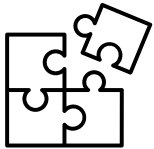




PHARMERS ACADEMY

COURSE GUIDE



This course guide is designed and published specifically for Pharmers Academy; a division of Pharmers Pty Ltd (2018/282705/07) a consulting pharmacy registered with the South African Pharmacy Council (Y60419) with VAT number 4130315940. It contains the following sections:

INTRODUCTION	2
FULL MEDICATION REGISTRATION SHORT COURSES	3
ELECTIVE COURSES	5
GXP APPLIED COURSES	7
COMPLIANCE COURSES	9
CAREER OPTIONS COURSES	10
MEDICATION THERAPY MANAGEMENT COURSE	12
RA WORK PLACEMENT	14
PHARMACY BUSINESS STARTUP	15
CONTINUING PROFESSIONAL DEVELOPMENT COURSES	15
CALENDAR (RECORDED & LIVE SCHEDULE) & PRICING	16
CONCLUDING REMARKS	20
APPLICATION FORM	21

1. INTRODUCTION



At Pharmers Academy, we have a number of relevant, precise and sector shifting courses available for every mindful learner in the medico-pharmaceutical industry. Take your time and explore each course to understand if it suits your skill need. Don't hesitate to request clarity or personalisation of training for yourself or a group. Take your time and peruse through our amazing 30+ courses, noting the formats available and scheduled availabilities. Our best seller and all time favourite RA short course for pharmacists (RASCP) is also readily available in the latest 2024 version (recorded or live) as well as our exclusive RAWP one-year RA work placement experience! These are all certified and bankable for your CVs and upcoming interviews!

Entry requirements, aims and pre-requisites are as follows:

Pre-requisites:

- **GxP Applied** – P number to prove registration or other council registration; or degree certificate
- **RASCP** – P number to prove registration, or degree certificate
- **MTM StartUp** – P number to prove registration
- **RAWP** – prior RA training certificate / curriculum (from Pharmers or other provider)

Other courses without specific mentioned pre-requisites are open to everyone

What to expect and consider before you start

To attend the on-demand recorded versions of these courses, you will need:

- Internet connectivity
- A few self-study hours
- A working device (desktop / tablet / laptop computer)
- Printer/scanner or electronic signature to sign declaration forms
- A WhatsApp number for additional learning support group environment

2. FULL MEDICATION REGISTRATION SHORT COURSES



A practical dossier compilation masterclass series ideal for:

Pharmacists looking to move from other sectors into regulatory affairs

- *Regulatory Affairs Short Course For Pharmacists (RASCP)*

These two courses are divided into 4 learning classes with a fifth practical example class:

Day 1 or Class 1

Masterclass 101 - Introduction to Regulatory Affairs

Duration: approx. 1.5 hours + (average 5 self study hours)

Location: online

Additional Features: Personality Assessment, Homework, Assessment, Additional Guidance Resources, Certificate

This introductory session spells everything out for you from a general and bigger perspective. It focuses in on the local (SAHPRA) and international (EMA, ICH, EDQM, WHO, etc.) guiding authorities by providing understanding on the four main components of regulatory affairs. Learn the basics of the product application process for and compiling a dossier. You will understand what, who, when where and why RA is what it is! Commonly used jargon and key ideas/ concepts needed to grasp the essence of RA are also described. You will also determine if it is for you as a SWOT analysis is also done with examples to help participants relate personally.

Day 2 or class 2

Masterclass 102 – Module 1 Compilation

Duration: 2.5 hours + (average 15 self study hours)

Location: online

Additional Features: PHARMERS m1 Tool, Assessment, Homework, Additional Guidance Resources, Certificate

This detailed session starts with the first ADMINISTRATIVE module of a dossier compilation; the one outside of CTD. Terms, subsections, module, and nodes are discussed for each. SAHPRA guides are explained, and you will definitely grasp a good understanding of PI/PIL/ Label/ BTIF examples. Attachments of various kinds are also given to show the participants how to put this module together. Use the unique PHARMERS TOOL provided. Submit your homework and get evaluated!

Day 3 or class 3

Masterclass 103 – Modules 2/4/5 eCTD

Duration: 1.5 hours + (average 15 self study hours)

Location: online

Additional Features: PHARMERS 103 Tool, Assessment, Homework Additional Guidance Resources, Certificate

Module 2 represents the SUMMARIES module and has the template for QOS/QIS, the other 2 compilation document types are standard even for module 4 and 5. ICH/EMA guidelines relevant to all 3 modules are discussed in theory and using the Pharmers tool to guide you into the expected compilation. Submit your work and get evaluated. Additional resources (guides) also provided.

