



## **2010 Fees consultation**

### **Foreword**

This document sets out our fee proposals for 2010.

The Council of the Royal Pharmaceutical Society of Great Britain (the 'Society') discussed fees for 2010 at its meeting on 1 April 2009. We reviewed the Society's financial position and propose a small increase in our fees so that we can continue to function effectively.

The Society is currently undergoing significant change as a result of Government proposals that responsibility for pharmacy regulation should be moved to a new body, the General Pharmaceutical Council (GPhC). Until the GPhC is established and takes up its duties, the Society continues to be both a regulator and a professional leadership body.

The GPhC is due to be established in 2010. The Society is therefore engaged in a transition process whereby the regulatory functions will be transferred to the GPhC and the Society will form the basis of a new professional leadership body (PLB).

The fees proposed in this consultation cover all current functions of the Society and should produce income sufficient to fund both the GPhC and the Society during 2010. On the establishment of the GPhC the Society will agree a level of income to be transferred to the GPhC to fund the regulatory functions for the remainder of 2010.

This document sets out the current fee structure, the proposals for 2010 fee levels and invites comment.

I commend the consultation to you and encourage you to make your views known.

Andrew Gush  
Treasurer

## The consultation process

Under the Pharmacists and Pharmacy Technicians Order 2007 (the 'Order'), fees levied in respect of registration and retention on the registers are currently set out in the Royal Pharmaceutical Society of Great Britain (Fees in connection with 2009 Registration Cycle) Rules. The Society wants to consult on the registration and retention fees it charges. We believe strongly that consulting on fees and taking account of the views expressed brings greater transparency, accountability and understanding to the fee-setting process.

Where rules have yet to be made under the Order, byelaws continue to detail the fees levied by the Society; for example, the fee for the pre-registration year. A parallel process, gazetting the proposed fee changes in those byelaws, is happening at the same time as this consultation. Details of the proposed fees and an invitation to comment will be published in *The Pharmaceutical Journal* as part of the gazetting process.

Statutory regulation of pharmacy technicians is expected to commence in summer 2009. The proposed 2010 fees for pharmacy technicians covered in this consultation will then be incorporated in Rules under the Pharmacists and Pharmacy Technicians Order 2007. Respondents are asked to bear this in mind as they respond to the consultation.

We will contact over 220 stakeholder organisations (see Appendix 2) to let them know about this consultation. This includes the RPSGB branches, employers and other pharmacy organisations. You can also download the document from our website <http://www.rpsgb.org/worldofpharmacy/currentdevelopmentsinpharmacy/consultations/> or you can contact us if you would like us to send you a copy (see below).

The consultation will run from **24 April to 17 July 2009**.

Once the consultation period is completed, we will analyse the responses and report these to Council. The Council will review this analysis at its meeting on 28 and 29 July 2009 and we will publish the findings and any decisions it takes about the fees on the Society's website and in *The Pharmaceutical Journal* in August 2009.

## How to respond

This consultation will be promoted through a notice in *The Pharmaceutical Journal*. It is available on the RPSGB website and hard copies (including a large print version) are available on request from the Chief Executive & Registrar's Office. We are seeking the views of pharmacists, pharmacy technicians and all other stakeholders.

We would welcome your response to this consultation. You can respond to the consultation using the online form or by printing the form available on the website <http://www.rpsgb.org/worldofpharmacy/currentdevelopmentsinpharmacy/consultations/> and sending it to:

2010 Fees Consultation  
Chief Executive and Registrar's Office  
Royal Pharmaceutical Society of Great Britain  
1 Lambeth High Street  
London  
SE1 7JN

[2010feesconsultation@rpsgb.org](mailto:2010feesconsultation@rpsgb.org)

Tel: 020 7572 2201

Fax: 020 7572 2500

## **About the RPSGB**

The Royal Pharmaceutical Society of Great Britain (RPSGB) is the professional and regulatory body for pharmacists in England, Scotland and Wales. It also regulates pharmacy technicians on a voluntary basis, which is expected to become statutory in summer 2009, when the provisions of new legislation come into force.

The primary objectives of the Society are to lead, regulate, develop and represent the profession of pharmacy. The Society leads and supports the development of the profession within the context of the public benefit. This includes the advancement of science, practice, education and knowledge in pharmacy. In addition, it promotes the profession's policies and views to a range of external stakeholders.

The Society has responsibility for a wide range of functions that combine to assure competence and fitness to practise. These include controlling entry into the profession, education, registration, setting and enforcing professional standards, promoting good practice, providing support for improvement, dealing with poor performance, dealing with misconduct and removal from the register.

In "Trust, Assurance and Safety – The Regulation of Health Professionals in the 21<sup>st</sup> Century", Government proposed that responsibility for pharmacy regulation should be moved to a new body, the General Pharmaceutical Council (GPhC). Until the GPhC is established and takes up its duties, the Society continues to hold responsibility for protection of the public and the regulation of the pharmacy profession.

Subject to Parliamentary timetabling the new regulator will take up its regulatory responsibilities at some time next year, which is currently anticipated to be Spring 2010. The Society is now engaged in a transition process whereby the regulatory functions will be transferred to the GPhC and the Society will form the basis of the professional leadership body (PLB).

