



College of Veterinarians of British Columbia

ORDERING SCHEDULE FOR NEW PRACTICE FACILITIES

It is the responsibility of the registrant to submit their orders for the products they have accreditation to purchase based on the stage of the practice set-up. It is not the responsibility of the veterinary distributor to police registrant ordering. However, they may have their own policies based on their obligations under non-CVBC legislation.

Dispensing medication to the public should only occur from a practice facility accredited for that veterinary service.

The following schedule is set down to guide all parties involved in the steps to accreditation and what the CVBC considers to be appropriate ordering behaviour by registrants.

Stage 1: Practice Name Approval

- Practice is not yet recognized by the college as an “entity”. **No ordering.**

Stage 2: Application for Accreditation

- Should occur as practice is at stage of requiring official recognition as an “entity”, for business and/or ordering purposes.
- Practice is entered into the CVBC database (not listed on Registry).
- A confirmation notice is sent to the veterinary distributors (not Summit Pharmacy)
- At this stage the CVBC expects registrants may order equipment and general supplies such as bandage material, catheters, fluids, food and OTC products. Inhalant anesthetics can be ordered to allow calibration of anesthetic machines.
- Practice should be at stage where it can safely store and secure general supplies.
- This should allow a registrant to prepare their practice to be ready to offer services.
- **Veterinary Biologics, Prescription drugs and Controlled drugs should not be ordered.**

Stage 3: Inspection by CVBC Inspector

- The inspector will ensure the practice has adequate equipment and general supplies to offer the declared scope of practice.
- They will confirm the practice has appropriate security and storage for Rx products and veterinary biologics.
- If they are satisfied, **the inspector will notify the registrant that they are able to submit their order for Rx drugs and veterinary biologics.** They will then submit the order receipt to the CVBC so the inspector can confirm the relevant standards are met on their inspection notes.



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- These will be provided to the accreditation committee, along with confirmation of the safety and security for controlled drugs.
- It is expected a registrant will only order drugs when approved, so if the confirmation notice was sent as outlined in Event 2, **the distributor should now be able to ship to the address in that notification.**

Stage 4: Practice granted Provisional Approval to Operate by Committee

- Notice will be sent to Distributor and Summit Pharmacy that the practice is now allowed to offer services, including ordering and storing of pharmaceuticals.
- Practice is now listed on the CVBC online registry.
- They will be notified if this practice has chosen to not be accredited for ordering and storing of controlled drugs.
- **Practice may now submit order for controlled drugs.**

Stage	Items that can now be ordered	Do Not Order
1. Name Approval	none	Anything
2. Application for Accreditation ^A	General supplies, OTC items, Equipment, Anesthetic gases	Veterinary Biologics, Prescription Drugs, Controlled Drugs
3. CVBC Inspection- Inspector determines adequate security and storage	Veterinary Biologics, Prescription Drugs	Controlled Drugs
4. Provisional Approval to Operate Granted ^B	Controlled Drugs	If not accredited for Controlled Drugs

^{A.} Notice to Distributors that practice is seeking accreditation and can order non-controlled drug items

^{B.} Notice to Distributors and Summit Veterinary Pharmacy that practice now has approval to operate; controlled drugs can be ordered (unless noted they are not part of their accreditation)