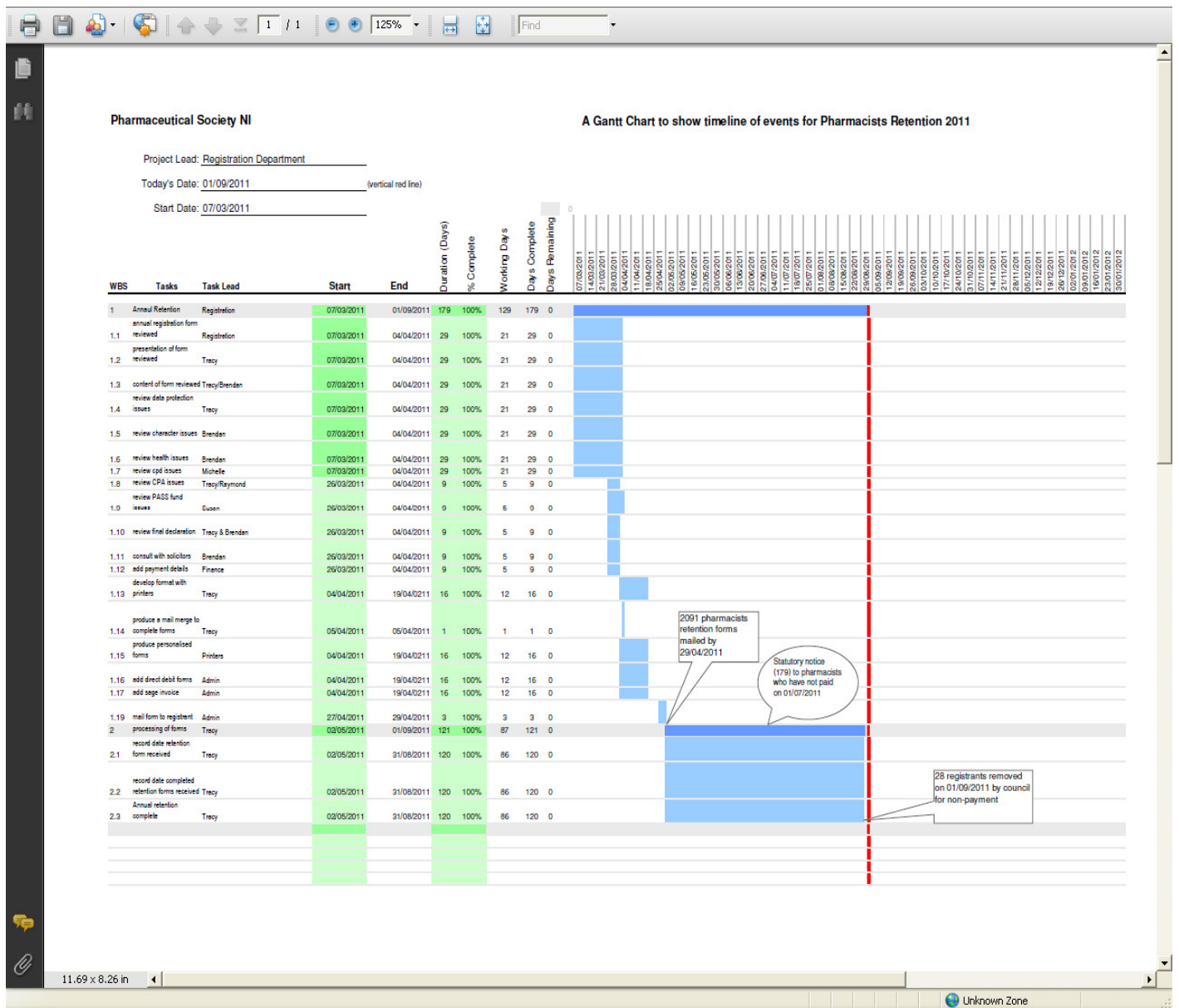
Competent Authority	2009	2010	2011
RPSGB	99	84	
PSI	24	45	74
APC	4	2	4
ECE		1	
PCNZ	1	1	1
PEBC		1	
GPhC		12	106
NAPB	1		
OCP	1		
AHPRA			1
PBQ	1		
TOTAL	131	146	186

#### 4. Tables relating to other pharmacist registration data

##### i. Prescribers – employment status

Employment Type	Academia	Administration	Community	Hospital	Locum	Practice Pharmacist	Prescribing Advisor
Prescribers 2011	1	2	25	90	1	11	7

ii. Gantt chart displaying timelines and processes for pharmacist retention in 2011



iii. Gantt chart displaying timelines and processes for premises retention 2011