Day 4 or class 4

Masterclass 104 – Module 3 eCTD

Duration: approx. 2.5 hours + (average 15 self study hours)

Location: online

Additional Features: PHARMERS 104 Tool, Assessment, Homework, Additional Guidance Resources, Certificate

This module represents the QUALITY part of a medicine dossier. You'll learn and understand how to carefully approach it during compilation. During the class, each node is discussed in detail and examples from international guidelines such as EMA/ICH are given. Get a chance to understand the pre, during, and post compilation screening. Learn about finding deficiencies / query lists and very importantly which tests need to be done to assess BE (bioequivalence) for registration products etc. Project manage and keep track of applications like a pro!

Day 5 Compilation Practice or class 5

Masterclass 104 Extended - Drug Compilation (m1-2-3-4-5)

Duration: 20+ hours

Pre-requisites: **Relevant RA Short Course**

Location: online

Additional Features: multiple dossiers, monthly work environment tasks, ongoing Assessments, Final Certificate

Come work at Pharmers Academy as a new recruit. Enter the work environment we simulate with real life dossiers and day to day RA experience. This is the bankable experience you've been waiting for. Up to a year's worth! 4 quarters, different projects and assignments. Work alone or in groups and get it done! Keep up with SAHPRA's new RIMs and eCTD submission processes while you learn from a variety of medicine registration applications with different dosage forms, reliance types and supporting evidence. Manage your portfolio and liaise with stakeholders as you typically would in a professional setting. Receive feedback as you go along until all your submissions are successful! Finish your year and get recommendations for your career ahead.

3. ELECTIVE COURSES



Ideal for:

Learners who wish to add further skill or refresh their skill in relevant sectors. These courses can also benefit participants who recently filled new roles or are aspiring to enter these sectors by showing they have an upper hand in their knowledge and skill training.

Masterclass 105 – Quality Assurance Fundamentals

Duration: approximately 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, QA Tool, Certificate

Get introduced to QA and its fundamental elements. In a typical pharmaceutical manufacturing environment as an example, you will find that a quality management system (QMS) is crucial. The QA team is responsible for designing and maintaining all aspects of quality (external and internal) in the organization through the QMS. Explore guidelines, systems, and attempt a quality plan of your own during your homework using our special QA Tool.

Masterclass 106 – Variations and Baseline Conversions (MBR/MRF)

Duration: approximately 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, GMP Tool, Certificate

All old formats (MBR/MRF need to be converted to CTD) this is called a baseline dossier with sequence 0000. Once this is done, learn how to distinguish between type I and type II variations (through the EMA variations guidelines) required to be submitted as your product lives out its lifecycle. Compile variations/ amendment changes 0001, 0002 correctly.

Masterclass 107 – Complementary Medicines & Registration

Duration: approximately 3.5 hours (+ self study hours)

Location: online remote

Additional Features: Homework, Assessment, Additional guidance resources, Certificate

To obtain and maintain SAHPRA compliance towards complementary medicines, one needs to know how to correctly classify them (herbal supplements or discipline specific), and what the registration requirements are (PI/PIL, 3D list, desktop application form etc). learn all of the latest requirements while doing a practical example of your own in your homework.

Masterclass 108 - Medical Devices: Licensing + Startup

Duration: approximately 5 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Certificate

There's a lot to unpack in this one. First start with the basics of understanding all categories and how medical devices are classified. From covid test kits, to glucometers there are a lot of Principles, and algorithms to consider and understand. Then, learn about the licensing categories (manufacturing, distribution, wholesale, and the new export only one) as well as the processes for application in each case. Lastly, review local and international guidelines and important industry communication set out by the WHO, EMA, and the national regulatory authority (SAHPRA).

Masterclass 109 – Biologicals, Biosimilars & Registration

Duration: approximately 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Pharmers Tool, Certificate

Equivalence and similarities are the name of these differentiation games. Learn what a biological or biosimilar medicine dossier consist of. Learn what differences there are to a orthodox medicine dossier. Complete the assessment and receive your certificate.

Masterclass 110 – Custom Training

Duration: approximately 3 hours + (5 self study hours)

Location: online or at your premise

Additional Features: Homework, Assessment, Additional Guidance Resources, handouts, Certificate

This is a customised training session for you or your team. Decide on topic and approach to maximise learning outcomes and participant development.

4. GXP APPLIED COURSES



Ideal for:

Pharmacists, pharmacist assistants, scientists who wish to begin or fast-track their learning in various pharmaceutical industry roles. Learn the principles and how to apply them to day-to-day practice. New or refresher skills training suitably presented for entry level purposes and outcomes.

