



THE PHARMACEUTICAL SOCIETY OF UGANDA

**THE PHARMACY AND DRUGS
(CONTINUING PROFESSIONAL DEVELOPMENT ACCREDITATION)
BYELAWS, 2026**

(Under sections 22(1), 22(2)(f) and 22(3)(a) of the Pharmacy and Drugs Act, Cap. 309)

*Approved as Standards for Accreditation of Continuing Professional Development
and benchmarked against contemporary pharmacy CPD accreditation practice.*

ARRANGEMENT

PART I - PRELIMINARY	4
1. Citation and commencement	4
2. Application	4
3. Objects	4
4. Interpretation	4
PART II - GOVERNANCE AND ACCREDITATION	5
5. Authority of Council	5
6. Forms of accreditation	5
7. Application for provider accreditation	6
8. Application for accreditation of an activity or programme	6
9. Evaluation and decision	6
10. Duration and renewal	6
11. Material changes	7
PART III - CPD CREDIT AND PARTICIPANT RECORDS	7
12. Award of CPD points	7
13. Statements of credit and certificates	7
14. Record keeping	7
PART IV - INTEGRITY, COMMERCIAL SUPPORT AND DELIVERY	8
15. Educational independence and commercial support	8
16. Faculty and content integrity	8
17. Online and hybrid CPD	8
PART V - MONITORING, COMPLAINTS AND ENFORCEMENT	9
18. Monitoring and audit	9
19. Complaints	9
20. Suspension, withdrawal and other regulatory action	9
21. Voluntary cessation	10
22. Administrative review	10
PART VI - GENERAL	10
23. Fees	10
24. Use of PSU name, emblem and accreditation status	10
25. Implementation instruments	10
26. Transitional arrangements	10
SCHEDULE 1	11
STANDARDS FOR ACCREDITATION OF CPD PROVIDERS	11
SCHEDULE 2	13
STANDARDS FOR ACCREDITATION OF CPD ACTIVITIES AND PROGRAMMES	13
SCHEDULE 3	15



MINIMUM APPLICATION AND EVIDENCE REQUIREMENTS	15
A. Provider accreditation	15
B. Activity/programme accreditation.....	15
SCHEDULE 4.....	16
MINIMUM PARTICULARS FOR CPD CERTIFICATES AND CREDIT RECORDS	16
COUNCIL RESOLUTION	17
Council approval and execution	17




THE PHARMACY AND DRUGS (CONTINUING PROFESSIONAL DEVELOPMENT ACCREDITATION) BYELAWS, 2026

(Under sections 22(1), 22(2)(f) and 22(3)(a) of the Pharmacy and Drugs Act, Cap. 309)

IN EXERCISE of the powers conferred upon the Council of the Pharmaceutical Society of Uganda by section 22(3)(a) of the Pharmacy and Drugs Act, and in furtherance of the Council's responsibilities under section 22(1) and section 22(2)(f) of the Act, these Byelaws are made.

PART I - PRELIMINARY

1. Citation and commencement

- (1) These Byelaws may be cited as the Pharmacy and Drugs (Continuing Professional Development Accreditation) Byelaws, 2026.
- (2) These Byelaws shall come into force on the date determined by Council following completion of the applicable approval and publication formalities.

2. Application

- (1) These Byelaws apply to every person or organisation seeking recognition by Council as a CPD provider and to every CPD activity or programme for which CPD points are to be awarded or recognised by the Pharmaceutical Society of Uganda.
- (2) These Byelaws apply to face-to-face, online, hybrid, synchronous, asynchronous and other technology-enabled CPD activities.
- (3) Where another law or binding professional requirement prescribes a higher standard, the higher standard shall apply.

3. Objects

- (a) to assure the quality, relevance, integrity and independence of CPD offered to pharmacists;
- (b) to ensure that accredited CPD responds to identified professional, patient, population and health-system needs;
- (c) to establish transparent and consistent criteria for provider and activity accreditation;
- (d) to promote lifelong learning, continuing competence, patient safety, ethical practice and advancement of pharmacy;
- (e) to provide mechanisms for monitoring, audit, continuous quality improvement and corrective action; and
- (f) to protect the credibility of CPD points used for professional recognition, annual membership, certification or other purposes determined by Council.

