



# ANNUAL REPORT

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## 2014-2015



Canadian Council on Continuing Education in Pharmacy  
Le Conseil canadien de l'éducation continue en pharmacie  
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Since my election as President of CCCEP, time has certainly passed quickly. As alluded to by my predecessors in their annual messages for this report, once the individual takes over the role, there is little time to “savour the moment” as the pressing matters of the organization beckon. This past year was no exception.

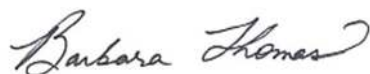
The last twelve months were a most interesting time for the organization because the Board faced the unique challenge to look at the past, the present and the future. For the majority of the time, the Board and its task groups focused on the present and the efforts necessary to achieve some of the major goals set out in the 2012-2015 Strategic Plan. I am very pleased with the progress made on a number of key initiatives in this period. These include two (2) activities in our Quality Improvement Initiative (the Customer Satisfaction Survey of program providers and volunteers and the introduction of Indicators and Dashboards for monitoring the tactical plan, program plan and budget) and the Memorandum of Understanding between CCCEP and our American counterpart – the Accreditation Council of Pharmacy Education (ACPE) – which represents a significant step forward to work together in areas of common interest. For more information on the goals achieved this past year, please see the following page (“Year in Review”). In truth, I believe the Board can look back with pride on the work accomplished not only in 2014-2015 but for the entirety of the 2012-2015 Strategic Plan. I would like to express my thanks to all Board members – current and past – for their commitment to bring the plan to fruition.

Partway through the year, the Board was required to shift their mindset toward the future in order to determine the goals and activities of our organization for 2016-2019. The entire Board, along with representatives of key stakeholders, were actively engaged in a strategic planning session that challenged us to ask ourselves big picture questions such as “Where do we see the pharmacy profession in the future?”, “How will we respond to these changes?” and “What goals should we set for ourselves that will address continuing education needs of our professionals?”. The strategic planning process is always a thought provoking exercise and I valued the contribution of each participant. Since the workshop, we have been working to refine the strategic plan to align with our vision and ensure that the plan is achievable. The plan is ambitious but I am confident that our Board, Executive Committee and national office staff will rise to meet the challenge.

To close this year’s message, I would like to acknowledge and thank our Executive Director Art Whetstone, Administrative Assistant Shirley Hoggard and the CCCEP volunteer reviewers. Together they form a critical component of every achievement CCCEP made in the past year and will make in the future.

I am already looking forward to the drafting of the President’s Message for the 2015-2016 Annual Report. I have no doubt that there will be a lot of good news to share regarding CCCEP’s accomplishments under the goals set out in our new Strategic Plan.

Until then,



Barbara Thomas

2014-2015

Board of Directors

**Executive Committee**

**Barbara Thomas, President**  
*Newfoundland and Labrador  
Pharmacy Board*

**Philip Emberley  
Vice President**  
*Canadian Pharmacists Association*

**Sandra Winkelbauer,  
Past President**  
*Ontario College of Pharmacists*

**Members**

**Lisa Bagonluri**  
*Saskatchewan College of Pharmacy  
Professionals  
(formerly Saskatchewan College of  
Pharmacists)*

**David Knoppert**  
*Canadian Society of Hospital  
Pharmacists*

**Maria Bystrin  
(to November 2014)  
Glenda MacDonald  
(from November 2014)**  
*Association of Faculties of Pharmacy  
of Canada*

**Sheena Deane**  
*Canadian Association of Pharmacy  
Technicians*

**Ashifa Keshavji**  
*College of Pharmacists of British  
Columbia*

**Debbie Lee**  
*Alberta College of Pharmacists*

**Gary Meek  
(to December 2014)  
Heather Christ  
(from June 2015)**  
*New Brunswick College of Pharmacists*

**Kim McIntosh**  
*College of Pharmacists of Manitoba*

**Anick Minville**  
*Ordre des pharmaciens du Québec*

**Bobbi Thomas-Bailey**  
*Canadian Association of Pharmacy  
Technician Educators*

**Michelle Wyand**  
*Prince Edward Island College of  
Pharmacists*

**Bev Zwicker**  
*Nova Scotia College of Pharmacists*

# Program Submissions

Program Submissions by Type of Application				
Type of Application	2015		2014	
	Number	Percent	Number	Percent
New Program	154	58 %	140	82 %
Extension	2	1 %	0	0 %
Renewal	88	33 %	63	0 %
Administrative Review	7	3 %	13	8 %
Program Type Review	15	6 %	18	11 %
<b>TOTAL</b>	<b>266</b>	<b>100 %</b>	<b>234</b>	<b>100 %</b>

## Year In Review

The following items were completed in the last year to support the objectives outlined in **2012-2015 Strategic Plan: Building Excellence.**

### Program Excellence

- Transition from “program” to “learning activity” for all CCEPP accredited activities is consistent with other continuing health accreditation organizations.
- Monitoring of continuing education activities through submission of learner evaluation of continuing education activities by providers.

### Practice Excellence

- Developed guidance document for the accreditation of interprofessional continuing education learning activities.
- Moved forward on the plan to expand the competency-mapped continuing education learning activities.

### Organizational Excellence

- Under the CCCEP Quality Initiative, customer satisfaction survey of program providers and volunteer satisfaction survey completed.
- Memorandum of Understanding signed between CCCEP and ACPE. Under this framework agreement, the two organizations will pursue a closer working relationship on areas of common interest.

From the Board of Directors

**Summarized Statement of Financial Position**  
**As at June 30, 2015**

	<u>2015</u>	<u>2014</u>
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 58,271	\$ 47,908
Accounts receivable	21,151	28,106
Goods and services tax recoverable	1,232	-
Prepaid expenses	4,472	1,877
	<b>85,126</b>	<b>77,891</b>
<b>INVESTMENTS</b>	<b>430,081</b>	<b>384,275</b>
	<b><u>\$ 515,207</u></b>	<b><u>\$ 462,166</u></b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	28,260	17,331
Goods and services tax payable	-	2,645
	<b>28,260</b>	<b>19,976</b>
<b>NET ASSETS</b>		
General fund	364,757	320,000
Restricted fund	122,190	122,190
	<b>486,947</b>	<b>442,190</b>
	<b><u>\$ 515,207</u></b>	<b><u>\$ 462,166</u></b>

**Summarized Statement of Operations and Net Assets**  
**For the Year Ended June 30, 2015**

	<u>2015</u>	<u>2014</u>
<b>REVENUES</b>		
Accreditation	\$ 299,550	\$ 303,133
Other	38,774	59,200
	<b>338,324</b>	<b>362,333</b>
<b>EXPENSES</b>		
Accreditation	56,809	63,189
Salaries	120,962	118,600
Meetings	54,563	57,526
Other	61,233	54,999
	<b>293,567</b>	<b>294,314</b>
<b>EXCESS OF REVENUE (EXPENSES)</b>	<b>44,757</b>	<b>68,019</b>
<b>NET ASSETS - beginning of year</b>	<b>442,190</b>	<b>374,171</b>
<b>NET ASSETS - end of year</b>	<b><u>\$486,947</u></b>	<b><u>\$ 442,190</u></b>

*Note 1: The summary financial statements have been derived from the audited financial statements which were prepared in accordance with Canadian Accounting Standards for Not-for-Profit Organizations. Full note disclosure is found in the audited financial statements.*

*MWC Chartered Professional Accountants LLP*