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**E-NEWS UPDATE  
PHARMACY TECHNICIAN REGISTRATION DECEMBER UPDATE**

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**Pharmacy Technician Applicants Advised to Submit Application Materials by March 1, 2018**

Registration of technicians involves the processing of application materials by Board of Pharmacy staff. Due to the high volume of expected applicants, it is strongly recommended that current technicians apply for registration by **March 1, 2018**. Submission of applications and application materials by this date will ensure that existing technicians can be registered by the required deadline of April 6, 2018.

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**Criminal Records Check Guidance**

There are only two ways to submit the required criminal records check to the State of Ohio Board of Pharmacy to obtain a pharmacy technician registration (certified, registered and trainee). **ALL APPLICANTS MUST SATISFY THIS REQUIREMENT.**

**1. If your employer-based background check was completed more than 24 months from the date you submit your electronic application** - Submit fingerprints to the Ohio Bureau of Criminal Identification and Investigation (BCI) and FBI via a WebCheck provider located in Ohio. The results of new criminal records checks must be submitted to the Board of Pharmacy **directly** by the BCI. Instructions for the submission of a new criminal records check can be accessed here: [www.pharmacy.ohio.gov/BACKGROUNDTECH](http://www.pharmacy.ohio.gov/BACKGROUNDTECH).

**2. If your employer-based background check was completed in the last 24 months from the date you submit your electronic application** - Submit a copy of your background check results with applicable paperwork (i.e. rap sheet) that your employer has on file. See the appropriate application instructions on the [pharmacy technician licensing webpage](#) for more information on uploading these results. The Board will **ONLY** accept results of the BCI/FBI check sent to an employer who is an Ohio-licensed terminal distributor of dangerous drugs (TDDD). The Board **WILL NOT** accept the following:

- Background checks conducted by other providers that are not Ohio-licensed terminal distributors of dangerous drugs (i.e. foster care applications, conceal carry applications, non-TDDD employers, etc.).
- Background checks that do not consist of results from both the Ohio Bureau of Criminal Identification and Investigation (BCI) **AND** the Federal Bureau of Investigation (FBI).
- Employer-based background checks that were completed more than 24 months from the date a technician submits an application. In this instance, the applicant will have to get a new criminal records check as outlined in this guidance document: [www.pharmacy.ohio.gov/BACKGROUNDTECH](http://www.pharmacy.ohio.gov/BACKGROUNDTECH).

**It is strongly advised that you obtain and upload your employer-based records check results (if applicable) as soon as possible to avoid any delay in processing your application.**

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**Pharmacy Interns Registering as Technicians**

It has come to the Board's attention that Ohio licensed pharmacy interns are attempting to register as pharmacy technicians. Please be advised that actively licensed Ohio pharmacy interns should not be registering as pharmacy technicians.

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**Update to Service Personnel Responsibilities**

The Board has authorized support personnel (i.e. non-pharmacy technician personnel) to conduct the following additional activities that have not been specifically addressed in rule 4729:3-1-01:

- Stocking of automated drug dispensing units and floor stock with intravenous fluids that are non-controlled dangerous drugs and are not dispensed by an institutional pharmacy.
  - Overwrapping/placing in plastic dangerous drugs that have been compounded or dispensed (i.e. appropriately labeled) by a terminal distributor of dangerous drugs.
  - Entering demographic and insurance information into a patient's profile.
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## Updates to Pharmacy Technician FAQ Document

The Pharmacy Technician Registration FAQ document can be accessed here: [www.pharmacy.ohio.gov/TechFAQ](http://www.pharmacy.ohio.gov/TechFAQ).

**Q14)** My employer requires me to maintain a national pharmacy technician certification (i.e. PTCB/ExCPT) for my job. However, I do not engage in any of the activities listed in Q5 of this document. Should I apply for registration with the Board?

**A14)** No. Most likely, you do not work at a location that can attest to your training and education requirements to practice as a pharmacy technician. Only those who are engaging or planning to engage in the activities listed in Q5 of this document should apply for registration with the Board of Pharmacy.

**Q15)** Can a certified pharmacy technician stock an automated drug dispensing unit or floor stock at a location licensed as a terminal distributor of dangerous drugs if a pharmacist is unable to provide direct supervision?

**A15)** Yes. The Board adopted the following resolution:

*Approved 12/11/2017*

*A certified pharmacy technician may stock an automated drug dispensing unit and floor stock at a location licensed as a terminal distributor of dangerous drugs if a pharmacist is not physically present at the licensed location only under the following circumstances:*

*(1) A pharmacist is readily available to answer questions of the certified pharmacy technician;*

*(2) A pharmacist is responsible for conducting routine verifications of the activities of the certified pharmacy technician to prevent the diversion of dangerous drugs; and*

*(3) A pharmacist is fully responsible for all activities conducted by the certified pharmacy technician at the licensed location.*

*NOTE: The text of this resolution will be amended into rule 4729:3-3-04 of the Ohio Administrative Code in the Spring (date TBD).*