THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH

PHARMACY COUNCIL

GUIDELINES FOR CONTINUING PROFESSIONAL DEVELOPMENT (CPD) FOR PHARMACEUTICAL PERSONNEL

(Made under Section 4(d)(i) of the Pharmacy Act, 2011)

April, 2026

Pharmacy Council
Jakaya Kikwete Road
P.O BOX 1277
DODOMA

TABLE OF CONTENTS

PREFACE..... iv
ACKNOWLEDGEMENT..... v
LIST OF ABBREVIATIONS..... vi
GLOSSARY..... vii
1.0 EXECUTIVE SUMMARY..... 1
2.0 CPD OVERVIEW..... 2
2.1 Principles of CPD activities..... 2
2.2 Annual CPD requirements..... 3
2.3 Submission of CPD Activities to the Council..... 3
3.0 CPD PROVIDER ACCREDITATION..... 4
3.1 CPD Provider..... 4
3.2 Eligibility criteria for approval as a CPD Provider..... 5
3.3 Application as CPD Provider..... 5
3.4 Roles of CPD Provider..... 5
3.5 Compliance and non – compliance of a CPD Provider..... 7
3.6 Application for approval of CPD Activity..... 7
3.7 Scrutinization and Evaluation of CPD Activity..... 7
4.0 CONTINUING PROFFESIONAL DEVELOPMENT ACTIVITIES AND POINTS
4.1 CPD Points..... 8
4.2 CPD activities..... 8
5.0 MANAGEMENT OF CPD ACTIVITIES..... 15
5.1 The roles of the Pharmacy Council on CPD Implementation..... 15
5.2 Responsibilities of Employers..... 15
5.3 Roles of Pharmaceutical Personnel..... 16
5.4 Exemptions from CPD among Pharmaceutical Personnel..... 16
6.0 MONITORING AND EVALUATION..... 17
6.1 Responsibilities of CPD Committee..... 17
7.0 REFERENCES..... 18
ANNEXES..... 19

PREFACE

Continuing Professional Development (CPD) for pharmaceutical personnel is an important undertaking in order to maintain and improve professional competences. It is important that pharmaceutical personnel keep pace with the rapid advancements in the pharmacy knowledge, skills and technology. This necessitate the need to ensure that every practicing pharmaceutical personnel continues to possess the minimum competences which are the most fundamental responsibilities of which must be reinforced throughout the years of practice.

Currently, CPD is rapidly gaining popularity among the healthcare systems at the global level. Having realized this, the Pharmacy Council has developed these guidelines that will be used as a guiding tool for pharmaceutical personnel and CPD providers.

The Pharmacy Council aims to facilitate smooth implementation of CPD to all pharmaceutical personnel working in both private and public sectors.

Therefore, the Council urges effective adherence to these guidelines to stimulate competencies by all pharmaceutical personnel, in oder to improve pharmaceutical services and safeguard public health.

……..

Jafary H. Liana

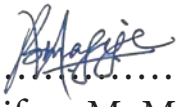
Chairman – Pharmacy Council

ACKNOWLEDGEMENT

These guidelines resulted from hard work, dedication and contribution of numerous individuals and organizations. The Council would like to acknowledge and extend its' sincere gratitude to all people who contributed their time and expertise to develop these guidelines.

Special thanks to the Ministry of Health for developing the National CPD Framework and establishing the E- Learning platform which enables health professionals to access CPD courses online.

The Council extends its sincere gratitude to educational policymakers, training institutions, professional bodies, and stakeholders whose invaluable insights and collaborative efforts have shaped these guidelines. The Council also acknowledges the dedication of the Council's staff and technical teams who worked tirelessly to coordinate consultations, compile information, and finalize this important document.