Masterclass 111 – Good Manufacturing Practice; Applied

Duration: approximately 4 hours (+self study hours)

Location: online

Additional Features: Homework, Assessment, Pharmers Tool, Certificate

This introductory session spells out all the fundamental concepts, practices, and regulations (local/global) of c/GMP in an applied way. The 5 Ps of c/GMP will layout the people (personnel, qualification, required expertise including that pertaining to GEP,GMP,GLP,GPP), premise (utility systems, equipment & requirements, calibrations & qualification, validations(CV)), procedure (policies, guidelines, deviations, validation, contracted parties and good documentation habits), process (development, principles, audits, validations (PV, MVP), standards, value vs supply chain), product (quality assurance &management with systems, specifications/ identifiers, templates, inspections, release, risk management (including CAPA) etc.), for assistants, scientists and pharmacists as appropriate. Explore master BMR and BPR documents. Base and current technologies (key vs supportive) as well as systems are discussed. Submit your homework + assessment for evaluation and obtain your masterclass certificate once successful! Submit your homework and assessment for evaluation and obtain your masterclass certificate once successful!

GPP

Masterclass 112 – Good Pharmacy Practice; Applied

Duration: approximately 3 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, GPP Tool, Certificate

This introductory session spells out the fundamentals on good pharmacy practice in an applied way. Learn the WHO GPP requirements, the philosophy, the 4 WHO principles, additional elements in practice, how to collaborate with other health professionals, local (NDoH/SAPC) and international (WHO/FIP) authorities and guides etc. Explore the SAPC part 1 - pertaining to rules relating to code of conduct, part 2 - pertaining to the rules of GPP, part 3 - pertaining to the rules of paid services, and part 4 - pertaining to the disciplinary rules; then apply them in a real-life scenario. Submit your homework and assessment for evaluation and obtain your masterclass certificate once successful!

GWP/GDP

Masterclass 113 – Good Warehousing + Distribution Practice Applied

Duration: 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, GW/DP Tool, Certificate

This introductory session spells out the fundamentals on good warehousing, (wholesaling) and distribution practices in an applied way. Learn the principles of storing actives and finished products to preserve quality and integrity. Equipment & facilities (qualification & validation), personnel, good documentation involved and data integrity etc. including SAHPRA wholesaling practices; then apply them in a real-life scenario. Go through an inspection schedule as well as an SOP list to gain practical applied knowledge. Submit your homework and assessment for evaluation and obtain your masterclass certificate once successful!

GCP

Masterclass 114 – Good Clinical Practice; Applied

Duration: approx. 3 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Protocol Tool, Certificate

The South African Good Clinical Practice Guidelines for Clinical Trials is the cornerstone of this masterclass. Learn some key concepts and principles of conducting ethical clinical trials, selecting & protecting selected participants (consent, safety, and compensations). Learn about INVESTIGATORS, and SPONSORS of clinical trials. Learn who the authority bodies and stakeholders are (NHREC, SAHPRA, RECs, SANCTR, NHRC, PHRC) as well as their responsibilities. Explore protocol writing and submit your homework and assessment for evaluation and obtain your masterclass certificate once successful!

GRP

Masterclass 115 – Good Regulatory Practice; Applied

Duration: approx. 3 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, GRP Tool, Certificate

This introductory session spells out the fundamentals on good regulatory practice in an applied way based on the latest 2021 W.H.O guidelines. . Learn core elements of regulatory systems around the world, understand the framework for good regulatory practice and good reliance practice, learn about the 9 WHO principles of efficient regulations, practical ways these principles assist with product life cycles, and how to use this information in your (future) workplace as an aspiring or beginner regulator. See a case study for South Africa comparing the *old* MCC vs the *new* SAHPRA and how regulation practices have changed. Submit your homework + assessment for evaluation and obtain your masterclass certificate once successful!

5. PROFESSIONAL COMPLIANCE COURSES



Ideal for:

Pharmacists in industry or those looking to make the switch to positions of leadership, medicinal cannabis or pharmacovigilance compliance will benefit from these courses. In addition, prescribers seeking to elevate their prescribing knowledge/ polish their habits should consider 119 for themselves and their patients.

Masterclass 116 – The Responsible Pharmacist (In Industry)

Duration: approximately 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, GMP Tool, Certificate

The responsible Pharmacist is the pharmacist in charge of compliance in a pharmacy (all types). According to the pharmacy Act and the medicines and related substance act, the RP requirements are mandatory. In community or institution, the roles are more naturally intuitive as most pharmacy curricula teach and train for those major settings. Industry on the other hand is not as intuitive, therefore present the most challenge to those appointed. Learn the industry requirements and excel in your new role.