The Society's Council has decided that given the uncertainties about the costs and starting date for the GPhC it should set a single fee schedule for 2010. On the establishment of the GPhC the Society will agree a level of income to be transferred to the GPhC to fund the regulatory function for the remainder of 2010. This arrangement accommodates the needs of both parties and should enable the RPSGB and GPhC to be funded at appropriate levels to ensure their stability during 2010.

This decision has been endorsed by the Pharmaceutical Regulation and Leadership Oversight Group (PRLOG).

## **Our Proposals**

The Society is proposing to increase fees to cover cost increases and the inevitable additional costs that will be incurred in preparing for the transition. This small increase will enable us to meet the Society's principal financial strategies of:

1. Maintaining the financial independence of the Society;
2. Maintaining healthy reserves;
3. Using the income from publishing to build reserves and
4. Applying fee increases proportionately to all registrants.

Proposed Fees for 2010:

An uplift in the region of 2.2% is proposed to be applied to all fees as detailed in the table below (see Appendix 3 for the proposed 2010 Fees Rules and alterations to Byelaws):

<b>Category</b>	<b>2009</b>	<b>2010</b>
<b><u>Members – retention fees</u></b>		
- Practising	413	422
- Low Income*	275	281
- Non-Practising	70	72
- Overseas	123	126
- Non-Practising upgrade to Practising	343	350
- Non-Practising upgrade to Overseas	53	54
- Overseas upgrade to Practising	290	296
- Low income* upgrade to full Practising	138	141
- Overseas upgrade to Low Income*	152	155
- Non-practising upgrade to Low Income*	205	209
<b><u>Registration</u></b>		
- Registration	198	202
- Restoration (voluntary)	198	202
- Restoration (non-payment)	782	799
<b><u>EEA Pharmacists</u></b>		
- Scrutiny Fee	100	102
- Comparative Assessment Process	350	358
<b><u>Adjudicating Committee</u></b>		
- Examination of documents	656	670
- Interview fee	656	670
<b><u>Pharmacist Prescribers</u></b>		
- Supplementary Prescriber Application Fee	51	52
- Independent Prescriber Application Fee	51	52
<b><u>Preregistration</u></b>		
- Pre-registration Training Fee	166	170
- Registration Examination Fee	196	200
- Examination Late Entry Fee	392	400
<b><u>Administration Fee</u></b>		
- Re-processing when payment not honoured	15	15
<b><u>Fees in connection with certificates</u></b>		
- Replacement of certificate of registration	15	15
- Certificate of current professional status	73	75
<b><u>Pharmacy Technician Application Fees</u></b>		
- Route a	48	49
- Route b	198	202
- Overseas (EEA and non-EEA)	228	233
- Returned Application Fee	44	45

### **Pharmacy Technician Retention Fees**

- Practising	135	138
- Non-Practising	70	72
- Non-Practising upgrade to Practising	65	66

\* The low income fee is payable for those pharmacists with a gross personal income of less than £16,863 (uplifted by 2.2% from the prior year's figure of £16,500).

Further information on these fees is in Appendix 4.

#### Staged Payments:

Following the clear support from the membership in response to the 2008 fee consultation, the Council implemented the facility of staged payments of the annual retention fee during 2009. This arrangement will continue to be made available. Practising pharmacists and pharmacy technicians will therefore be able to pay their retention fee in four quarterly instalments by direct debit. All other fees are payable in one instalment.

#### Tax Relief:

Registration and retention fees are tax-deductible for UK taxpayers. Members may claim tax relief through their tax return or by applying to their tax office.

#### **Q1**

**Do you agree that during the time of transition an increase in the retention fee for 2010 should be implemented?**

#### **Q2**

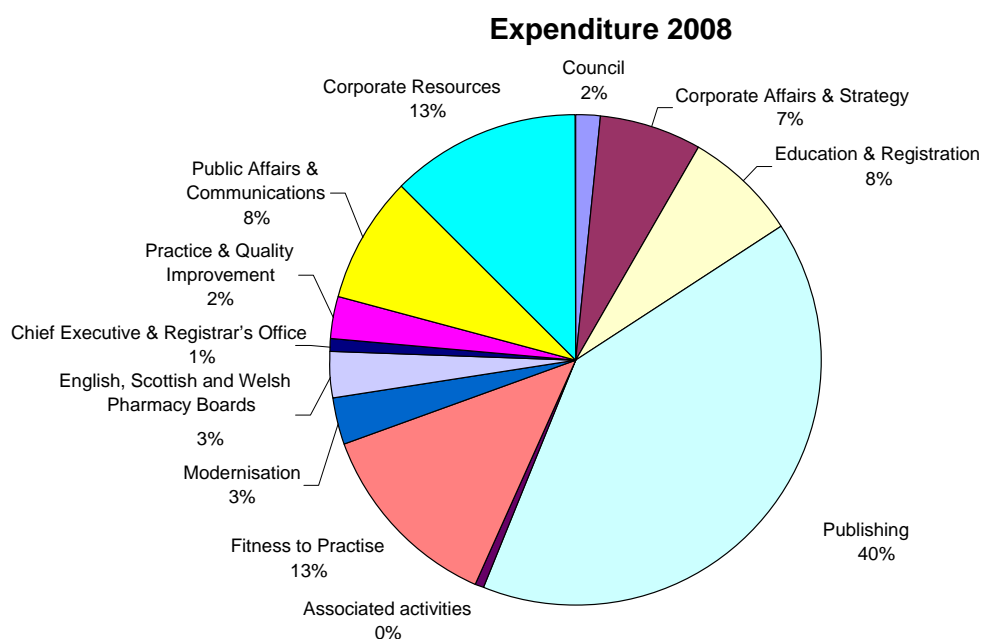
**Do you agree that the proposed fee increases should be sufficient to ensure the stability of the Society and GPhC in 2010?**

