



Pharmacy Council

GUIDELINES FOR PHARMACY INTERNSHIP REGISTRATION IN GHANA

Thank you for your enquiry about registration for pharmacy internship in Ghana.

The Pharmacy Council of Ghana is responsible for the Registration of Pharmacists in Ghana as well as ensuring the highest standards in the practice of Pharmacy throughout the country. The Education and Training Department (E.T.D.) of the Council is responsible for the registration process. The Council considers applications from both local and foreign trained pharmacy graduates and foreign practicing pharmacists who wish to practice pharmacy in Ghana. This information pack gives details of the application procedure.

APPLICATION

To be eligible to apply, you must have completed a pharmacy course that is comparable to the Pharmacy degree in Ghana. You must be registered or eligible to register as a pharmacist overseas. The Council will consider your application and may determine whether you are eligible for registration or not. There are a number of stages in the application procedure which are set out in the information pack. The first stage involves preliminary consideration of the documents listed in the 'How to Apply' section on page 3 of the information pack.

In accordance with Section 157 of the Health Professions Regulatory Bodies Act, 2013 (ACT 857) A non-citizen who intends to practice in the country under this Act shall hold a valid work permit or otherwise be entitled to work in gainful employment in the country. You may also be required to satisfy one of the following to be eligible for registration in Ghana.

Foreign trained pharmacy graduate (newly graduated)

- To undertake a twelve (12) months of internship training at an accredited institution.
- To pass the Ghana Pharmacy Professional Qualifying Examinations (GPPQE).

Foreign Practicing Pharmacists

- To undertake a three (3) months internship training at an accredited institution.

- To pass the Ghana Pharmacy Professional Qualifying Examination (GPPQE)

N.B. Graduates from WHO recognized academic institutions are accredited institutions for the award of Pharmacy Degrees and Equivalent qualifications.

DOCUMENTATION

You must submit a full history of your qualifications and experience together with the internship processing fee determined by the Governing Board. All correspondence must be addressed to:

THE REGISTRAR

PHARMACY COUNCIL

P.O.BOX AN 10344, ACCRA NORTH

GHANA

Variations in your name

Your name on all the documents you submit must be exactly the same.

If there are any variations in your name within or between documents you must provide a declaration sworn before a solicitor, of those variations and additional documentation which may be required.

Certified copies

A 'Certified copy' is a copy of the original that has been marked as 'a copy of the original' and signed and dated by a solicitor or an equivalent legal witness from the country in which you trained or registered as a pharmacist.

Submission of documents

There are two sets of documents you are required to submit, categorized as confidential and non-confidential. The confidential documents consist of the following; a full copy of your academic transcript, a confirmation of licensure by the regulatory body in-charge of applicants' jurisdiction of pharmacy practice and a confirmation of applicant's status of work with his/her employers. The confidential documents are to be sent directly to the Registrar, Pharmacy Council. The non-confidential documents comprises of applicant's resume, copies of academic certificates and a

letter of intent. In general all the documents listed in the ‘How to Apply’ section must be received by the Council before your application will be considered by the ETD.

Additional documentation

The Council reserves the right to request any additional documentation at any time.

HOW TO APPLY

If your original documents are not in English, you must submit an English version of all documents duly certified.

- All documents must be supported by a statutory declaration to the effect that they are genuine and relate to you.
- The statutory declaration is enclosed at page 9 and must be completed in the presence of a solicitor or an equivalent witness and must be accompanied by all of the following documentation.

Foreign trained pharmacy graduate applicants

- An application letter for the internship programme.
- A completed copy of the Pharmacy Council’s application form.
- A certified true copy of your degree certificate.
- A transcript from your training institutions posted directly by the institution to the Registrar of the Council.
- Proof of citizenship (i.e. Copy of Passport page)
- A copy of your work permit in your passport. (for non-Ghanaian applicants)
- A recent passport size photograph bearing on the back:
 - Your usual signature
 - The statement ‘This is the true likeness and signature’
- A non-refundable internship processing fee determined by the Governing Board.

Foreign practicing pharmacist applicants

- An application to the Registrar for the internship.

- A completed, signed and dated copy of Council’s application form (enclosed in the information pack).
- Certified true copy of your Pharmacy degree certificate or its equivalent.
- A transcript from your training institution posted directly by the institution to the Registrar of the Council.
- Reference letter from your current employer posted directly by your employer to the Registrar of the Pharmacy Council.
- Confirmation of your licensure by the registration authority or body that grants you the license to practice as a pharmacist in that country posted directly to the Registrar of the Pharmacy Council.
- A copy of your current resume with dates and evidence of: Practical training you undertook before registration as a pharmacist and your work experience as a pharmacist.
- Proof of citizenship (i.e. Certified copy of your passport)
- A copy of your work permit in your passport. (Non-Ghanaian applicants only)
- A recent passport size photograph bearing on the back:
 - Your usual signature
 - The statement ‘This is the true likeness and signature’
- A non-refundable internship processing fee to be paid after your documentation is accepted by the Council through an official letter to you.

PRE-REGISTRATION PHARMACY INTERNSHIP.

- **The goal of the internship programme**

To provide a means of building up for the future a competent professional pharmacist who provides quality pharmaceutical care.

➤ **Objectives**

- To train pharmacists for careers in pharmaceutical services.
- To equip and improve the professional skills of the intern.
- To provide an understanding of the role of the pharmacists in the health care team.

- To foster widespread and thorough understanding of the mandate of the pharmacist to the public he/she serves.
- To understand the scope of pharmacy practice in Ghana through practical exposure.
- To provide practice-based educational programme for improving quality assurance methods that pharmacists apply to their work.
- To provide understanding of the ethical, legal and regulatory principles that affects the pharmacy profession.

You will usually be required to satisfactorily complete 12 months approved internship training at an accredited institution if you have not practiced for more than 3 years in your capacity as a pharmacist or 3 months approved internship training at an accredited institution if you have practiced for more than 3 years as a pharmacist.

The main areas of pharmacy internship are:-

- Hospital Pharmacy
- Community Pharmacy
- Industrial Pharmacy
- Pharmacy Regulation, Policy & Administration