

If your application for registration or licensing is denied, or if conditions are placed on your practice, you have the right to a review by the Registration and Licensing Review Committee (the “Committee”).

This process is governed by sections 50–59 of the [Regulated Health Professions Act \(RHPA\)](#).

1. Notice of the Initial Decision

If the Registrar denies your application or imposes conditions/restrictions on your licence, they must notify you in writing within **14 days**. This notice will include:

- A written decision with specific reasons.
- Information on your right to request a review by the Committee.

2. How to Request a Review

To initiate an appeal, you must file a written request for review with the Registrar via registrations@nspharmacy.ca within **30 days** of receiving the initial decision. Your request must:

- State the specific grounds (reasons) for the review.
- Include the applicable fee (this fee is refunded if the Committee decides in your favour and grants the registration or licence). The current Registration Application Review fee is available in the NSPR [fee schedule](#).

3. The Review Process

Once your request is received, the Registrar forwards the application and all relevant documents to the Chair of the Committee.

- The Committee determines its own rules for the review. It will decide if the review will be based solely on written submissions or if a formal hearing is required where you and the Registrar may present evidence.
- Notice of Hearing (if applicable): If you are required to attend a proceeding, the Registrar must give you at least 14 days' notice of the date.

- The applicant and the Registrar are both parties to the appeal. The Registrar and the NSPR's legal counsel do not participate in the Committee's private deliberations or final decision-making.

4. The Committee's Decision

The Committee will provide a written decision with reasons "as soon as practicable" after the review.

- If your application for review is denied, the Committee may require you to pay the costs associated with the review process.
- Under the RHPA, the decision of the Registration and Licensing Review Committee is **final**.

For more information, please contact the Registrations and Licensing Team at registrations@nspharmacy.ca