



PEI Pharmacare
P.O. Box 2000
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www.princeedwardisland.ca



Programmes provinciaux de médicaments
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Pharmacist Eligibility to Submit Special Authorization Requests to PEI Pharmacare

To: Community Pharmacists

Date: October 21, 2025

Effective November 4th, 2025, **Pharmacists in Prince Edward Island** will be authorized to submit **Special Authorization Requests** directly to **PEI Pharmacare**.

- **Eligibility to Submit Requests:** Pharmacists may now initiate Special Authorization Requests on behalf of patients. However, certain medications require submission by a specialist due to their complexity or specific clinical criteria (this is outlined in the respective medications' special authorization criteria in the PEI Pharmacare formulary). In such cases, pharmacists are not eligible to submit these requests.
- **Responsibility of the Requesting Pharmacist:**
 - Ensure **all required information** is included to support the request. Requests that are missing information will be returned for completion.
 - Do **not submit** a request unless sufficient documentation is available to demonstrate how the patient meets the **eligibility criteria**.
 - Respond to **requests for additional information** from PEI Pharmacare via our main email or fax line.
 - Follow up with the **patient and prescriber** as needed.
- **Voluntary Participation:** This is an **optional practice**. Pharmacists are not obligated to complete these requests unless they choose to. They retain full professional discretion regarding whether and when to submit a Special Authorization request.
- **Communication Method:** Pharmacare will correspond directly with the requesting pharmacist via **letter mail** for all Special Authorization Requests. Please ensure that the mailing address that you provide on the Special Authorization Request is accurate. Once a decision is made, an official letter will be sent to you via **letter mail**.
- In summary, by submitting a special authorization request, the requesting pharmacist assumes **full responsibility** for the request and **all subsequent communications** related to it.

Please note: Although most Special Authorization Requests are processed promptly, it may take up to **three weeks in some cases**. If you have not received a response or a request for additional information from Pharmacare within three weeks of submission, please contact us using the phone number or email provided below.

For questions or further guidance, please contact:

PEI Pharmacare Program

Department of Health and Wellness

Phone: 902-368-4947 or 1-877-577-3737

Fax: 902-368-4905

Email: drugprograms@gov.pe.ca

Website: <https://www.princeedwardisland.ca/en/information/health-and-wellness/medication-coverage-pe-i-pharmacare-formulary>