

Frequently Asked Questions: Interns and Preceptors

The primary purpose of the College internship is to prepare graduates for pharmacy practice in a professional setting. The internship acts as a bridge between academic and applied pharmacy. An experienced preceptor educates an intern on pharmacy practice through a process of explanation, repetitive practice, and constructive criticism.

Internships must fulfill the requirements outlined in the College [Internship Manual](#), which are based on the standards and competencies set by the National Association of Pharmacy Regulatory Authorities (NAPRA).

The following FAQ addresses some of the most common questions and concerns the College receives from both interns and preceptors.

1. How long will my internship take?

Graduates of post-secondary pharmacy programs from outside Manitoba must serve a 600 hour internship to be completed in a period of 15 to 21 weeks.

For students of the Rady Faculty of Health Sciences College of Pharmacy at the University of Manitoba, 240 hours of the internship period can be served prior to graduation as part of the University's 4th year Structured Practical Experiential Program. The remaining 360 hours must be completed after graduation.

2. Can I work more than 40 hours per week to complete my internship more quickly?

An intern cannot work more than eight hours per day or more than 40 hours per week at their preceptor pharmacy.

3. Will my internship be paid?

Whether an intern works for wages or not is based solely on the discretion of the pharmacy owner or manager. The College does not oversee pharmacy team wages.

4. Can a family member act as my preceptor?

Family members are not permitted to serve as preceptors for their relations, including parents, children, husbands, wives, aunts, uncles, cousins, grandparents, grandchildren, sisters, brothers, and in-laws.



5. How do I find a preceptor to supervise my internship?

Preceptors are licensed pharmacists who have been practising in Manitoba for two years or more, are compliant with all aspects of *The Pharmaceutical Act*, and have been approved by the College to act as preceptors.

Interns are responsible to find their own preceptors. The College website provides a searchable listing of licensed pharmacists in the province of Manitoba. Interns can use this list to contact pharmacies to ask if there is a pharmacist on staff who is willing to act as their preceptor.

Once a pharmacist has agreed to act as a preceptor, the intern can log into their online profile with the College and follow the “Name Your Preceptor” link that will open a simple form. Once this short form has been filled out, an email notifying the College of the intern’s request will automatically be generated. The College will then notify the potential preceptor and provide them with instructions to apply to become a preceptor.

Please note that licensed pharmacists are not obligated to supervise internships and the preceptor role is entirely voluntary. If the pharmacist does not meet the requirements to become a preceptor, the intern will be responsible for finding another eligible pharmacist to act as their preceptor.

6. How will my internship be evaluated?

The preceptor will evaluate the intern three times throughout their internship using the assessment forms outlined in the College Intern Manual.

Following each evaluation, the completed assessment forms shall be signed by both the

preceptor and the intern and submitted to the College within seven days of the completion of the portion of the internship. Success will be based on the preceptor’s assessment of the intern’s performance.

Interns and preceptors are also required to assess the internship program using the forms contained in the Internship Manual and submitted to the College within seven days of completion of the internship.

7. Once I complete my internship, is my preceptor required to recommend me to become a licensed pharmacist in Manitoba?

No, if a preceptor has doubts about the competency of their intern, they should not recommend them to be licensed to practice pharmacy in Manitoba. The Statement of Completion of Internship contained in the Internship Manual offers the following options:

- A declaration that the intern has successfully completed their internship whereby the preceptor recommends the intern to be licensed to practice pharmacy in the province of Manitoba
- A declaration that the intern has not successfully completed their internship and a recommendation that they should not be licensed to practice pharmacy in Manitoba
- A request that the intern be evaluated by another Preceptor selected by the Registrar for a period of at least 40 hours

Frequently Asked Questions: Interns and Preceptors Cont'd

8. Can I perform all the duties of a pharmacist during my internship?

A post-graduate pharmacy intern can engage in any pharmacy practice under the supervision of a pharmacist excluding practices that require additional training or College certification. For instance, pharmacy practices such as administering injections or prescribing Schedule III Drugs require College certification. An intern can only perform these tasks if they have received the appropriate training under a certified pharmacist during their undergraduate program at the Rady Faculty of Health Sciences College of Pharmacy at the University of Manitoba.

An intern can also perform a final medication check (as outlined by the Pharmaceutical Regulations to *The Act*, sections 70 (1j) and 70 (1k); however, this is allowed at the discretion of the preceptor who will remain accountable for the final medication check.

9. What happens if my preceptor does not recommend me for licensure to practice pharmacy in Manitoba?

If an intern is not recommended by their preceptor, the intern will not be registered as a pharmacist under *The Pharmaceutical Act*. In this instance, one of the following will occur:

The Registrar will forward all relevant information to an Internship Assessment Panel to examine the case and make a recommendation for further action which could include, but is not limited to:

- Continued internship
- Communication skill development
- Change of preceptor
- Reversal or overruling of the preceptor's decision

The preceptor requests a second opinion from another experienced preceptor selected by the Registrar. If the second preceptor does not recommend the intern for registration, the case will be forwarded to an Internship Assessment panel.

An unsuccessful intern can appeal the Assessment Panel's decision with the College Council within ten days of notification of the Panel's decision. Please see the [Internship Manual](#) for full details of the appeal process.