……

Boniface M. Magige

Registrar – Pharmacy Council

LIST OF ABBREVIATIONS

CE.....Continuing Education
CPD.....Continuing Professional Development
E- Learning.....Electronic Learning
FBOs.....Faith Based Organizations
M&E..... Monitoring and Evaluation
MoH..... Ministry of Health
NGO..... Non-Governmental Organization
PC.....Pharmacy Council
PST.....Pharmaceutical Society of Tanzania
TAPHATA.....Tanzania Pharmaceutical Technicians' Association

GLOSSARY

Act; means the Pharmacy Act, 2011.
Continuing Education (CE); is any form of education, vocational or general training resumed after an interval following the continuous initial education, as well as any other exposure that enhances existing or instill new professional knowledge and practice.
Continuing Professional Development (CPD); refers to all learning activities which health professionals undertake formally so as to maintain, update and develop their knowledge, skills and attitudes in response to the health service needs of the public.
Council; means Pharmacy Council established by Section 3 of the Act.
Informal learning: Self-directed or experiential learning that is relevant to one's current or future work role. Examples include on-the-job skills acquisition, writing for publication or participating in knowledge-sharing activities
Interdepartmental meetings: Meetings that involve participants from more than one department.
Journal club: An educational session where Health Care Provider discuss current literature and research findings to enhance their knowledge and skills.
Meeting: A gathering of two or more individuals convened to achieve a common goal through verbal interaction, information sharing or decision-making.
Pharmaceutical personnel; means Pharmacist, Pharmaceutical Technician, Pharmaceutical Assistant.
Provider; means any individual, organization or institution registered with relevant authority and approved by the Council to provide education and training for purposes of conferring a qualification in pharmacy for purposes of continuing professional development.
Registrar; means the registrar of the Council appointed under section 12 of the Act.
Peer Discussion: is a learning and development activity that encourages pharmacy professionals to engage with others in reflection on their learning and practice. They can be conducted with a trusted and respected individual. They can take place in various formats, including face-to-face discussions or online zoom meetings, google meet etc.

1.0 EXECUTIVE SUMMARY

The implementation of the CPD activities require a formal guideline for the processes involved in provision of CPD. These guidelines are part of the fulfillment of legal requirements for the Council and are in alignment with the National Continuing Professional Development Framework for Health and Allied Health Professional in Tanzania, 2025.

The Pharmacy Code of Ethics and Professional Conduct for Pharmaceutical Personnel Rules, 2024 and Regulation 46 (1) of the Pharmacy (Registration, Enrollment and Enlistment of Personnel) Regulations, 2005 requires pharmaceutical personnel to undertake CPD that is relevant to their practice. These guidelines outlines expectations with respect to types of activities and number of CPD point that practicing members should be undertaking.

Pharmaceutical personnel are encouraged to update their competencies through different CPD activities available locally and internationally. The CPD activities are categorized and their points are considered for the purpose of exercising fairness in evaluating the weight of an activity. Records of CPD activity perfomed shall be uploaded in the Council database with respect to the pharmaceutical personnel account.

Therefore, pharmaceutical personnel must be actively involved in updating their knowledge and professional skills. Pharmacy Council will ensure that every pharmaceutical personnel provides evidence of earning minimum number of CPD points as may be determined by the Council. These guidelines provides guidance for planning and implementation of the CPD trainings and will be reviewed regularly following feedback obtained from stakeholders.

.

2.0 CPD OVERVIEW

Continuing Professional Development (CPD) is a continual process of life long learning, which updates professional knowledge and skills for provision of better services.It encompasses a range of purposeful learning activities, both formal and informal, that health care providers undertake throughout their career to improve performance, maintain and update knowledge, skills and attitudes in order to provide safe, ethical, legal, and effective care to patients, clients and the community.

Regulation 46 (1) of the Pharmacy (Registration, Enrollment and Enlistment of pharmaceutical Personnel) Regulations, 2005 requires every pharmacist, pharmaceutical technician and pharmaceutical assistant to attend continuing education (CE) programme. It is therefore, a legal requirement that pharmaceutical personnel undertake and record their CPD trainings. Pharmaceutical personnel who fail to attend CPD trainings may be suspended to practice as a pharmaceutical personnel with the exception of those who have been exempted by the Council under these guidelines.

CPD program must be relevant to pharmacy practice and should reflect services that the pharmaceutical personnel provides. Also, it should contribute to learning and improve provision of quality of services in areas such as clinical pharmacy practice, community pharmacy, public health practice, pharmaceuticals supply chain management, regulatory authority, pharmaceutical industries, academia, research and developments, pharmaceutical consultancy, health insurance schemes, leadership, health policy, health financing, health economics and management within the health sector, military health service and other areas as the Council may determine.