## Appendix 1

### Where does my money go?

In 2008, excluding publishing activities, £23.5 million was spent on providing services for members and registrants, and on running the Society. The Society received £19.8 million in fee income in 2008 and a further £3.6 million from other activities, excluding publishing. Publishing activities contributed a small surplus to the Society's income for 2008 after taking account of central costs.

The following diagram provides expenditure analysis according to each Directorate including Publishing (these directorates were reorganised during 2008 but the original categorisation has been used for consistency over the year).



Overall expenditure increased by 9.5% in 2008 and funded the following:

- Establishing the Transitional Committee (TransCom) to consult with the profession on the new Professional Leadership Body (included in the "Modernisation" expenditure)
- Increased committee activity in Fitness to Practise as a result of implementation of the Pharmacists and Pharmacy Technicians Order
- Increased communications activity resulting in higher representation in all media
- Increased expenditure on marketing
- Preparation for the demerger including building works and IT infrastructure (included in the "Resources" expenditure but funded by grants from the Department of Health, England)

### *Achievements in 2008*

The Annual Review 2009 details major work streams and projects the Society undertook in 2008, and a copy of the review including a summary of the financial review will be sent to all pharmacists and registered pharmacy technicians in May 2009.

2008 was a busy year for the Society with significant internal reorganisation alongside work to support the development of both the professional leadership body for pharmacy and the GPhC. The publication of the independent inquiry into a future professional leadership body for pharmacy and the TransCom prospectus have provided us with a blueprint for professional leadership with wide support from across the profession. The publication of the government's draft Pharmacy Order to establish the GPhC also signalled a new phase in the process of separating our regulatory and professional functions.

Key achievements included the relaunch of 'PJ Online', a number of high profile media and public affairs campaigns, the publication of the Society's first Fitness to Practise annual report and a very positive report from the Council for Healthcare Regulatory Excellence.

In 2009 we are continuing the significant work around the development of the professional leadership body and planning for the effective transfer of regulatory activity to the GPhC in 2010. We have also implemented a number of initiatives to ensure close engagement with our members.

## Appendix 2: Stakeholder list

Academy of Pharmaceutical Sciences (APS)  
Association of Independent Multiple Pharmacies (AIMp)  
Association of Pharmacy Technicians UK (APTUK)  
Association of Teaching Hospital Pharmacists  
Association of the British Pharmaceutical Industry (ABPI)  
Boots Pharmacists Association (BPA)  
British Association of Pharmaceutical Wholesalers (BAPW)  
British Oncology Pharmacy Association and Cancer Network Pharmacists Forum  
British Pharmaceutical Nutrition Group  
British Pharmaceutical Students Association (BPSA)  
British Pharmacological Society  
British Society for the History of Pharmacy  
Centre for Pharmacy Postgraduate Education (CPPE)  
College of Mental Health Pharmacists  
College of Pharmacy Practice (CPP)  
Community Pharmacy Scotland  
Community Pharmacy Wales  
Company Chemists' Association (CCA)  
Co-operative Pharmacy Association  
Council for Healthcare Regulatory Excellence (CHRE)  
Faculty of Prescribing and Medicines Management, CPP  
Guild of Healthcare Pharmacists  
Council of Heads of Schools of Pharmacy  
Independent Pharmacy Federation (IPF)  
Institute of Pharmacy Management  
Joint Pharmaceutical Analysis Group  
Lloyds Pharmacy  
Medicines and Healthcare Products Regulatory Agency  
Mental Health Pharmacy Strategy Group  
National Association of Women Pharmacists (NAWP)  
National Patients Safety Agency (NPSA)  
National Pharmaceutical Forum (NPF)  
National Pharmacy Association (NPA)  
National Prescribing Centre (NPC)  
Neonatal and Paediatric Pharmacists' Group  
NHS Pharmaceutical Production Committee  
NHS Pharmaceutical QA Committee  
NHS Scotland  
NHS Scotland Directors of Pharmacy  
Northern Ireland Centre for Pharmacy Learning and Development  
Pain Analgesia Interest Network  
Patient Information Forum  
Pharmaceutical Advisers Group  
Pharmaceutical Aseptic Services Group  
Pharmaceutical Information and Pharmacovigilance Association  
Pharmaceutical Quality Group

