



The Pharmaceutical Society Of Uganda

Our Ref: 0366/PSU/2024

Your Ref:

Date: 5th December 2024

NOTICE TO PHARMACISTS AND PHARMACY OWNERS IN UGANDA

MANDATORY PHARMACY SUPERVISION, ATTENDANCE REQUIREMENTS, AND HANDLING OF PRESCRIPTION-ONLY MEDICINES

As pharmacists and pharmacy owners, you play a vital role in ensuring the health and well-being of the population. The Pharmaceutical Society of Uganda (PSU) is committed to upholding the highest standards of professional practice and ethics. This notice serves as a reminder of the mandatory requirements for pharmacy supervision, attendance, and handling of prescription-only medicines.

As a registered pharmacist, you are reminded that Section 11 of the Pharmacy and Drugs Act, Cap 309, requires every pharmacy to be under the personal supervision of a registered pharmacist at all times.

Regarding the handling of prescription-only medicines, please note the following:

1. Revised Medicine Schedules: The medicine schedules have been revised; acquaint yourself with the changes. Check the PSU website (www.psu.or.ug) and NDA website (www.nda.or.ug) for the new drug schedules.
2. Prescription-Only Medicines: All Class A and Class B group I drugs are prescription-only medicines and must be dispensed/supplied in the presence of a registered pharmacist who is a fully subscribed member of the Pharmaceutical Society of Uganda and in good professional standing with the PSU Council and Pharmacy Board.
3. Valid Prescriptions: Ensure that all prescription-only medicines are dispensed/supplied in accordance with a valid prescription and the instructions of the prescribing practitioner. Consult the prescriber before making any changes. Make use of an up-to-date health directory to contact prescribers and other health services providers whenever need arises. Copies of the health directory are available at PSU Secretariat, Pharmacy House in Kyambogo opposite Kabaka's Farm. A soft copy in flip version is uploaded on the PSU website and shared on the PSU virtual notice board.
4. Prescription Requirements: Prescribers must write legibly and use generic names, not brand names, unless a generic name does not exist. Only valid prescriptions with the required particulars, as stated under Section 20 of the National Drug Policy and Authority Act, should be processed after assessing their clinical and pharmaceutical appropriateness. We urge clinics/ medical centers to

send prescriptions to the pharmacies for filling. In accordance with the laws establishing different health professional councils, no stockpiling, retailing and /or wholesaling of medicines should be done in a clinic/ medical center unless there is a valid license for an institutional pharmacy issued by the national Drug Authority.

Pharmacists are required to:

1. Be physically present at your assigned pharmacy for a minimum of twenty hours per week.
2. Ensure that all prescription-only medicines are dispensed/supplied in your presence.
3. Maintain accurate records of attendance, prescriptions, and dispensing/dispatch of drugs.
4. Ensure up-to-date standard operating procedures are in place, and staff are trained on the same.
5. Ensure quality assurance of the medicines procured, held in stock, and dispensed/supplied at the pharmacy.
6. Guide pharmacy management on the recruitment of qualified persons to support the pharmacist in handling medicines at the pharmacy within the established legal framework and professional guidelines.
7. Prominently display the pharmacist certificate of practice, certificate of suitability of premises and operating license in the premises to which the said certificates and license refers.
8. Ensure the premises are tidy, and all staff handling medicines have valid professional identification. Keep a file of copies of valid professional certificates of staff handling medicines at the premises. IDs for pharmacists are available at PSU secretariat.

Pharmacy owners are hereby requested to:

1. Promptly pay the pharmacist their dues as per their employment or consultancy contracts, which should be up-to-date. Please follow the provisions of the Employment Act 2006 as you negotiate and execute these contracts.
2. Create a conducive working environment for the pharmacist, including a designated office/administrative table that allows full view of the pharmacy.
3. Organize regular staff meetings to review the performance of the pharmacy, and the pharmacist should be in attendance.
4. Promptly report any unexplained absenteeism of the pharmacist to the Pharmaceutical Society of Uganda.

5. Only sign contracts of employment/consultancy with the pharmacist within the pharmacy premises in the presence of a lawyer or local council leadership. No payment should be made to any pharmacist who has not reported to the pharmacy premises, and confirmation has been done with PSU whether the said pharmacist is cleared to supervise your pharmacy. Visit our pharmacy house office in Kyambogo opposite kabaka's farm or send email to psupc@psu.or.ug copied to psusecretary@psu.or.ug

We urge all pharmacists and pharmacy owners to adhere to these mandatory requirements to ensure the highest standards of professional practice and ethics. Failure to comply may result in disciplinary action.

Per medicatum servium (With medicines, we serve).



Dr. Lutoti Stephen

Secretary, Pharmaceutical Society of Uganda(PSU)



CC: Director General of Health Services, Ministry of Health

CC: Secretary to the Authority, National Drug Authority

CC: President, Uganda Pharmacy Owners Association