2.1 Principles of CPD activities

The CPD activities must align with the following principles;

i. **Self-directed;** A continuous process based on individual learning plan which actively seeks to improve an individual's professional skills, knowledge and performance.

ii. **Outcome oriented;** Pharmaceutical personnel should be able to measure what he/she has learnt and how will that contribute to his practice.

iii. **Relevant to the current and future health care practice;** CPD should link individual's learning to their practice, relevant to their current and future professional practice.

iv. **Ethical and transparent;** Pharmaceutical personnel and accredited CPD providers shall fully adhere to health profession codes of ethics and conduct.

v. **Flexible and adaptable in mode of delivery;** CPD should utilize varying teaching methods and learning styles that include a wide range from structured to non-structured learning activities.

vi. Affordable, accessible, equitable and unbiased so that a pharmaceutical personnel may appreciate the need for and actively participate in learning opportunities.

vii. Designed to meet identified gaps in an individual's knowledge, skills and attitudes and should evidence based.

viii. Designed to enhance the provision of quality care or services to clients and the community.

ix. **Encourage collaboration;** CPD should be multidisciplinary, sensitive and promote interdisciplinary collaboration.

2.2 Annual CPD requirements

2.2.1 CPD shall be a mandatory requirement for all pharmaceutical personnel in Tanzania. Each pharmaceutical personnel must attain a minimum of 20 CPD points per calendar year.

2.2.2 In case of mandatory CPD programs, the Council shall communicate to pharmaceutical personnel through Council's communication channels.

2.3 Submission of CPD Activities to the Council

2.3.1 Pharmaceutical personnel may undertake online CPD programs from reputable international and local approved CPD providers. If the CPD training is acquired through national e-learning platform the points will automatically be captured by the Pharmacy Council Management information system (PCMIS). However, Non approved online CPD trainings undertaken by the pharmaceutical personnel may be submitted to the Council for points considerations.

2.3.2 If the CPD training is acquired out of national e-learning platform the following should be done;

i. Pharmaceutical personnel shall be required to update CPD information through PCMIS personal account.

ii. The CPD provider shall be required to submit CPD activity report which will include data of pharmaceutical personnel attended the training in a prescribed format.

3.0 CPD PROVIDER ACCREDITATION

3.1 CPD Provider

CPD provider means any organization, institution or individual registered with relevant authority and approved by the Council to provide education and training for the purposes of providing CPD activity. The following are potential CPD providers;

i. Ministry of Health (MoH) and related special program divisions.
ii. Health facilities at National, Regional or District levels (public, private or Faith Based Organizations).
iii. Training Institutions (public, private or FBOs).
iv. Recognized regional or international professional bodies or Associations.
v. Research institutions.
vi. An individual with expertise in the relevant field of CPD recognized by professional Council or association (TAPHATA, PST).
vii. Others as approved by the Council.

3.2 Eligibility criteria for approval as a CPD Provider

CPD provider shall meet the following criteria for approval;

i. Capable of organizing training program of at least one hour of active learning.
ii. Registered either in Tanzania or in their own country. If registered outside Tanzania, they must be in partnership with a recognized health organization, professional association, training institution or health facility in Tanzania.
iii. Experienced in the content area with appropriate qualifications which can be verified by the Council.
iv. Have adequate and appropriate resources to deliver high quality, up-to-date learning content using effective teaching and learning strategies matched to the content, level and type of learners.
v. Use valid and reliable assessment tools that provide feedback on whether the learning objectives have been met.
vi. Have appropriate system and procedures for collecting data and ensuring secure participants records storage.
vii. Understand the need to minimize any conflicts of interest related to commercial supporters and willingly disclose any conflicts of interest to the Council.

3.3 Application as CPD Provider

An institution or an individual intending to become a CPD Provider shall make an application to the Council for provision of continuous professional development by filling an online application form.