Pharmaceutical Services Negotiating Committee (PSNC)  
Pharmacists' Defence Association (PDA)  
Pharmacy Analgesia Interest Network (PAIN)  
Pharmacy Clinical Trials Network  
Pharmacy Diabetes Network  
Pharmacy Law and Ethics Association (PLEA)  
PharmacyHealthLink  
Prescription Pricing Authority (PPA)  
Primary & Community Care Pharmacy Network  
Primary Care Commissioning Group  
Primary Care Pharmacists' Association  
Prison Pharmacists' Forum  
Proprietary Association of Great Britain (PAGB)  
Quality, Standards and Safety Improvement Directorate  
RPSGB Academic Pharmacy Group Committee  
RPSGB Branches  
RPSGB Community Pharmacists' Group Committee  
RPSGB Hospital Pharmacists' Group Committee  
RPSGB Industrial Pharmacists' Group Committee  
RPSGB Veterinary Pharmacists' Group Committee  
Scottish Neonatal & Paediatric Pharmacists Group  
Scottish Specialist Pharmacists in Substance Misuse  
Scottish Specialists in Pharmaceutical Public Health  
UK Psychiatric Pharmacy Group (UKPPG)  
UK Radiopharmacy Group  
UK Renal Pharmacy Group  
United Kingdom Clinical Pharmacy Association (UKCPA)  
Welsh Centre of Pharmacy Professional Education  
Welsh Chief Pharmacists Committee  
Welsh Pharmaceutical Committee  
Worshipful Society of Apothecaries of London  
Young Pharmacists Group

## **Appendix 3: Proposed Fees Rules, amendment to Byelaws, pharmacy technician fees**

### **The Royal Pharmaceutical Society of Great Britain (Fees in connection with 2010 Registration Cycle) Rules**

The Council of the Royal Pharmaceutical Society of Great Britain, in exercise of the powers conferred upon it by article 40(1) of the Pharmacists and Pharmacy Technicians Order 2007 and of all other powers enabling it in that behalf, and after consulting in accordance with article 40(4) of the Order such persons as appear to it requisite to be consulted, hereby makes the following Rules:

#### **Arrangement of Rules**

1. Citation, commencement and revocation
2. Interpretation
3. Application Fee in respect of registration in the Register of Pharmacists
4. Fees in respect of retention of registration in the Register of Pharmacists
5. Fees in respect of voluntary removal from the Register of Pharmacists
6. Fees in respect of restoration to the Register of Pharmacists
7. Fees in respect of annotation in the Register of Pharmacists as a supplementary prescriber or as an independent prescriber
8. Fees in respect of transferring to a different part of the Register of Pharmacists
9. Fees in respect of change of residential status in Part 2 of the Register of Pharmacists
10. Fees in connection with certificates
11. Fees in respect of determining the route to registration of EEA applicants
12. Administration Fee

#### **Citation, commencement and revocation**

1. — (1) These Rules may be cited as the Royal Pharmaceutical Society of Great Britain (Fees in Connection with 2010 Registration Cycle) Rules and shall come into force on [DATE].  
  
(2) The Royal Pharmaceutical Society of Great Britain (Fees in Connection with 2009 Registration Cycle) Rules are hereby revoked.

#### **Interpretation**

2. — In these Rules —

**“registrant”** means a person whose name is registered in the Register of Pharmacists;

**“Registration Rules”** means the Royal Pharmaceutical Society of Great Britain (Registration Rules) Order of Council 2007<sup>1</sup>; and

**“retention fee”** means the fee specified in rule 4(1), (2), (3), (4) or (5) as appropriate.

### **Application fee in respect of registration in the Register of Pharmacists**

3. — The application fee for registration in Part 1 or Part 2 of the Register of Pharmacists shall be £202.

### **Fees in respect of retention of registration in the Register of Pharmacists**

4. — (1) Subject to paragraph (2) below, the annual fee for a registrant who wishes to retain his entry in Part 1 of the Register of Pharmacists shall be £422.
- (2) Where the Registrar is satisfied that the registrant’s gross annual income in the forthcoming registration year will be less than £16,863 he may waive part of the retention fee which would otherwise be payable under paragraph (1) above in which case the fee payable shall be £281, provided that:
- (a) the registrant undertakes to pay the balance of the fee due under (1) above in the event that after the end of the year his gross annual income for that year is assessed as being equal to or more than £16,863; and
- (b) the registrant undertakes to produce to the Registrar evidence of his gross annual income for that year when requested to do so by the Registrar, including at or after the end of the year.
- (3) In the event that in respect of any year in which the registrant has been granted a waiver under paragraph (2) above :
- (a) the registrant’s gross annual income is assessed after the end of the year to have been equal to or more than £16,863; or
- (b) the registrant does not produce to the Registrar evidence of his gross annual income when requested to do so

the balance of £141 will become due immediately, and the Registrar will send the registrant a demand to this effect.

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<sup>1</sup> Amended by SI 2008/1553

- (4) The annual fee for a registrant resident in the British Islands or the European Economic Area who wishes to retain his entry in Part 2 of the Register of Pharmacists shall be £72.
- (5) The annual fee for a registrant resident outside the British Islands or European Economic Area who wishes to retain his entry in Part 2 of the Register of Pharmacists shall be £126.

#### **Fees in respect of voluntary removal from the Register of Pharmacists**

- 5. — A registrant wishing to remove his name from the Register of Pharmacists in accordance with the Registration Rules shall not pay any fee.