Masterclass 117 – Medicinal Cannabis Licensing & Compliance in SA

Duration: approximately 3 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Certificate

Medicinal cannabis is a booming field in South Africa with many players entering the sector at a fast pace. There is much interest and much confusion. Learn the latest license types available for licensing with SAHPRA (manufacturing, cultivating, or export), and go through the application process (forms). Lastly, learn the plant compliance requirements for local and international GMP compliance and client satisfaction. Discuss some common setting up errors (seed types, growing conditions, etc.) and how to avoid replicating them including handling THC and CBD as S4 & S6. Complete your homework and submit for evaluation.

Masterclass 118 – Pharmacovigilance Compliance in SA

Duration: approximately 4 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Certificate

This pharmacovigilance course provides fundamental understanding of pre and post marketing monitoring of medicines and health products. Systems put in place around the world ensure that patient safety is closely addressed. Aspects of prevention as well as promotion are outlined. As a health care professional, your important role in pharmacovigilance is also discussed. Whether in the public or private sector, the scope and possible actions needed towards your patients, colleagues and the SAHPRA are many and varied. Discover the role and requirements prescribed by the regulator for all pharmacies, health practitioners, applicant, or holders of certificate of registration (HCR). Learn the objectives and content of a PSMF and how to manage the effectiveness and quality therein. Set up your SOP list and establish an effective PV system in your organisation based on the latest SAHPRA, EU and FDA guidelines. Submit your homework and assessment for evaluation and obtain your masterclass certificate once successful!

Masterclass 119 – Pharmaceutical Formulation Development

Duration: approximately 3 hours + (5 self study hours)

Location: online

Additional Features: Homework, Assessment, Additional Guidance Resources, Certificate

Design your own robust formulation. Using sound quality by design principles and applying technical aspects described in the masterclass, you will be introduced and taught about what matters most. Learn key principles from an expert pharmaceutical developer. Complete the assessment and obtain your completion certificate. This is a suitable masterclass for those newly in or aspiring to enter production.

6. CAREER OPTIONS COURSES



These courses are ideal For:

Pharmacists who are looking to explore new careers or additional / secondary stream of income generating options. Knowing what's available and the sectors in which you can switch to will show you new opportunities and make knowledgeable decisions towards your immediate and future career plans.

Masterclass 126 – Medical Writing For Beginners

Duration: approximately 3 hours

Location: online

Additional Features: Homework, Tools, Assessment, Certificate

This course introduces medical writing and the most common environments in which writers are needed and found. Learn how to find opportunities and position yourself as an aspiring medical writer. Learn how to build a credible portfolio and even set up your freelance business. Start writing your first piece and submit it for evaluation.

Masterclass 127 - Career Guidance

Duration: approximately 3 hours

Location: online

Additional Features: Homework, Asse

The pharmacist's career options are many in South Africa. They are even more abroad. Explore the options you have locally and internationally. Know where to look for vacancies, especially the non-advertised ones. Develop the necessary eagerness and attitude which will unlock your potential and set you above your competition. Plan your career for the short and long term and strategize accordingly. You are in control so go get exactly what you want!

Masterclass 128 – Developing the Pharmacist's Online Voice

Duration: approximately 3 hours

Location: online

Additional Features: Homework

Establishing your voice as a pharmacist can be daunting. Understand what your voice is, where and how to echo it for maximal purpose. Learn strategies for immediate action and long-term outcomes on the social media platform of your choice. Find the relation between your voice and your income when you use it correctly in your private practice / independent pharmacy. Identify common errors made during community practice that produce harmful results from the patient perspective.

Masterclass 129 – Medication Dispensing Fundamentals

Duration: approximately 3 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

Dispensing medication might be the most underrated skill in health care. When carefully assessed, the risks involved in giving active pharmaceutical ingredients to unsuspecting patients as therapies in combination; opens up the door to a multitude of important considerations to make as discussed in this course. Learn the 3 phases of dispensing as described in the GPP as well as some additional actions which elevate the patient experience to unbeatable heights.

Masterclass 130 – Pharmacy Businesses & Entrepreneurship

Duration: approximately 3 hours

Location: online

Additional Features: Homework

Opening a new business is a scary yet exciting project. When it's in the pharmaceutical field it has an added layer of scrutiny and compliance requirements. Learn how to open a pharmacy from start to finish. Explore the various budgets involved for startup, operations and how they change when adding a clinic within the pharmacy.