3.4 Roles of CPD Provider

i. Communicate desired learning objectives to the target audience.
ii. Ensure that CPD activities are in line with existing professional gaps as shall be communicated by the Council.
iii. Ensure that CPD teaching and learning methodologies selected are suited to achieve desired objectives.
iv. Ensure that the course facilitators are selected based on their field of expertise.
v. Ensure availability of adequate teaching and learning resources to support CPD programs and activities.
vi. Ensure the duration allocated for the CPD activity is adequate.
vii. Appropriately advertise their CPD activities to maximize participation.
viii. Ensure that their CPD activities are easily accessible to all pharmaceutical personnel across the country.
ix. Issue certificate to participants who have successfuly completed their training.
x. Ensure proper record keeping of the CPD activities conducted.
xi. Provide reports to the Council with information about CPD activity progress and the impact on professional development.
xii. Develop a mechanism of tracking the progress of CPD activities and perfom Monitoring and Evaluation (identify gaps/strengths).

iii. Ensure that CPD teaching and learning methodologies selected are suited to achieve desired objectives.
iv. Ensure that the course facilitators are selected based on their field of expertise.
v. Ensure availability of adequate teaching and learning resources to support CPD programs and activities.
vi. Ensure the duration allocated for the CPD activity is adequate.
vii. Appropriately advertise their CPD activities to maximize participation.
viii. Ensure that their CPD activities are easily accessible to all pharmaceutical personnel across the country.
ix. Issue certificate to participants who have successfuly completed their training.
x. Ensure proper record keeping of the CPD activities conducted.
xi. Provide reports to the Council with information about CPD activity progress and the impact on professional development.
xii. Develop a mechanism of tracking the progress of CPD activities and perfom Monitoring and Evaluation (identify gaps/strengths).

3.5 Compliance and non – compliance of a CPD Provider

3.5.1 Compliance

CPD provider compliance shall be monitored through;

a) Supportive supervision and physical verification,
b) Submission of required reports to the Council following CPD activities,
c) Random survey and feedback from CPD participants.

3.5.2 Non - compliance

CPD providers who fail to comply with prescribed requirements shall be penalized by the Council. Penalties may include but not limited to:

a) Formal warning,
b) Imposition of conditions on the provision of CPD,
c) Suspension from provision of CPD activities for a specified duration of time.
d) Withdrawal of approval status

3.5.3 Appeals

CPD providers who are aggrieved by penalty due to non-compliance, shall within 21 working days appeal by filling the prescribed form.

3.6 Application for approval of CPD Activity

CPD provider who wishes to conduct CPD trainings shall submit the application to the Council by filling prescribed form and pay the prescribed fee.

3.7 Scrutinization and Evaluation of CPD Activity

The Council shall evaluate and provide feedback on all submitted CPD programs and only a program which meets the requirements shall be approved. If the program does not meet the requirements, the applicant will be directed by the Council on the necessary remedial actions.

3.8 Fees payment and distribution on CPD Activity

3.8.1 Fees payable for approval of CPD programme and provider shall be as stipulated in Fees and Charges Regulations.

3.8.2 All fees in respect of a CPD programme shall be paid and collected by CPD provider.

4.0 CONTINUING PROFFESIONAL DEVELOPMENT ACTIVITIES AND POINTS

4.1 CPD Points

CPD points are set as a measure for attaining a CPD accomplishment within a specified time.

4.2 CPD activities

CPD activities are structured or unstructured proactive learning experiences leading to career development and improved delivery of pharmaceutical services (they comprise all activities that enhance professional competencies). A wide range of learning activities, both formal and informal will be recognized and awarded relevant points towards complying with the CPD requirements (Table 1).

Table 1: CPD Activities with their corresponding points

S/N	CPD Activities	Point
Category 1: Professional Committees and Meetings [The verification form should provide room for an adequate activity description]		
i.	Interdepartmental meeting or update	1
ii.	Case discussion	1
iii.	Clinical meeting	1
iv.	Attending a journal club meeting	1

