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## Non-Resident Compounding Pharmacy Responsible Person Requirements and Resources

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Effective July 1, 2021, new rules on non-resident pharmacy compounding went into effect. As part of the new rules, a non-resident compounding pharmacy must have an Ohio licensed pharmacist as the responsible person on its Ohio terminal distributor license. While this provision was set to take effect on August 1, 2021, the Board has delayed this requirement until December 1, 2021.

Due to delays in the background check processing, if a responsible pharmacist on a non-resident compounding pharmacy submits a completed application for reciprocity, they are considered to be compliant with the extended December 1<sup>st</sup> deadline.

This newsletter will provide more information about the Ohio pharmacist reciprocity application process and answer frequently asked questions.

For more information on specific compounding pharmacy requirements, visit:  
[www.pharmacy.ohio.gov/NRPcompound](http://www.pharmacy.ohio.gov/NRPcompound).

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### Ohio Pharmacist Licensure by Reciprocity

Individuals who hold an active license to practice pharmacy as a pharmacist in another state are eligible to reciprocate their license to Ohio. Below is some basic information about the process to reciprocate a pharmacist license.

#### Application requirements and steps to obtain a pharmacist license by reciprocity in Ohio:

- 1) Submit a license transfer application to NABP through the electronic license transfer program (eLTP) via your [NABP e-profile](#).** The eLTP application has a required fee of \$375.00 paid to NABP. NABP reviews the application and submits it directly to the Ohio Board of Pharmacy for evaluation.
- 2) Submit an application for a pharmacist license to the Ohio Board of Pharmacy via [eLicense Ohio](#).** Indicate the application type as Reciprocity. The reciprocity application has a required fee of \$337.50 and eLicense transaction fee of \$3.50 paid to the Board. Acceptable forms of payment include Visa, MasterCard, and Discover.
- 3) Submit fingerprints for Ohio BCI and FBI criminal records checks.** Applicants should review the criminal records [check guidance document](#) for more information.
- 4) Attend a reciprocity hearing within six (6) months.** After the application is reviewed, the applicant will receive notification to appear at an upcoming reciprocity hearing. Reciprocity hearings are presented virtually on the Tuesday of the monthly Board Meeting at 1 pm. A full schedule can be found [here](#).

To review a full guidance document for obtaining an Ohio pharmacist license via reciprocity, please visit: <https://www.pharmacy.ohio.gov/Documents/Licensing/Pharmacist/General/Pharmacist%20License%20by%20Reciprocity.pdf>

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### Frequently Asked Questions

**Our pharmacy holds an Ohio terminal distributor license as a non-resident pharmacy and compounds drugs but does not ship compounded drugs to Ohio patients. Are we required to have a responsible person who is an Ohio licensed pharmacist?**

No. The rules are specific to non-resident pharmacies that ship compounded drugs into Ohio.

**How do we change the responsible person on our license?**

All change requests must be submitted via the [eLicense Ohio](#) system. An individual must have or create an eLicense account to submit the change request. Once logged in, select "Change in Responsible Person" from the options menu located on the appropriate license tile. Step-by-step instructions can be reviewed [here](#). Change requests take approximately seven to ten business days to be processed.

**How do we verify who the Board has listed as the responsible person on the non-resident pharmacy license?**

Visit the Board's License Look-up here: [www.pharmacy.ohio.gov/Licensing/LicenseLookup](http://www.pharmacy.ohio.gov/Licensing/LicenseLookup). The name of the responsible person currently on file with the Board will return with other license information.

**How do we know if our responsible person is licensed in Ohio or submitted an application to the Ohio Board of Pharmacy?**

Utilize the electronic verify license search here: [www.elicense.ohio.gov/oh\\_verifylicense](http://www.elicense.ohio.gov/oh_verifylicense). Input the pharmacist's name and select Board of Pharmacy in the Board list. A license status of "Submitted" or "In Review" indicates the application has been received by the Board but is still awaiting issuance. An individual with a pharmacist license in "Active" status has received their license and is authorized to practice pharmacy in the state.

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