#### **Fees in respect of restoration to the Register of Pharmacists**

- 6. — (1) Any person who —
  - (a) does not pay the appropriate retention fee as specified in rule 4 and who is therefore removed from the Register of Pharmacists in accordance with the Registration Rules; and
  - (b) subsequently wishes to restore his name to the Register, shall pay a fee of £799 in addition to the appropriate retention fee for the year in which he is restored to the Register of Pharmacists.
- (2) Any person —
  - (a) who has voluntarily removed his name from the Register of Pharmacists in accordance with the Registration Rules; and
  - (b) who subsequently wishes to restore his name to the Register of Pharmacists; or
  - (c) whose application for restoration to the Register of Pharmacists has been granted by the Society's Disciplinary Committee shall pay a fee of £202, in addition to the appropriate retention fee for the year in which he is restored to the Register of Pharmacists.
- (3) The whole of the restoration fee specified in paragraphs (1) and (2) shall be payable irrespective of the amount of time that the person has been removed from the Register of Pharmacists.
- (4) The whole of the retention fee in respect of the year in which the person is restored to the Register of Pharmacists, as specified in rule 4, shall be payable, irrespective of the date on which the person is so restored.

### **Fees in respect of annotation in the Register of Pharmacists as a supplementary prescriber or as an independent prescriber**

7. — (1) The application fee for annotating a registrant's entry in the Register of Pharmacists as a supplementary prescriber, or as an independent prescriber, shall be £52.
- (2) A registrant wishing to remove an annotation from his entry in the Register of Pharmacists in accordance with the Registration Rules shall not pay any fee.

### **Fees in respect of transferring to a different part of the Register of Pharmacists**

8. — (1) A registrant wishing to transfer from Part 1 to Part 2 of the Register of Pharmacists shall not be required to pay any additional fee or be entitled to any refund.
- (2) A registrant resident in the British Islands or the European Economic Area who wishes to transfer from Part 2 to Part 1 of the Register of Pharmacists shall pay a fee of £350, unless paragraph 4 (2) applies, in which case the fee payable shall be £209.
- (3) A registrant resident outside the British Islands or the European Economic Area who wishes to transfer from Part 2 to Part 1 of the Register of Pharmacists shall pay a fee of £296, unless paragraph 4 (2) applies, in which case the fee payable shall be £155.

### **Fees in respect of change of residential status in Part 2 of the Register of Pharmacists**

9. — (1) A registrant in Part 2 of the Register of Pharmacists who —
  - (a) is resident outside the British Islands or the European Economic Area; and
  - (b) wishes to change his status to that of a registrant in Part 2 of the Register of Pharmacists, resident within the British Islands or European Economic Area shall not be required to pay any additional fee.
- (2) A registrant in Part 2 of the Register of Pharmacists who —
  - (a) is resident within the British Islands or the European Economic Area; and
  - (b) wishes to change his status to that of a registrant in Part 2 of the Register of Pharmacists, resident outside the British Islands or the European Economic Area shall pay a fee of £54.

### **Fees in connection with certificates**

10. — (1) The fee for replacement of a certificate of registration shall be £15.
- (2) The fee for issue of a certificate of current professional status shall be £75.

### **Fees in respect of determining the route to registration of EEA applicants**

11. — (1) The fee in respect of initial scrutiny of an application to determine whether an EEA applicant has a qualification or work experience which complies with Article 23 or Article 44 of Directive 2005/36/EC shall be £102.
- (2) If following initial scrutiny it is determined that the EEA applicant does not have a qualification or work experience which complies with Article 23 or Article 44 of Directive 2005/36/EC, the fee in respect of the assessment of qualifications and work experience in accordance with Articles 10 and 14 of Directive 2005/36/EC shall be £358.

### **Administration fee**

12. — The fee for re-processing payments which have not been honoured by the bank or card- issuer of the applicant or registrant shall be £15.

Given under the official seal of the Royal Pharmaceutical Society of Great Britain this [DATE].

**Stephen Churton**

President

**Jeremy Holmes**

Chief Executive and Registrar

## **Amendment of the Byelaws: Fees payable to the Society**

Notice is hereby given in accordance with section XXVIII of the Byelaws that the Council of the Society has approved proposals to alter the Fourth Schedule to the Byelaws – Fees payable to the Society – as hereunder and that it intends to make such alterations after the expiry of 60 days from the date of this notice, subject to such amendment as the Lords of the Privy Council may require.

The fourth Schedule to the Byelaws shall be amended to read as follows:

Fees in respect of overseas pharmacists

The fees payable in respect of Section XIX (6)(e)(i) (ii) & (iii) of the Byelaws shall be as follows:

- (a) The fee in respect of examination of evidence shall be £670;
- (b) The fee for inquiry before and interview by the Adjudicating Committee shall be £670.

### **Fees in respect of pre-registration training**

- 1. The fee payable in respect of Section XX (21)(b) of these Byelaws shall be £170.
- 2. The fees payable in respect of Section XX (26) of these Byelaws shall be as follows:
  - (a) the examination fee shall be £200;
  - (b) the late entry fee shall be £400.
- 3. The fees payable in respect of Section XX (27) of these Byelaws shall be as follows:
  - (a) the examination re-sit fee shall be £200;
  - (b) the late entry fee shall be £400.

### **Explanatory Note**

- 1. The fees set out in this proposed amendment to the fourth Schedule were determined by the Society's Council at its meeting on 1<sup>st</sup> April 2009.
- 2. Fees in respect of registration are now set out in Rules made under the Pharmacists and Pharmacy Technicians Order 2007.