v.	Facilitating or presenting a journal club meeting	2
vi.	Patient care review meetings (not those in routine morning clinical meetings)	1
vii.	Attending a professional meeting outside of the workplace	2
viii.	Presenting a case and literature review in interdepartmental meetings	1
ix.	Chairing a non-statutory pharmacy practice-related workplace committee	2
Category 2: Community of Practice		
i.	Participating in the commemoration of a professional or special event relevant to pharmacy practice	1
ii.	Organizing the commemoration of a professional or special event relevant to pharmacy practice	2
iii.	Participating in a clinical pharmacy audit	2
iv.	Participating in a critical incident or adverse event monitoring	2
v.	Participating in a case review	2
vi.	Participating in a drug use evaluation Category 3: Authorship, Reviews and Reflective Reading	2
i.	Publishing an issue as a journal editor or associate editor	1
ii.	Publishing a paper or report as a co-author	5
iii.	Writing a research paper, book chapter or report as the first author and submitting it for publication	5
iv.	Publishing a paper, book chapter or report as the first author	10
v.	Reviewing a manuscript from a peer-reviewed journal	1
vi.	Reviewing health-related educational material, including a book chapter or a research paper	3
vii.	Conducting a peer review of practice for individual competencies related to published standards	3
viii.	Reading professional journals or books	1
ix.	Participating in or reading online learning materials accredited by the CPD committee	1
x.	Engaging in reflective practice by reading professional journals, guidelines, protocols and/or books	1
xi.	Maintaining a self-reflection journal	1

xii.	Participating in a professional reading group, reflective discussion group or journal club	1
xiii.	Completing self-assessment questionnaires or self-appraisals	1
xiv.	Conducting self-reading and critical appraisal of scientific papers	1
xv.	Completing CPD-approved self-learning material evaluated in the form of multiple-choice questions (MCQs) (with a pass mark of at least 70%)	4
Category 4: Short Courses		
i.	Undertaking a short course (1–3 days) face-to-face, distance or online learning	2
ii.	Undertaking a short course (4–7 days)	3
iii.	Undertaking a short course (greater than 7 days but less than 3 months)	5
iv.	Undertaking a short course (equivalent to 3–6 months)	10
v.	Planning, designing, running or facilitating a short course (1–3 days)	1
vi.	Planning, designing, running or facilitating a short course 4–7 days; (face-to-face, distance or online)	2
vii.	Planning, designing, running or facilitating a short course (greater than 7 days but less than 3 months; face-to-face, distance or online	3
viii.	Planning, designing, running or facilitating a short course (equivalent to 3–6 months)	4
Category 5: Training and Assessment		
i.	Attending workplace education, in-service sessions or skills development programmes	2
ii.	Attending lectures, workshops, symposiums or seminars	2
iii.	Attending clinical training sessions	1
iv.	Atending practical training sessions	1
v.	Attachment to centres of excellence for special skills (fellowships; 3 months to less than 6 months	10
vi.	Attachment to centres of excellence for special skills (fellowships; 6 months to one year)	20
vii.	Developing educational material (CPD course; face-to-face or online; formal course)	10
viii.	Planning, running or facilitating a conference, seminar, workshop, in-service session or lecture	5

ix.	Serving as an expert examiner	4
x.	Serving as an external examiner for undergraduate, master's or doctoral theses	3
Category 6: Dissemination		
i.	Presenting at a conference, workshop, seminar, clinical session or in-service session.	3
ii.	Presenting a scientific paper to other staff in a journal club	2
iii.	Attending a journal club or congress	1
iv.	Participating in the development of a policy, protocol or guideline	3
v.	Giving feedback presentation after attending an international or national conference	1
Category 7: Supervision and Mentorship		
i.	Supervising (officially) an undergraduate student for an academic qualification (if not in the job description)	2
ii.	Acting as a preceptor, mentor, coach, or supervising staff or students	3
iii.	Supervising (officially) a master's student for an academic qualification (if not in the job description)	3
iv.	Supervising (officially) a doctoral student for an academic qualification (if not in the job description)	4
v.	Being mentored or coached to acquire a specific skill	1
Category 8: Research and Consultancy		
i.	Participating in research as a team member with a report	3
ii.	Participating in project work as a team member	3
iii.	Undertaking consultancy work (internal or external)	5
iv.	Conducting research as the principal investigator	5
v.	Conducting a project as the principal coordinator	5
vi.	Leading the development of a policy, protocol or guideline	10
vii.	Contributing to the development of a policy, protocol or guideline	5
viii.	Leading the development of a funded project or grant writing	20
ix.	Making a significant contribution to a funded project or grant writing	10

NB: CPD Activities are organized based on their complexity and duration.

