Certified pharmacy technician renewal will begin in **August 2020** (technicians will be notified of the exact date in the spring). As part of the renewal process and as a condition of maintaining a valid Ohio registration, a certified pharmacy technician is required to maintain a pharmacy technician certification (ExCPT or PTCB).

Starting in January 2020, the Board will begin verifying certified technicians have a valid ExCPT or PTCB certification.

A certified technician must meet the continuing education requirements for their pharmacy technician certification (ExCPT or PTCB). Any certified technician who holds a valid certification is **not** required to complete the ten contact hours that is required for a registered pharmacy technician.

**Failure to maintain an ExCPT or PTCB certification may result in disciplinary action by the Board. Therefore, all Ohio certified technicians should make sure they have valid certifications prior to January 2020.**

If a certified pharmacy technician no longer wants to maintain their ExCPT or PTCB certification, the applicant will be required to re-apply as a registered pharmacy technician.

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**I have renewed my ExCPT or PTCB certification since I became a certified technician with the Board. Where can I upload my new certification?**

Certified pharmacy technicians who have renewed their PTCB or ExCPT certificate since they have registered with the Board may upload the new certificate in eLicense Ohio by selecting "Submit Additional Documentation" from the Option menu.

Information about submitting additional information in elicense can be found [here](#).

Individuals who already have an account but forgot their password may reset the password by selecting "Forgot your password?". A password reset link will be emailed to you. The link expires after 24 hours, so be sure to reset your password as soon as possible.

Individuals who already have an account but have not logged on in the last 12 months may be required to reset their password. Follow the on-screen instructions to reset your password.

**It is highly recommended to use Google Chrome to access eLicense Ohio and when submitting the renewal application.**

For step-by-step guidance on how to register for an account on the eLicense site, visit: [www.pharmacy.ohio.gov/elicenseinstruct](http://www.pharmacy.ohio.gov/elicenseinstruct).

For assistance registering for an account or resetting a password in eLicense Ohio, please contact the eLicense Customer Service Center, which can be reached by calling 855-405-5514.

*The eLicense Customer Service Centers serves all Ohio Boards and Commissions licensees and applicants. Callers may experience hold times or delays during overlapping renewal cycles across the state’s Boards and Commissions.*