### **Fees to be paid by pharmacy technicians**

Fees to be paid to the Society by registered pharmacy technicians have been determined by the Council for 2010 as follows:

Pharmacy Technician retention fee practising - £138  
Pharmacy Technician retention fee non-practising - £72

Pharmacy Technician upgrade – non-practising to practising - £66  
Pharmacy Technician returned application fee - £45  
Application route A fee - £49  
Application route B fee - £202  
Application overseas (EEA and non-EEA) - £233

## **Jeremy Holmes, Chief Executive & Registrar**

The following Rules will apply if statutory regulation of pharmacy technicians has commenced in 2009.

### **The Royal Pharmaceutical Society of Great Britain (Fees in connection with 2010 Registration Cycle for Pharmacy Technicians) Rules**

The Council of the Royal Pharmaceutical Society of Great Britain, in exercise of the powers conferred upon it by article 40(1) of the Pharmacists and Pharmacy Technicians Order 2007 and of all other powers enabling it in that behalf, and after consulting in accordance with article 40(4) of the Order such persons as appear to it requisite to be consulted, hereby makes the following Rules:

#### **Arrangement of Rules**

1. Citation, commencement and revocation
2. Interpretation
3. Fees in respect of application for registration in the Register of Pharmacy Technicians
4. Fees in respect of retention of registration in the Register of Pharmacy Technicians
5. Fees in respect of voluntary removal from the Register of Pharmacy Technicians
6. Fees in respect of restoration to the Register of Pharmacy Technicians
7. Fees in respect of transferring to a different part of the Register of Pharmacy Technicians
8. Fees in connection with certificates
9. Administration Fees

#### **Citation, commencement and revocation**

1. — (1) These Rules may be cited as the Royal Pharmaceutical Society of Great Britain (Fees in Connection with 2010 Registration Cycle for Pharmacy Technicians) Rules and shall come into force on [DATE]

## Interpretation

2. — In these Rules —

“**application fee**” means the fees specified in rules 3(2), 3(3) and 3(4).

“**exempt person**” has the same meaning as that given in Article 3(1) of the Pharmacists and Pharmacy Technicians Order 2007.

“**overseas application**” means:

- (a) an application by a non-UK qualified person with:
- (i) a qualification gained in the person’s country of origin that would entitle him to practise as a pharmacist in that country; or
  - (ii) a pharmacy technician qualification gained in the person’s country of origin that is equivalent to the Pharmacy Services S/NVQ level 3 that would entitle him to practise as a pharmacy technician in that country; and
- a period of work experience as a pharmacy technician in the United Kingdom of:
- (iii) not less than 14 hours a week for four out of the eight years prior to the application for registration; or
  - (iv) not less than 28 hours a week for two out of the last four years prior to the application for registration; or
- (b) an application by an exempt person who has a right to practise as a pharmacy technician by virtue of the General Systems Regulations.

“**registrant**” means a person whose name is registered in the Register of Pharmacy Technicians.

“**Registration Rules**” means the Royal Pharmaceutical Society of Great Britain (Registration Rules) Order of Council 2007<sup>2</sup>; and

“**retention fee**” means the fees specified in rules 3(5), 3(6), 3(7) and 3(8) and rule 4.

“**route (a) application**” means an application by a UK qualified person with a period of work experience as a pharmacy technician of:

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<sup>2</sup> Amended by SI 2008/1553 and the Healthcare and Associated Professions (Miscellaneous Amendments and Practitioner Psychologists) Order 2009

- (a) not less 14 hours a week for four out of the eight years prior to the application for registration or
- (b) not less than 28 hours a week for two out of the four years prior to the application for registration.

This is also referred to as a “standard application”.

“**route (b) application**” means an application by a UK qualified person who has undertaken a minimum amount of work experience under the supervision, direction or guidance of a pharmacist of not less than 14 hours per week over a two-year period either during the training period or post-qualification but does not meet the route (a) application criteria for the qualifying period of work experience.

### **Fees in respect of application for registration in the Register of Pharmacy Technicians**

3. — (1) A person wishing to apply for registration in the Register of Pharmacy Technicians shall pay an application fee and a retention fee.
- (2) The route (a) application fee for registration in Part 1 or Part 2 of the Register of Pharmacy Technicians shall be £49.
  - (3) The route (b) application fee for registration in Part 1 or Part 2 of the Register of Pharmacy Technicians shall be £202.
  - (4) The overseas application fee for registration in Part 1 or Part 2 of the Register of Pharmacy Technicians shall be £233.
  - (5) The fee for retention in Part 1 of the register in the first year of registration where the applicant joins the register from 1 January 2010 to 31 March 2010 shall be £138.
  - (6) The fee for retention in Part 2 of the register in the first year of registration where the applicant joins the register from 1 January 2010 to 31 March 2010 shall be £72.
  - (7) The fee for retention in Part 1 of the register in the first year of registration where the applicant joins the register from 1 April 2010 to 30 June 2010 shall be £104.
  - (8) The fee for retention in Part 2 of the register in the first year of registration where the applicant joins the register from 1 April 2010 to 30 June 2010 shall be £54.
  - (9) The fee for retention in Part 1 of the register in the first year of registration where the applicant joins the register from 1 July 2010 to 30 September 2010 shall be £69.
  - (10) The fee for retention in Part 2 of the register in the first year of registration where the applicant joins the register from 1 July 2010 to 30 September 2010 shall be £36.