5.0 MANAGEMENT OF CPD ACTIVITIES

The Council shall have an overall responsibility in ensuring that CPD activities are successfully administered and implemented in a manner set by the Council. Employers of pharmaceutical personnel shall prepare an annual CPD plan that will ensure their employees participate in a professionally relevant CPD programs prior to renewal of their practicing license. Pharmacy Council shall publish the list of approved CPD providers and CPD calendar before end of January each year, and ensure all accredited CPD Providers conduct CPD training as per approved calendar.

5.1 The roles of the Pharmacy Council on CPD Implementation

i. To establish and review CPD guidelines
ii. To develop a CPD implementation system in collaboration with the Ministry
iii. To communicate training needs of pharmaceutical personnel to stakeholders
iv. To approve CPD providers and activities
v. To keep, maintain and update CPD database
vi. To coordinate and ensure implementation of CPD activities links with the objective of enhancing competencies of pharmaceutical personnel
vii. Provide supportive supervision to CPD providers to ensure quality CPD training, activities and standards.
viii. To monitor, evaluate and give feedback to CPD providers and pharmaceutical personnel concerning their performance and take appropriate actions.

5.2 Responsibilities of Employers

i. To encourage their employees to participate effectively in CPD activities.
ii. To maintain annual records of CPD activities undertaken by their employees.

5.3 Roles of Pharmaceutical Personnel

i. To identify their CPD learning needs at the beginning of each year.
ii. To visit the Pharmacy Council website regularly for updates on CPD activities.
iii. To participate fully in the CPD activities so as to gain relevant professional competencies
iv. To keep records of the attended CPD activities in the format prescribed by the Council.
v. To submit proof of attendance of the CPD activity to the Pharmacy Council

5.3.1 Non – compliance

Any pharmaceutical personnel who fails to to comply with CPD requirements shall be handled as stipulated under these guidelines and in regulation 46 (3) of the Pharmacy (Registration, Enrollment and Enlistment of pharmaceutical Personnel) Regulations, 2005.

5.3.2 Appeals

Pharmaceutical personnel who is aggrieved by a penalty due to non-compliance, may appeal to the Pharmacy Council by filling the prescribed form accompanied with the necessary evidence within 21 days after being notified.

5.4 Exemptions from CPD among Pharmaceutical Personnel

The circumstances for exemptions will only be considered where there is convincing evidence that such situations have created a significant difficulty to the pharmaceutical personnel's ability to comply with CPD requirement.

5.4.1 Grounds for exemption

Consideration of exemptions from the CPD requirements may include but not limited to the following circumstances;

i. Special duty or post (governmental and non-governmental) e.g. political appointments etc;
ii. Any other condition as may be determined by the Council.

6.0 MONITORING AND EVALUATION

There shall be a CPD Committee established by the Council according to Section 8 (1) of the Pharmacy Act, 2011 dedicated for Monitoring and Evaluation (M&E) of CPD trainings. This Committee will be required to assess the impact and effectiveness of CPD trainings to pharmaceutical personnel.

6.1 Responsibilities of CPD Committee

i. Develop monitoring tools for CPD activities and providers.
ii. Undertake CPD activity monitoring on a quarterly basis.
iii. Receive and scrutinize CPD providers self - evaluation reports
iv. Evaluate CPD activities conducted annually
v. Provide appropriate recommendations concerning CPD activities to the Council
vi. Identify gaps in terms of CPD activities and highlight issues to incorporate in policy and practice.

7.0 REFERENCES

1. National Continuing Professional Development Framework for Health and Allied Health Professionals in Tanzania, 2025

2. The Pharmacy Act, 2011. https://www.pc.go.tz/files/Pharmacy%20Act%20Cap%20311%20RE%202023.pdf

3. The Pharmacy (Registration, Enrolment and Enlistment of Personnel) Regulations, 2005 G.N 332. https://www.pc.go.tz/files/The%20Pharmacy%20(Education%20and%20Training)%20Regulations,G.N%20333%20of%202005.pdf

4. The Pharmacy (Education and Training) Regulations, 2005 G.N 333. https://www.pc.go.tz/files/The%20Pharmacy%20(Education%20and%20Training)%20Regulations,G.N%20333%20of%202005.pdf

ANNEXES

ANNEX I

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH

PHARMACY COUNCIL

APPLICATION FORM FOR APPROVAL AS A CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROVIDER

Made under Regulation 56 (c) of The Pharmacy (Education and Training) Regulations, 2005 G.N 333.