4. Interpretation

"**accreditation**" means formal recognition by Council that a provider, activity or programme satisfies the requirements of these Byelaws for the period and scope specified in the accreditation decision;

"**accredited activity**" means a CPD activity or programme approved by Council, or by a person or committee acting under authority delegated by Council, for the award of CPD points;

"**accredited provider**" means a person or organisation formally approved by Council to provide CPD within an approved scope;



"**Act**" means the Pharmacy and Drugs Act, Cap. 309;

"**commercial interest**" means a person or entity whose primary business includes producing, marketing, selling, reselling or distributing health products, technologies or commercial services relevant to the CPD content;

"**Council**" means the Council of the Pharmaceutical Society of Uganda established under the Act;

"**CPD**" means Continuing Professional Development, being the systematic maintenance, development and broadening of knowledge, skills, attitudes and professional performance throughout a pharmacist's career;

"**CPD activity**" means a structured educational or professional development intervention intended to contribute to continuing competence;

"**CPD Administrator**" means the pharmacist designated by an accredited provider as professionally responsible for its CPD system;

"**CPD point**" means the unit of credit assigned by Council in accordance with these Byelaws;

"**provider**" means a person, institution, professional body, university, health facility, public body, company, non-governmental organisation or other entity that develops or delivers CPD;

"**Secretary**" means the Secretary of the Pharmaceutical Society of Uganda;

"**Society**" means the Pharmaceutical Society of Uganda;

PART II - GOVERNANCE AND ACCREDITATION

5. Authority of Council

- (1) Council is the final authority for accreditation under these Byelaws.
- (2) Council may designate a committee, panel or competent officers to receive, evaluate and monitor applications, provided that any delegated function is exercised in accordance with criteria approved by Council.
- (3) A person participating in an accreditation decision shall disclose any actual, potential or perceived conflict of interest and shall not participate in the assessment or decision where the conflict may reasonably affect impartiality.

6. Forms of accreditation

- (1) Accreditation may be granted as—
 - (a) provider accreditation, recognising an organisation's governance and quality system for CPD; or
 - (b) activity or programme accreditation, approving a specified CPD activity or programme and the CPD points to be awarded.
- (2) Provider accreditation does not, by itself, authorise the award of CPD points to an activity unless the activity has been approved or recognised under a process authorised by Council.
- (3) Council may prescribe a streamlined activity-notification or self-accreditation mechanism for established accredited providers subject to audit and defined limits.

7. Application for provider accreditation

- (1) An applicant for provider accreditation shall apply to the Secretary in the prescribed form, pay the prescribed fee and submit the evidence specified in Schedule 3.
- (2) The applicant shall designate a CPD Administrator who is a pharmacist registered and in good standing with the Society and who has adequate authority to ensure compliance with these Byelaws.
- (3) Council may require an interview, inspection, demonstration of systems, additional information or independent verification before determining an application.

8. Application for accreditation of an activity or programme

- (1) An application for accreditation of a CPD activity or programme shall be made sufficiently in advance of the activity to allow proper evaluation and shall contain the information specified in Schedule 3.
- (2) Retrospective accreditation shall not ordinarily be granted, except where Council is satisfied that exceptional circumstances exist and the applicant demonstrates full compliance with these Byelaws.
- (3) No provider shall advertise an activity as PSU-accredited, or state that PSU CPD points will be awarded, before written approval has been granted.

9. Evaluation and decision

- (1) An application shall be evaluated against these Byelaws and the applicable standards in Schedules 1 and 2.
- (2) The decision may be to—
 - (a) approve accreditation;
 - (b) approve accreditation subject to specified conditions;
 - (c) defer determination pending clarification or additional evidence;
 - (d) refuse accreditation;
- (3) A decision to refuse, condition, suspend or withdraw accreditation shall state the material reasons.
- (4) Accreditation shall be limited to the provider, activity, delivery mode, scope and period stated in the approval and is not transferable without prior written approval.

10. Duration and renewal

- (1) Provider accreditation shall ordinarily be valid for twelve months unless Council specifies another period.
- (2) Accreditation of an activity or programme shall be valid for the activity, cycle or period specified in the approval.
- (3) An accredited provider shall apply for renewal before expiry, submit a self-assessment and quality-improvement report, disclose material changes and pay the prescribed fee.
- (4) Expiry of accreditation terminates authority to represent the provider or activity as PSU-accredited unless renewal has been granted or Council has expressly extended the accreditation pending determination.



11. Material changes

- (1) An accredited provider shall notify the Secretary promptly of a material change affecting ownership, governance, CPD Administrator, contact details, financial viability, delivery platform, scope of accredited activity or ability to comply with these Byelaws.
- (2) Council may require reassessment where a material change may affect the basis on which accreditation was granted.

