

## **SPECIAL ACCESS PROGRAM (SAP) DRUGS**

- For access to non-marketed drugs under Health Canada's Special Access Program the physician must obtain authorization from the SAP for each patient and notify pharmacy of the intent to obtain the drug.
- Do not submit forms directly to the SAP unless verbal authorization has been obtained from an emergency after-hours request. Ask your ward pharmacist to forward the completed and signed SAP form to the designated staff in the pharmacy, or call the dispensary at local 6912 for assistance.
- The physician will be required to supply information to the SAP including the patient's initials, date of birth, diagnosis, dosage form, strength and quantity of drug required and justification for using the requested drugs.
- References (not more than 10 years old) to support the rationale for use will increase the likelihood of SAP approval.
- Delivery time of a Special Access drug varies, depending on its origin of shipment.
- The drugs may or may not be provided free of charge by the manufacturer.
- Drugs obtained are for the use of the specified patient only, unless they are obtained under a "future use" status.

## **REORDERING SPECIAL ACCESS DRUGS**

- When supplies of a Special Access Drug are low, the prescriber will be notified by a pharmacist from the Inventory Control Group.
- The prescriber must prepare another request to the SAP to obtain authorization for a refill supply.
- The refill request should contain the same information as the original request PLUS information on why the therapy is to continue, such as evidence of a positive response to the therapy.

## **SPECIAL ACCESS PROGRAM**

To write: Special Access Program  
Therapeutic Products Programme  
Holland Cross, Tower B,  
Finance Building 2<sup>nd</sup> floor  
Tunney's Pasture  
Ottawa, Ontario K1A 1B9

To email: [SAP@hc-sc.gc.ca](mailto:SAP@hc-sc.gc.ca) (a direct link is provided on the website below)

To telephone: During office hours (0830-2108 hours Eastern Standard Time)  
telephone: (613) 941-2108 fax: (613) 941-3194

If a drug is urgently required after office hours, call (613) 941-2108 and leave a message with the after-hours answering service. SAP staff will respond promptly. Have a completed SAP request form (which should include the after-hours SAP officer's name plus date and time; write this under your signature on the form) ready to fax as these are required even if after-hours authorization for treatment to be given. They will not proceed with formal written authorization (which is still required even with a verbal authorization) without a faxed request form. It would also be helpful for the physician to contact Pharmacy in advance to know if a supply is available to start patient treatment immediately (once authorization has been obtained). It is one of the questions that the after-hours SAP officer will ask.

Website: <https://www.canada.ca/en/health-canada/services/drugs-health-products/special-access/drugs.html>  
(Health Canada Special Access Program)

Inventory control of Special Access Drugs is maintained by the Inventory Control Group of the Department of Pharmacy (local 2732), Monday to Friday, 0800-1600 hours. On weekends, evenings or stat holidays contact the main pharmacy at local 6912.