- (11) The fee for retention in Part 1 of the register in the first year of registration where the applicant joins the register from 1 October 2010 to 31 December 2010 shall be £35.
- (12) The fee for retention in Part 2 of the register in the first year of registration where the applicant joins the register from 1 October 2010 to 31 December 2010 shall be £18.

#### **Fees in respect of retention of registration in the Register of Pharmacy Technicians**

- 4. — (1) The annual fee for a registrant who wishes to retain his entry in Part 1 of the Register of Pharmacy Technicians shall be £138.
- (2) The annual fee for a registrant who wishes to retain his entry in Part 2 of the Register of Pharmacy Technicians shall be £72.

#### **Fees in respect of voluntary removal from the Register of Pharmacy Technicians**

- 5. — A registrant wishing to remove his name from the Register of Pharmacy Technicians in accordance with the Registration Rules shall not pay any fee.

#### **Fees in respect of restoration to the Register of Pharmacy Technicians**

- 6. — (1) Any person who —
  - (a) does not pay the appropriate retention fee as specified in rule 4 and who is therefore removed from the Register of Pharmacy Technicians in accordance with the Registration Rules; and
  - (b) subsequently wishes to restore his name to the Register, shall pay a fee of £50 in addition to the appropriate retention fee for the year in which he is restored to the Register of Pharmacy Technicians.
- (2) Any person —
  - (a) who has voluntarily removed his name from the Register of Pharmacy Technicians in accordance with the Registration Rules; and
  - (b) who subsequently wishes to restore his name to the Register of Pharmacy Technicians; or
  - (c) whose application for restoration to the Register of Pharmacy Technicians has been granted by the Society's Disciplinary Committee shall pay a fee of £50, in addition to the appropriate retention fee for the year in which he is restored to the Register of Pharmacy Technicians.

- (3) The whole of the restoration fee specified in paragraphs (1) and (2) shall be payable irrespective of the amount of time that the person has been removed from the Register of Pharmacy Technicians.
- (4) The whole of the retention fee in respect of the year in which the person is restored to the Register of Pharmacy Technicians, as specified in rule 6, shall be payable, irrespective of the date on which the person is so restored.

#### **Fees in respect of transferring to a different part of the Register of Pharmacy Technicians**

- 7. — (1) A registrant who wishes to transfer from Part 1 to Part 2 of the Register of Pharmacy Technicians shall not pay any fee.
- (2) A registrant who wishes to transfer from Part 2 to Part 1 of the Register of Pharmacy Technicians shall pay a fee of £66.

#### **Fees in connection with certificates**

- 8. — (1) The fee for replacement of a certificate of registration shall be £15.
- (2) The fee for issue of a certificate of current professional status shall be £75.

#### **Administration fees**

- 9. — (1) The fee for re-processing payments which have not been honoured by the bank or card-issuer of the applicant or registrant shall be £15.
- (2) The fee for processing applications for registration in the Register of Pharmacy Technicians where the application has been returned to the applicant for additional information more than once shall be £45. This fee is payable in addition to the application fee and retention fee specified in Rule 3.

Given under the official seal of the Royal Pharmaceutical Society of Great Britain this [DATE].

**Stephen Churton**

President

**Jeremy Holmes**

Chief Executive and Registrar

## Appendix 4: Further details of these fees

### Members

#### Practising fee:

The full range of regulation applies whenever a person practises under the Society's jurisdiction. The definition of 'practice' in the Pharmacists and Pharmacy Technicians Order 2007 is:

"a person practises as a pharmacist or a pharmacy technician if, whilst acting in the capacity of or holding himself out as a pharmacist or a pharmacy technician, he undertakes any work or gives any advice in relation to the dispensing or use of medicines, the science of medicines, the practice of pharmacy or the provision of health care".

An incident requiring an investigation may occur on the first day of practice or the last, and every practising pharmacist benefits from the control of entry to the profession, standard setting and enforcement. The practising fee applies irrespective of the amount of time any person is engaged in pharmacy practice, length of career or whole time equivalence.

The practising retention fee will apply to any registrant who practises or intends to practise in Great Britain.

#### Low income fee:

In 2009 the Society introduced a low income fee category for pharmacist members whose gross personal income is less than a specified amount (£16,863 for 2010). When making a low income payment for retention in the register in 2010 pharmacists will be required to make the following declaration about their income:

*I am applying to join the practising register and I hereby declare that my gross annual income in the forthcoming year will be less than £16,863. I agree to provide the Registrar with evidence of my gross annual income upon request, including at or after the end of the year. If my gross annual income is assessed as being equal to or more than £16,863 or I do not submit evidence I agree to immediately pay upon demand the balance of £141.*

#### Non-Practising and overseas fee:

Major costs associated with regulatory activities are not apportioned against non-practising and overseas members. The higher cost of overseas membership is to cover increased postage costs. The members who are resident outside of the EEA are eligible for the overseas fee and those members resident within the EEA are eligible to pay the non-practising fee.

#### Upgrade fees

There is an administrative cost associated with moving a person from one part of a register to another, and this should be borne by the member.

