

Annual retention with the Pharmaceutical Society of NI 2020-21

Date as postmarked

Dear Pharmacist

The Pharmacist's registration year for 2019/20, previously due to end on 31 May 2020, will now finish on 31 August 2020. The annual retention fee of £398 is consequently due on the 01 September 2020 as set out in the Pharmaceutical Society of Northern Ireland (General) (Amendment) Regulations (Northern Ireland) 2016. The fee for this longer period remains at £398 in accordance with the Regulations.

The registration year for 2020/21 will commence on 01 September 2020 and will run until the normal year end, 31 May 2021, and the fee remains at £398 in accordance with Regulation. Please visit <http://members.psni.org.uk> to complete the retention process and maintain registration.

Online retention is only completed when full details are submitted by you including payment – receipt of payment will be confirmed to you online with a receipt. Should you prefer to complete the registration in a paper format, you can download the form available on our website: www.psni.org.uk Please allow adequate time if making a postal request as, due to COVID-19 restrictions, we are aware of postal delays and, due to lockdown, our ability to process paper applications is significantly reduced. We would urge online application where possible as we cannot guarantee to process paper applications by the retention deadline.

Please ensure that the data we hold is correct, updating where necessary.

Please ensure that all relevant declarations are completed.

Declarations of Health or Character

It is the responsibility of every registrant to ensure that all relevant declarations are made. Unless your circumstances have changed, it is not necessary to repeat declarations previously made. A declaration proforma is hosted on the website to facilitate any disclosure.

Removal by Voluntary Request

Registrants who wish to be voluntarily removed from the register of Pharmaceutical Chemists in Northern Ireland may apply to leave in accordance with Regulation 7(6) of the Council of the Pharmaceutical Society of Northern Ireland (Fitness to Practise and Disqualification) Regulations (Northern Ireland) 2012. Normally, registrants who are subject to fitness to practise procedures will not be permitted to remove their name

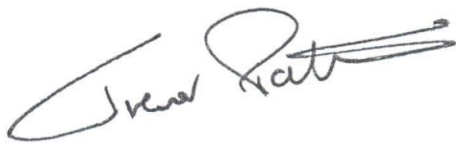
from the register by voluntary request. Each application is processed by the Registrar in accordance with these Regulations. In order to be removed from the register, you will be required to fill in the relevant form available on our website and email same to registration@psni.org.uk .

Continuing Professional Development

In line with the extension of the Retention Year, CPD Year 2019/20 has been extended to 15 months, running from 01 June 2019 to 31 August 2020. Pharmacists may use CPD cycles completed during the period 01 June 2019 to 31 August 2020 in their submission for this CPD year. CPD portfolios for this CPD year must be submitted by midnight on 31 August 2020. A further announcement will be made on CPD year 2020/2021 before the 01 September 2020.

Thank you in advance for your cooperation with this process.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Ratt', with a stylized flourish at the end.

Interim Registrar

For more information on the retention process, please visit www.psni.org.uk