7. MEDICATION THERAPY MANAGEMENT STARTUP COURSE



Ideal for:

This course is ideal for the pharmacist who wants to enhance their patient-facing services. Whether in private practice as a PCDT pharmacist or even in community during Pharmacist-Initiated-Therapy (PIT) or regular patient interactions requiring greater attention to entire pharmacotherapy holistically. Start consulting patients intentionally. This course comprises 7 masterclasses:

Day 1

Masterclass 131 MTM Background, Models & implementation

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the first of 7 masterclasses in the MTM course. Understand where the need for deeper patient care unique to pharmacy arose from and various models available that may match your objectives and circumstances. Learn how to implement MTM in quick and suggestive ways by dropping seeds of interest to potential MTM candidates.

Day 2

Masterclass 132 Quality measures & Essentials

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the second of 7 masterclasses in the MTM course. All pharmacist services should be of high quality. MTM is no different. Provide exceptional value requires exceptional preparation. Those essential aspects are discussed herein.

Day 3

Masterclass 133 Potential Patients & Sessions

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the third of 7 masterclasses in the MTM course. It's not every patient that is suitable for MTM. Learn how to identify them and design fitted sessions that address all key elements.

Day 4

Masterclass 134 Assessments Strategies + Overall Accuracy

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the fourth of 7 masterclasses in the MTM course. When assessing patients there are different strategies that can be used with different scenarios. Learn how to accurately assess your short- and long-term patient whether online, in person, a child, an adult, or otherwise disabled.

Day 5

Masterclass 135 Professional Communication and Documentation

Duration: approximately 2 hours

Location: online

Additional Features: Homework

This is the fifth of 7 masterclasses in the MTM course. Learn how to promote your skill to professionals/colleagues through speech, written statements and even videos. Have the correct documentation to ease record keeping and also dissemination of activities and outcome.

Day 6

Masterclass 136 MTM Action Plan & Science

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the sixth of 7 masterclasses in the MTM course. Use evidence-based practice to create a simple and effective action plan for your patient that will have their treatment buy-in and easy to follow KPIs to improve adherence.

Day 7

Masterclass 137 Setting up Practice & overcoming Newness

Duration: approximately 2 hours

Location: online

Additional Features: Homework, Assessment, Tool, Certificate

This is the seventh of 7 masterclasses in the MTM course. You are ready to start your service offering! How will you structure medical aid reimbursements or cash payments? Learn how to set up, train colleagues and market the service for maximum interest & uptake!

8. RA WORK PLACEMENT – 12 months Practical Experience



RAWP - 138 / 139

Duration: 600+ hours;

Pre-requisites: **Relevant RA Short Course**

Location: online, remote

Additional Features: multiple dossiers, optional SAHPRA visits, Client work, ongoing work, Final Certificate

Come work at Pharmers Academy as a new recruit. Enter the work environment we simulate with real life dossiers and day to day RA experience. This is the bankable experience you've been waiting for. Up to a year's worth! 4 quarters, different projects and assignments. Work alone or in groups and get it done! Keep up with SAHPRA's new RIMs and eCTD submission processes while you learn from a variety of medicine registration applications with different dosage forms, reliance types and supporting evidence. Manage your portfolio and liaise with stakeholders as you typically would in a professional setting. Receive feedback as you go along until all your submissions are successful! Finish your year and get recommendations for your career ahead.

9. PHARMACY BUSINESS STARTUP COURSE



Masterclass 140 Ultimate Pharmacy Startup Course

Duration: approximately 3 hours

Location: online

Additional Features: Guidelines, Checklist, Budget, Homework

This 6 part comprehensive course covers all aspects of starting a pharmacy in South Africa. The course discusses all pharmacy types in the introduction but focuses on community pharmacy applications. Understand who the governing bodies are and what they require from the applicant and the responsible pharmacist. Consider the legal fees and licenses needed. The course breaks up the licensing process into pre and post licensing activities and how to tackle them. Use the checklist to screen your project and prevent automatic fails. Anticipate budgets, risks and how best to reduce time delays. Outcome types are discussed as well as how to obtain a practice number, how to staff, stock and fit your pharmacy in readiness for launching. Lastly, we discuss marketing, maintenance and other key aspects for longevity.

10. Continuing Professional Development (SAPC friendly)



‘Continuing Professional Development’ is defined in the Regulations relating to pharmacy education and training published in terms of the Pharmacy Act, 53 of 1974, as follows: ‘Continuing professional development means the process by which natural persons registered with Council continuously enhance their competence throughout their professional careers, and encompasses a range of activities including continuing education and supplementary training’.

