



Newfoundland and Labrador Pharmacy Board

Policy

Requirements When Renovating a Pharmacy / Dispensary

Last revised October 28, 2021

1. A “Renovation” occurs when a change is made to the pharmacy’s floor plan, including to the dispensary, compounding area(s), private consultation area(s), and/or the professional products area(s).
2. At least thirty (30) days prior to initiating any renovations, the pharmacist-in-charge must submit a completed renovation application form, along with the associated fee, in accordance with the *NLPB Schedule of Fees*.
3. The application must be accompanied by a detailed diagram of the layout of the new pharmacy location that meets NLPB’s Floor Plan Requirements (<https://nlpb.ca/media/NLPB-Floor-Plan-Requirements-Oct2021.pdf>).
4. Once the application has been reviewed and approved, the pharmacist-in-charge will be contacted to schedule an assessment of the renovated pharmacy.
5. A pre-opening self-assessment of the new location must be completed and submitted by the pharmacist-in-charge prior to the scheduled assessment. The pharmacy will not be assessed until the self-assessment has been received and reviewed by NLPB staff.