PART I: CPD PROVIDER'S INFORMATION

1. Type of CPD Provider: Institution ☐ Sole Provider ☐ Association ☐
2. Name of CPD Provider: ----------
3. Name of contact Person ---------- Mobile No:----------
4. Qualifications (contact person) ----------
5. Physical address; Country ----------Region/state ----------
6. Postal address: ---------- Tell No:----------
7. Email address ----------

PART II :ATTACHMENTS

Institutional profile / Individual curriculum vitae

PART III: PAYMENT FEE

Payment control No..... Date of Payment.....

PART IV: DECLARATIONS

Declaration of conflict of interest: ----------

PART III: OFFICIAL USE

1. Approval/ Disapproval of the CPD Provider: ----------
2. Reason(s) for Approval /Disapproval: ----------

---

3. Signature of Registrar/ Authorization: ---------- Date: ----------

Official Stamp

ANNEX II

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH

PHARMACY COUNCIL

APPLICATION FORM FOR APPROVAL OF CONTINUING PROFESSIONAL DEVELOPMENT (CPD) ACTIVITY

Made under The Pharmacy (Education and Training) Regulations, 2005 G.N 333.

PART I: CPD PROVIDER'S INFORMATION

1. Type of CPD Provider: Institution ☐ Sole Provider ☐ Association ☐
2. Name of CPD Provider: ----------
3. Name of contact Person ---------- Mobile No:----------
4. Qualifications (contact person) ----------
5. Physical address; Country ----------Region/state ----------
6. Postal address: ---------- Tell No:----------
7. Email address ----------

PART II: CPD ACTIVITY INFORMATION (*attach CPD activity contents*)

1. Name of CPD Activity(s); ----------

   ----
2. Targeted Audience; ----------
   --
   ----
3. Expected Outcome (s);

---

4. Mode of Delivery; Face to face Online Blended
5. Proposed duration; ----------
6. Place (Venue) if applicable; ----------
7. Name(s) and Qualification of CPD Presenter (s); (attach CV)
   i. ----------
   ii. ----------
   iii. ----------
   iv. ----------
   v. ----------

8. Declaration of conflict of interest; ----------

PART III: OFFICIAL USE

1. Approval of CPD activities;

S.N	CPD Activity Name	Approval Status	Awarded Points
1.			
2.			

2. Signature of Registrar/ Authorization.....Date.....

Official Stamp

ANNEX III

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH

PHARMACY COUNCIL

APPEAL FOR CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROVIDER

Made under The Pharmacy (Education and Training) Regulations, 2005 G.N 333.

PART I: APPLICANT'S INFORMATION

1. Type of CPD Provider: Institution ☐ Sole Provider ☐ Association ☐
2. Provider's Name: ---------- ---------- ----------
3. Address: ----------
4. Mobile No:---------- Email address ----------
5. Activity Name ----------
6. Activity Code: _____

PART III: REASONS FOR APPEAL

……

……

……

PART IV: FOR OFFICIAL USE ONLY

Name of the Receiving Officer……..……

Date received: ……..

Signature……

ANNEX IV

THE UNITED REPUBLIC OF TANZANIA

MINISTRY OF HEALTH

PHARMACY COUNCIL

APPEAL FOR CONTINUING PROFFESIONAL DEVELOPMENT (CPD) OF PHARMACEUTICAL PERSONNEL

Made under The Pharmacy (Registration, Enrolment and Enlistment) Regulations, 2005 G.N 332.

PART I: APPLICANT'S PERSONAL INFORMATIONS

1. Full Name: ---------- ---------- ----------

   First Middle Last

2. Address: ----------
3. Mobile No:---------- Email address ----------
4. PIN Number ----------

PART II: PHARMACY CADRE

Pharmacist ☐ Pharmaceutical Technician ☐

Pharmaceutical Assistant ☐

PART III: REASONS FOR APPEAL

……

……

PART IV: FOR OFFICIAL USE ONLY

Name of the Receiving Officer……

Date received: ……...

Signature…….