A person who is registered in one of the categories prescribed in terms of Section 14 of the Pharmacy Act, 1974, and who is designated as practising on the register, may have their designation changed by Council from practising to non-practising if they do not comply with Council's requirements relating to participation in CPD and the recording thereof in the format approved by Council.

All registered persons who are designated as practising will be required to participate in CPD by following the CPD cycle shown in Figure 1 below. The CPD cycle is a process that involves four steps, namely:

Step 1: Reflection on practice (answers: What do I need to know? and What do I need to be able to do?)

Step 2: Planning (answers the question: How can I learn?)

Step 3: Implementation (describes the action taken)

Step 4: Evaluation or reflection on learning (answers: What have I learnt? and How is it benefitting my practice?).

Pharmers Academy has created a course for one of the competencies, in each of the domains:

Domain	Course Name / Code	Course Description
1 - Domain 1 – Public Health 1.1 Promotion to Health & Wellness	(PHW) How to Promote Health & Wellness (7 ways)	One of the most neglected aspects of Pharmacy - Learn 7 ways to promote health and wellness in your workplace whether public or private.
2 - Domain 2 – Safe & Rational Use of Health Products 2.1 Patient Consultation	(EPC) How to effectively consult Patients (8 steps)	Pharmacists and other HCPs at some point need to consult a patient (informally or formally). It is important to conduct it in a sequentially sound manner and with training, it becomes second nature
3 - Domain 3 – Supply of Medicines & Devices 3.4 Medicine Dispensing	(OMD) How to Dispense Medicines Optimally	Dispensing is an art, unfortunately it has been trivialised into JUST giving out medicines! No, there's so much more.
4- Domain 4 – Organization & Management Skills 4.1 Human Resource Management	(HRM) How to manage employees (6 steps)	Owners, managers, seniors! If you work with people and have delegation authority, you MUST be trained and aware of how to do it. Professionally & ethically, ensure your work environment is pleasant.
5 - Domain 5 – Professional & Personal Practice 5.5 Leadership	(LBM) How to lead and manage a business (10 steps)	Leadership is a vast topic but here we focus on leading in dispensary/ pharmacy management. Being an owner has its rewards but its responsibilities are not always clear.
6 - Domain 6 – Education, Research & Critical Analysis 6.2 Provision of Education and Training	(ETD) How to educate and train others	Nothing worse than stagnating in life and work. Whether for your employees, or patients; there's is value and growth to be gained if proper education and training strategies or programs are established. <i>They always need a new goal to achieve!</i>

11. CALENDAR (RECORDED & LIVE SCHEDULE) & PRICING

The 2024 calendar and price list are set per quarter. The first quarter (Q1) running from January to March has concurrent specials to look out for. Check our website (www.pharmers.co.za/academy), social media pages (LinkedIn, Instagram, Facebook, YouTube, WhatsApp) for frequent updates, discount codes and more information). Two formats exist for most courses i.e. recorded and live. "RECORDED" means the course is pre-recorded and available through private links to watch on-demand. "LIVE" means the course is presented in real time with learners (whether online or in person) or both (hybrid). Recorded courses are available monthly. Learners need to register or enrol the month before or earlier to reserve their space for the 1st of the month they wish to begin. Live courses are only available according to the calendar or pop-up schedule below. Learners are required to book at least 2 weeks in advance to reserve their limited spaces.

New learners require to enrol into the academy and pay the associated enrolment fee. This is a once off fee that provides lifetime enrolment. Subsequent course registrations will use the same unique enrolment number for each returning learner. The course fees are also advertised before vat (tax) and any applicable specials or sale discounts are to be calculated for your invoice once registration form is filled out and desired courses selected.

The live course formats are hosted in venues around Gauteng, South Africa unless otherwise stated. Always to be announced or confirmed 2 weeks prior course or event.

The short course is 101 – 104 extended for pharmacists.. These prices exclude VAT and once off enrolment fee if its your first enrolment: R17500

COURSES / MASTERCLASSES		RECORDED	LIVE
NAME & NUMBER		Excluding VAT (1 st of every month)	DATES
101 - Introduction to Regulatory Affairs	1 of 5	R3500 <small>RASCP</small>	R19 500 January 2025
102 - Module 1 eCTD ZA	2 of 5	R3500 <small>RASCP</small>	
103 - Module 2/4/5 eCTD	3 of 5	R3500 <small>RASCP</small>	
104 - Module 3 eCTD (plus dossier example)	4 of 5	R3500 <small>RASCP</small>	
104 Extended – module 1-2-3-4-5 compilation example	5 of 5	R3500 <small>RASCP</small>	
105 - Quality Assurance Fundamentals		R3200	N/A
106 – eCTD Variations & Baseline Conversions		R3200	
107 - Complementary Medicines & Registration		R3200	
108 - Medical Devices Licensing + Startup		R3200	
109 - Biologicals, Biosimilars & Registration		R3200	
110 - Customized Training – request your own		Cost will depend on specifications / need	

