



**Royal
Pharmaceutical
Society**
of Great Britain

Law and Ethics Bulletin

Copying of registration certificates

The guidance supersedes that contained within a Law and Ethics Bulletin published on 25 October 2003.

Under Sections 70 and 71 of the Medicines Act 1968, a pharmacist in personal control of a pharmacy must have his or her registration certificate conspicuously displayed.

Pharmacists and pharmacy technicians are advised that they must only use their original registration certificate, issued by the Society, to display their registration details in a pharmacy. Under no circumstances may a copy of a registration certificate be used.

Pharmacists' and pharmacy technicians' registration certificates are the property of the Society. As such, the Society only allows pharmacists to provide copies of registration certificates for those requesting a copy for genuine record-keeping purposes. Examples would include, where an overseas registration board or Society needs a copy as part of their application process, or an employer/locum agency wishes to place a photocopy of a pharmacist's registration certificate in their personal file to demonstrate that a check of their registration status has been made. Any photocopies should be clearly marked "copy". Pharmacists must ensure that safeguards are in place to prevent unauthorised use of their certificate or copies thereof.

Those using copies of certificates as a means of checking registration must ensure that a live register search is undertaken on the Society's website (www.rpsgb.org) or through the Registration Section, to make certain of the registration and practising status of the pharmacist. This is vital with the introduction of interim orders affecting certain pharmacists' ability to practise and the possible movement of pharmacists to different Parts of the register.

Once the requirements for the responsible pharmacist come into force under the Health Act 2006, pharmacists will no longer be required to display their registration certificates. New guidance will be issued at that time.

10th January 2008

If transporting the certificate is difficult, an A4-size registration certificate is available. Those members wishing to take advantage of this facility should return their certificate (by recorded delivery) to the Registration Section. The cost of a replacement certificate is £10 (cheque made payable to RPSGB). Pharmacists can expect to receive their certificate within eight weeks. Their new certificate will be sent to their registered address by recorded delivery.

The information contained here applies equally to pharmacists and registered pharmacy technicians.