Drug Plan and Extended Benefits
Saskatchewan Ministry of Health

Pharmacy Information
Bulletin No. 639
May 29, 2017

Change to the Saskatchewan Medication Assessment Program Documentation Forms

Effective September 1, 2017, pharmacies must use the new Saskatchewan Medication Assessment Program (SMAP) documentation forms or equivalent Drug Plan and Extended Benefits Branch (DPEBB) approved forms to be eligible to submit a claim for the SMAP Medication Assessment Fee.

The new forms can be found on the DPEBB secure website. https://www.drugplan.health.gov.sk.ca

Frequently Asked Questions:

1) **Why did the forms change?**

   A recent program review indicated documentation on the current forms was cumbersome and often incomplete. Working with the Pharmacy Association of Saskatchewan (PAS), a review of the forms was completed and new forms were developed with the goal to improve efficiency and accuracy of documentation.

2) **How have the forms changed?**

   - Separate form for Declaration of Consent
   - Step 1 and Step 2 forms have been removed.
   - Step 3 Part A and Part B has been replaced with the Comprehensive Patient Interview form
   - Step 3 Part C and Part D has been replaced with the SMAP Care Plan Form
   - Step 4 has been replaced with the Personal Medication Record Form
   - Step 6 has been incorporated into the SMAP Care Plan Form

3) **Why isn't there a Practitioner Communication Letter included with the new forms?**

   The DPEBB and PAS will be collaborating with physicians on the development of a new pharmacist-practitioner communication form. In the interim, DPEBB is recommending using the current Step 5 Practitioner Communication Letter or equivalent DPEBB approved form.

4) **What documentation is required for the Follow-up Patient Assessment?**

   All follow-ups should be documented on the SMAP Care Plan form.

5) **How do pharmacy software vendors get their forms approved?**

   Forms developed by other organizations or pharmacy software vendors **MUST** contain all the information required for documentation and **MUST** be approved by the DPEBB prior to use. Contact Arlene Kuntz, Pharmacist at the DPEBB, at (306) 787-3306 for approval of documentation forms.

Reminder: All Drug Therapy Problems (DTPs), actual or potential, must be documented on the patient's SMAP Care Plan form.

Who to Call:

Pharmacists can refer to the SMAP Policy and Procedures on the secure DPEBB WEB page at https://www.drugplan.health.gov.sk.ca (click on "Bulletins")

For questions related to **POLICY and PROFESSIONAL PRACTICE**, please contact Myla Wollbaum at the Pharmacy Association of Saskatchewan (PAS) at 306-359-7277.