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Standards of Practice of the Yukon Medical Council (“the Council”) are the minimum standards of professional behavior and ethical conduct expected of all physicians registered in the Yukon. Standards of Practice will be referenced in the management of complaints and in discipline

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### 1. Background /Summary

A physician who issues a prescription for a substance regulated under the *Food and Drugs Act (Canada)* or *Controlled Drugs and Substances Act (Canada)* **must** ensure the prescription is accurate, legible and includes the following:

- a. patient’s name;
- b. date prescription is issued;
- c. drug name, dose, form and quantity prescribed;
- d. prescribing physician’s name;
- e. prescribing physician’s:
  - i. address and telephone number; or
  - ii. registration number;
- f. directions for use and number of authorized refills; and
- g. direct authorization by valid signature (handwritten or real time digitally captured) that enables the dispenser to verify its authenticity.

1. Real time digitally captured means the physician at time of writing prescription puts;

- a. pen to paper
- b. stylus to device
- c. mouse to device

2. A developed signature stamp (physical or digital) of a physician’s signature **must not** be used when issuing a prescription as it is not considered real time.

3. The prescriber must authorize by valid signature the prescription verifying that:

- a. the prescription represents the original of the prescription drug order;
- b. the addressee is the only intended recipient and there are no others;

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- c. the original prescription will be invalidated and securely filed or details of the original prescription captured in an electronic medical record including the unique triplicate prescription number;
  - d. the original prescription will not be transmitted elsewhere at another time; and
  - e. the prescription is accurate in all respects.
4. A physician must not use any prescription pads or forms that reference a pharmacy, pharmacist, pharmaceutical manufacturer, distributor, agent or broker.
5. Transmitting a prescription;

Electronic Medical Record (EMR) system – is a centralized repository electronic system for patient files which is integrated into a drug information system

Drug Information System (DIS) – is an information sharing system developed through the Yukon Government’s Department of Health and Social Services.



- a. Prescriptions may be issued directly to the patient
- b. Prescriptions may be transmitted through Fax
  - i. When faxing a prescription, a physician must ensure that the prescription is sent directly from a secure fax machine to the patient’s pharmacy of choice.
  - ii. The physician must be able to verify the source of the faxed prescription for the pharmacist.
  - iii. The prescription must be legible and include all the legal requirements of a prescription as outlined in federal legislation plus:
    - i. the physician’s address, fax number and phone number;
    - ii. the time and date of the fax transmission; and

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- iii. the name and fax number of the pharmacy intended to receive the transmission.
  - iv. When faxing prescriptions for a drug requiring a Triplicate Prescription Program (TPP), the physician must fax the top copy of the prescription so that the triplicate prescription’s unique number and the physician’s triplicate prescription registration number are included with the transmission.
  - v. A physician must not use pre-printed fax forms that reference a pharmacy, pharmacist, pharmaceutical manufacturer, distributor, agent or broker.
- c. Prescriptions may be transmitted through an online platform (i.e. secure messaging)\*
- i. use only a secure system-to-system messaging between an Electronic Medical Record system and the Drug Information System
  - ii. ensure the EMR has prescription transmission audit capabilities;
  - iii. ensure the information is encrypted; and
  - iv. have a current privacy impact assessment that addresses the use of secure system-to-system messaging.
  - v. Physicians must not transmit a TPP form using an online platform.

\*Transmitting prescriptions (e-prescription/secure messaging) through an online platform is currently not available

## 2. Related Standards of Practice and Guidelines

YMCG-0004 Triplicate Prescription Program Guideline

YMCS-3.7 Opioid Agonist Treatment Standard of Practice

YMCS-3.8 Safe Prescribing of Drugs with Potential for Misuse Standard of Practice

YMCS-2.6 Telemedicine Standard of Practice

YMCS-3.2 Marijuana for Medical Purposes Standard of Practice

# STANDARD OF PRACTICE

## PRESCRIPTIONS

YMCS-1.8

Administration of Practice

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### 3. Standard of Practice History

Version	Description	YMC Meeting Minute Approval	In Force Date
Original	Creation of policy	n/a	September 2015
Revision 1	Update to reflect electronic signatures	18-08-2.4	November 16, 2018