

TASMANIAN PHARMACY AUTHORITY

APPLICATION APPROVAL POLICY

ABN 34 562 572 269

Background

Section 71D of the *Pharmacy Control Act 2001 (Act)* requires that a person who wishes to have premises registered as pharmacy business premises must apply to the Tasmanian Pharmacy Authority (Authority) for approval. Similarly, section 71KB of the Act stipulates that any alterations to pharmacy business premises require prior approval from the Authority.

These sections state:

71D. Applications for registration of pharmacy business premises

- (1) A person may apply to the Authority to have premises registered as pharmacy business premises.
- (2) The application is to be –
 - (a) in an approved form; and
 - (b) lodged with the Authority; and
 - (c) accompanied by the prescribed application fee, if any; and
 - (d) accompanied by such information or evidence as the Authority requires.
- (3) The Authority may require the applicant to provide such further information or evidence as it considers necessary in order to consider the application.
- (4) The Authority may waive all or part of the fee.

71KB. Alterations to pharmacy business premises require approval

- (1) The owner of a pharmacy business must not cause or allow an alteration to be made to the relevant pharmacy business premises unless the alteration has been approved by the Authority.
Penalty: Fine not exceeding 20 penalty units.

Sections 71F and 71KE of the Act detail the requirements of the Authority upon approval of an application:

71F. Approval or refusal of applications

- (1) If an application to have premises registered as pharmacy business premises is approved –
 - (a) the Authority is to register the premises by making an appropriate entry in the register; and
 - (b) the registration takes effect as soon as the Authority has complied with [paragraph \(a\)](#).
- (2) The Authority, as soon as practicable after registering the premises, must give the applicant a certificate of registration, in an approved form, in evidence of the registration.

71KE. Approval or refusal of applications

- (1) As soon as practicable after granting an application for an approval under [section 71KB](#), the Authority is to give the applicant notice of –
 - (a) the approval; and
 - (b) the date of the approval; and
 - (c) if applicable, the conditions of the approval; and
 - (d) if [paragraph \(c\)](#) applies, the right to appeal the conditions of the approval.

In-principle Approval of Applications

The Authority has resolved that in-principle approval of new pharmacy business premises and alterations to existing pharmacy business premises will be granted for a six month period to allow owners sufficient time to make their premises ready. Where new premises or alterations are unable to be completed within this six-month period, an extension of a further six months will be granted upon application to the Authority. No further extensions beyond 12 months will be granted. Should new premises or alterations remain incomplete after 12 months from the date of initial in-principle approval, a new application will be required along with the applicable fee.

Final approval and registration

Upon receipt of a signed declaration of completion and any other required documentation the Authority will issue final approval of the new premises or alterations. In the case of new pharmacy business premises, a business premises registration certificate will be issued at this point. Final approval will remain conditional until such time as an inspection has been undertaken and the premises deemed compliant by the Members.