111 - GMP Applied (Good Manufacturing Practice)	R3200	R3500 Each January 2025
112 - GPP Applied (Good Pharmacy Practice)	R3200	
113 - GWP + GDP Applied (Good warehousing/ distribution Practice)	R3200	
114 - GCP Applied (Good Clinical Practice)	R3200	
115 - GRP + GReP Applied (Good Regulatory Practice)	R3200	
116 - The Responsible Pharmacist (in Industry)	R3200	N/A
117 - Cannabis Compliance in SA	R3200	
118 - Pharmacovigilance Compliance in SA	R3200	
119 – Pharmaceutical Formulation Development Fundamentals	R3200	

120 - Domain 1 – Public Health	R1000	N/A	
121 - Domain 2 – Safe & Rational Use of Health Products	R1000		
122 - Domain 3 – Supply of Medicines & Devices	R1000		
123 - Domain 4 – Organization & Management Skills	R1000		
124 - Domain 5 – Professional & Personal Practice	R1000		
125 - Domain 6 – Education, Research & Critical Analysis	R1000		
126 - Medical Writing (Beginners in South Africa)	R2000		
127 - Career Guidance – Pharmacist Options	R2000		
128 - Legal Prescription Writing 101	R2000		
129 - Developing a Confident Online Pharmacist Voice	R2000		
130 - Medication Dispensing Fundamentals	R2000	R1500 Each 7th – 14th October	
131 - Background, Models & Implementation	1 of 7		R1200
132 - Quality Measures & Preparation Essentials	2 of 7		R1200
133 - Potential Patients & Conducting Sessions	3 of 7		R1200
134 - Patient Assessment Strategies (accuracy)	4 of 7		R1200
135 - Professional Communication & Documentation	5 of 7		R1200
136 - Evidence-Based Action Plan	6 of 7		R1200
137 - Setting Up Practice & Overcoming Newness	7 of 7	R1200**	
138 – RAWP- AT (RA Work Placement Pharmers Academy Trained)		R15 000	Remote, 50 hours monthly
139 – RAWP- NA (RA Work Placement Non Pharmers Academy Trained)		R23 000	Remote 50 hours monthly
140 – Ultimate Community Pharmacy (Starter Pack Training)		R9500	Recorded videos

Live 2024 academy calendar				
Quarter - 3		September 2024		
Course Name	Course Description	Masterclass Type	Cost (excluding VAT)	Date
Quarter - 4		October - November - December 2024		
BRAT	Basic Regulatory Affairs Training	Online	FREE + enrolment fee	November

12. CONCLUDING REMARKS



Upon completion of any of our courses, participants to the academy will receive certificates. With the full courses, they will also receive a summary of outcome and recommendation letter.

Typical Duration

Recorded masterclasses are taken at your own time and convenience, therefore completion is also dependent on your own pace. The minimum amount of time is 5 days as that will assume one class is taken per day as with the live sessions, but the completion of self study, assessments, homework, and feedback is likely to take longer for most participants. On average a class per week is a reasonable time frame to expect. Many participants have taken on average 3 months to complete the short course 101-104 ext. We however allocate up to 6 months from the start date for learners to submit all requirements in order to receive continued support, feedback, and certification (the complimentary cv + interview preparation session for 101-104 ext. participants must also be booked within the six-month deadline). Should a participant not meet these requirements they forfeit their certification. A request for extension of the 6 months period can be made in writing with expressed justification.

Successful Completion

Upon completion of each masterclass / course and its requirements, participants will receive completion certificates.



Academy Certification is subject to the following:

- Successful completion of homework (signed declaration statement)
- Successful completion of feedback form
- Successful completion of class assessment (50% class mark is considered a pass; a re-assessment will be provided for any participants who do not succeed on their first attempt)

A Premium Distinction seal on the certificate is issued to participants who score 80% and higher!

Lastly;

An appeal process is in place for learners who require it.

A request for extension form is also available for learners who may need more time beyond the initial enrolment time to complete their course.

Payment plans exist as shown on the application form selection to facilitate learners enrolment with minimal strain. Enquire about our Interim RP service Swap to further reduce your course costs!