The level of the fee to be paid will depend on the nature of the movement. Moving from the low income, non-practising or overseas categories to full practising will attract a fee equivalent to the difference between the full practising fee and low income, non-practising or overseas fee. Moving from non-practising to the overseas category also incurs a fee equivalent to the difference between the non-practising and overseas fee.

## Registration

Applying for registration:

The process of registering attracts administration costs and this fee covers these costs.

Restoration to the register:

Any person who has not been registered for any period is required to pay a fee to cover the costs of restoring their name to the register. The standard restoration application covers the costs of administration of the procedure. This is where the application is within 12 months of voluntary removal, or where an application for restoration has been granted by the Disciplinary Committee.

Restoration following a period of 12 or more months of not being registered will attract the registration fee (see above).

Restoration following removal for non-payment:

The retention fee collection exercise is made more costly by those members and registrants who do not pay on time. This fee is due when someone is removed for non-payment, and then wishes to restore their name to the register. It is unfair to ask those members and registrants who pay on time to subsidise periods of interest-free registration of late payers, and so the non-payment restoration fee recovers all costs of chasing late payers.

Voluntary removal from the register:

There is an administrative cost associated with the removal of a member or registrant from a register. It would be inequitable to require people who may have contributed many years' service to pharmacy to pay a fee to extract their name from a register. The integrity of the registers may also be called into question if a fee were to be applied. Therefore no fee is charged for voluntary removal from the register.

## EEA Pharmacists

Scrutiny fee:

This fee is payable to cover the initial scrutiny of an application to determine whether an EEA applicant has a qualification or relevant work experience which complies with Article 23 or Article 44 of Directive 2005/36/EC.

Assessment Fee:

If an EEA applicant does not have a qualification or work experience that complies with the Directive (see above) then this fee is charged to cover the assessment of the applicant's qualifications and work experience in accordance with Articles 10 and 14 of Directive 2005/36/EC.

## Adjudicating Committee

These fees are for processing and verifying applications from internationally qualified pharmacists who are not covered by Directive 2005/36/EC.

## Pharmacist Prescribers

### Supplementary/Independent Prescriber Application Fee:

It is accepted that pharmacists who have worked towards and obtained annotations are at the forefront of the profession, however the level of risk in practice at this level is greater but one from which the entire pharmacy profession gains. The ongoing cost, therefore, of developing important new forms of pharmacy practice is borne by all members and registrants equally, as ultimately many could benefit from their lead. This fee covers the administrative costs incurred in processing these applications.

### Pre-registration

#### Pre-registration Training Fee:

This fee covers the costs of undertaking pre-registration training.

#### Registration Examination Fee:

This fee is payable in order to sit the registration examination.

#### Examination Late Entry Fee:

This is double the cost of the standard examination fee due to the last-minute work generated if candidates do not submit paperwork by the stated deadline.

### Administration fee

A re-processing fee will apply to those whose payments are not honoured by banks or card issuers.

### Fees in connection with Certificates

#### Certificate of registration:

This fee covers the administration costs of issuing a replacement certificate.

#### Certificate of current professional status:

The issue of a letter of good standing/certificate of current professional status is a labour intensive process, and attracts a significant cost. This fee reflects the cost of this service.

### Pharmacy Technician Application Fees

#### Route a:

This fee is for those pharmacy technicians who meet the qualification and work experience requirements for registration through route a.

#### Route b:

This fee is for those pharmacy technicians who meet the qualification and work experience requirements for registration through route b. The higher fee for this route covers the evaluation process which is required.

### Overseas (EEA and Non-EEA):

This fee is for those pharmacy technicians who meet the requirements for registration through the overseas (non-EEA) or EEA application routes. The higher fee covers the additional costs of validation and evaluation which is required for overseas qualified applicants.

### Returned Application Fee:

Where an applicant for registration in the voluntary register of pharmacy technicians has incorrectly completed an application form, or has not fully completed it, or not supplied all the relevant supporting documentation, an administration fee will be due if the application has to be returned to the applicant more than once.

### Pharmacy Technician Retention Fees

#### Practising:

The full range of regulation must apply whenever a person practises under the Society's jurisdiction. The definition of 'practice' in the Pharmacists and Pharmacy Technicians Order 2007 is:

*"a person practises as a pharmacist or a pharmacy technician if, whilst acting in the capacity of or holding himself out as a pharmacist or a pharmacy technician, he undertakes any work or gives any advice in relation to the dispensing or use of medicines, the science of medicines, the practice of pharmacy or the provision of health care".*

An incident requiring an investigation may occur on the first day of practice or the last, and every practising pharmacy technician benefits from the control of entry to the profession, standard setting and enforcement. The practising fee should apply irrespective of the amount of time any person is engaged in pharmacy practice, length of career or whole time equivalence.

The practising retention fee will apply to any registrant who practises or intends to practise in Great Britain.

#### Non-Practising:

Major costs associated with regulatory activities for practising pharmacy technicians are not apportioned against non-practising registrants.

#### Upgrade fees:

There is an administrative cost associated with moving a person from one part of a register to another, and this should be borne by the registrant. Moving from the non-practising category to practising incurs a fee equivalent to the difference between the practising fee and the non-practising fee.