PART III - CPD CREDIT AND PARTICIPANT RECORDS

12. Award of CPD points

- (1) Unless Council prescribes otherwise, one CPD point shall correspond to sixty minutes of verified active learning.
- (2) Council may prescribe equivalent points for structured activities not appropriately measured by contact time, including practice-based projects, supervised learning, research, professional service or other recognised developmental activity.
- (3) Time allocated to registration, meals, entertainment, commercial exhibitions, purely promotional sessions and unstructured breaks shall not attract CPD points.
- (4) CPD points shall be awarded only where the participant satisfies the attendance, participation and learning-assessment requirements approved for the activity.
- (5) The provider shall determine and communicate the approved CPD points before the activity and shall not vary them without approval.

13. Statements of credit and certificates

- (1) An accredited provider shall issue a statement of credit or certificate promptly after successful completion.
- (2) A certificate or statement of credit shall contain the minimum particulars in Schedule 4 and shall not imply accreditation beyond the scope approved by Council.
- (3) The provider shall have a mechanism for correcting or replacing inaccurate certificates and for preventing fraudulent or duplicate claims.

14. Record keeping

- (1) An accredited provider shall maintain complete, accurate and retrievable records of accreditation, attendance, assessment, CPD points, certificates, faculty disclosures, evaluations, complaints and quality-improvement actions for at least five years.
- (2) Records shall be made available to Council on reasonable request and shall be maintained in accordance with applicable privacy and data-protection law.
- (3) Electronic records shall be protected against unauthorised alteration, loss or access and shall be backed up appropriately.



PART IV - INTEGRITY, COMMERCIAL SUPPORT AND DELIVERY

15. Educational independence and commercial support

- (1) The planning, selection of content, faculty, learning methods, assessment and award of credit shall remain under the control of the accredited provider and shall not be controlled by a commercial sponsor.
- (2) A provider shall identify relevant financial and non-financial relationships of planners, faculty and persons able to influence content, assess the risk of bias, take reasonable steps to mitigate the conflict before the activity, and disclose relevant relationships to participants.
- (3) Commercial support shall be documented and shall not determine educational content or interfere with balanced presentation.
- (4) Educational content shall be evidence-based, balanced and free from promotion. Where brand names are necessary, generic names and reasonable therapeutic alternatives shall be presented fairly.
- (5) Advertising, product exhibition and promotional activity shall be clearly separated from accredited education in time, space or digital presentation.
- (6) A sponsor shall not receive participant personal data merely by reason of sponsorship unless lawful consent or another lawful basis exists.

16. Faculty and content integrity

- (1) Faculty shall be selected on the basis of relevant expertise, professional standing, experience and ability to meet the identified learning needs.
- (2) Content shall be current, accurate, appropriately referenced and consistent with applicable law, professional standards and credible evidence.
- (3) Technology-assisted or artificial-intelligence-generated educational content shall be subject to competent human review for accuracy, bias, attribution, confidentiality and suitability before use.
- (4) The provider shall correct material errors identified after dissemination and, where necessary, notify participants and Council.

17. Online and hybrid CPD

- (1) Online, hybrid and self-directed CPD shall satisfy the same educational quality standards as face-to-face CPD.
- (2) The provider shall implement proportionate measures for learner identification, verification of participation, duration tracking, assessment integrity, technical support, accessibility and secure handling of participant data.
- (3) A recorded or asynchronous activity shall include a mechanism demonstrating meaningful engagement and completion before CPD points are awarded.



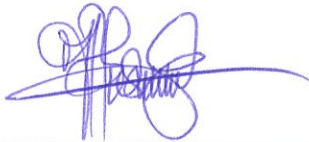
COUNCIL RESOLUTION

RESOLVED THAT the Council approves the Pharmacy and Drugs (Continuing Professional Development Accreditation) Byelaws, 2026, subject to amendments agreed at the meeting and completion of any formalities required by the Pharmacy and Drugs Act and other applicable law.

FURTHER RESOLVED THAT the Education and Professional Development Committee, Standards and Compliance Committee and Secretariat are authorised, within their respective mandates, to incorporate amendments approved by Council and prepare the final implementation schedules, forms and electronic processes, provided that no implementation instrument alters or waives a mandatory requirement of the Byelaws.

Council approval and execution

Approved by the Council of the Pharmaceutical Society of Uganda at its 127th Ordinary Council meeting held at the Pharmacy House Kampala on the 4th day of September 2026.



PRESIDENT

Pharmaceutical Society of Uganda



SECRETARY

Pharmaceutical Society of Uganda