APPLICATION FORM

PHARMERS ACADEMY - REGULATORY AFFAIRS TRAINING + INDUSTRY COURSES

Participant Title:		First Name:	
Last name:		Current Position:	
Company:		Email:	
Contact Number:		Prospective Start Date:	
Date:		COUNTRY / City:	
Degree / Qualification:		P Number:	Other council n:
NB – R500 enrolment fee applies to all new learners		Returning Learner enrolment number:	

COURSE SELECTION (please tick all boxes that apply)

Class / Course Code e.g., RASCP 101	On-Demand ✓	Live ✓	Apply Discount Code e.g., VAL14
....			
....			
....			
....			
....			
....			
....			

NB:
*This application form needs to be completed in full; Enter the correct masterclass number under class type; Select between **recorded or live** formats. If you have a discount code (seen on social media or our website) please insert it in the correct box*

Total Number of Classes:		Other Comments:	
TOTAL Payment Due including 15% VAT :	R		

PAYMENT OPTIONS SELECTION (please tick box which applies)

One Full Payment	<input type="checkbox"/>	Two x 50% (for short course (over 2 months only))	<input type="checkbox"/>	RP Swap (verified pharmacists only)	<input type="checkbox"/>
-------------------------	--------------------------	--	--------------------------	--	--------------------------

Please return completed form to academy@pharmers.co.za for an invoice to be generated for your selection.

Approved	<input type="checkbox"/>	Declined	<input type="checkbox"/>
Academy Authorised Signature:		Date: ... / ... / 2024	

MONEYBACK GUARANTEE & REFUND POLICY

Pharmers Academy has a new 10-day refund policy where participants may request and receive a refund on a purchased course (masterclass or short-course) provided they've followed the claim process within the stipulated time. Please refer to the Pharmers Academy Terms and Conditions for more information.

PHARMERS ACADEMY TERMS & CONDITIONS

All new learners have a R500 enrolment fee added to their invoice, returning learners automatically waiver this fee. Full payments are due before enrolments. Part payments can be in a 2 x 50% equal split payment first due on enrolment date and the next one due before the first day of the next consecutive month (30 days later). RRP swap payments can be opted only by registered active pharmacists who are not currently RPs anywhere. They can swap their R6k stipend for interim RP applications and thus get a reduced registration fee on the selected full short courses only. A combination of an RP swap as well as a 50% split payment in two installments is also possible for pharmacists only. Registration fees above include the following entitlements: entrance to sessions, registration pack, ongoing online support, links to additional resources. •Payments Terms; on the return of a registration form, full payment is required within 3 working days. Payment must be received prior to the event date. PHARMERS and its academy reserve the right to refuse entry into the course should full payment not have been received prior to the event date. Cancellations will be charged under the terms set out below. •Cancellations, no show, and substitutions: cancellations received in writing more than 21 days prior to the event being held carry a 50% cancellation fee. Should cancellations be received between 21 days and the date of the event, full course fees will be payable and non- refundable. Non-payment or non- attendance does not constitute cancellation. No shows will be charged the full registration fee. Cash back alternatives will not be offered, however, substitutions at no extra charge are welcome. •Alterations to the advertised package; PHARMERS and its academy reserves the right to alter this program without notice or penalty and in such situations no refunds or part refunds will be made. Alternative offers may be offered. Should PHARMERS or its academy permanently cancel an event, for any reasons whatsoever, the client shall be provided with a credit of the equivalent amount paid towards the cancelled event. In the event of a postponed or cancelled event PHARMERS and its academy will not be responsible for covering air fares, accommodation, and transportation. •Interest will be charged on all overdue amounts at a rate of three percent (3%) per month after thirty days. •In the event of PHARMERS instructing an attorney to enforce compliance with the terms here of, the above-mentioned company on the registration form agrees to pay such attorneys on an attorney and client scale and will be liable to pay the costs of letters of demand or any other cost involving cancellations or no shows to the event. PLEASE NOTE – PHARMERS ACADEMY HAS A 10 DAY SATISFACTION GUARANTEE OR REFUND POLICY – if you experience all four of the following: feedback score less than 6 out of 10, unmet learning objectives of classes, failed one-on-one session on challenging area, unsatisfactory response to queries or questions then you are eligible for a full refund. A partial refund can be considered if part of the above 4 activities have been actioned. Alternatively, the masterclass / course which you struggle with may be reissued or restructured in an upcoming live or recording to further fit the learner to the discretion of the academy. Please also read our online Ts & Cs from our website for more on refunds and general Pharmers rules.

Learner / Delegate Signature: Date: / / 2024

Witness Signature: Date: / / 2024