



## Certified Pharmacy Technician National Certification Requirements

**Updated 3/28/2024**

All technicians registered as a Certified Pharmacy Technicians with the Ohio Board of Pharmacy (Board) are required to hold one of the following national certifications:

- Certified Pharmacy Technician (CPhT) certification with the Pharmacy Technician Certification Board (PTCB)
- ExCPT certification with the National Healthcareer Association (NHA)

After receiving a registration from the Board, certified pharmacy technicians shall maintain their certification including regular renewal and continuing education requirements ([OAC 4729:3-4-02](#)). *NOTE: the certification may expire on a different date than the Ohio registration issued by the Board.*

A certified pharmacy technician that allows their national certification to lapse cannot perform the job duties specifically authorized for certified pharmacy technicians. The Board regularly monitors certification status and will place a status of Active – Restricted on a technician's Board registration if their national certification has lapsed. A notice and instructions on how to remove this restriction will be emailed to the technician. Impacted technicians will not be eligible to renew their Board registration until renewing or reinstating their national certification.

To have the Restricted sub-status removed, a technician can do one of the following:

- **Renew/Reinstate** their certification with PTCB or NHA. Once renewal or reinstatement is complete, a technician shall upload a copy of the certificate to their [eLicense Ohio](#) Dashboard as a **Submit Additional Documentation** request. The Board does not monitor technicians' certification status after placing the Restricted status.

More information on the specific renewal or reinstatement requirements can be found on the certification bodies' websites here:

- **Pharmacy Technician Certification Board (PTCB) -**  
<https://www.ptcb.org/renew-credentials/how-to-renew>
  - **National Healthcareer Association (NHA) for ExCPT -**  
[https://www.nhanow.com/pharmacy-technician-\(cpht\)-renewal](https://www.nhanow.com/pharmacy-technician-(cpht)-renewal)
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- **Re-apply** as a Registered Pharmacy Technician by submitting a new application and fee via [eLicense Ohio](#). Criminal records check results for BCI and FBI must be dated within 2 years and on file with the Board. More information about registration as a Registered Pharmacy Technician can be reviewed [here](#).
  - **Inactivate** their registration if they are not currently working in a pharmacy and do not need or plan to keep their registration in Ohio. Inactivating a registration will immediately prohibit an individual from working in a pharmacy as a technician and they will be required to submit additional application requirements and fees to reinstate the registration. The Request to Inactivate Pharmacy Technician Registration form is available [here](#).

A Certified Pharmacy Technician with a Restricted sub-status is eligible to continue working as a technician, but employers must ensure the technician does not perform any job duties which are only permitted for Certified Pharmacy Technicians. Please refer to the [Pharmacy Technician Responsibilities](#) guide for more information.

*For questions on specific technician registration information, email [technician@pharmacy.ohio.gov](mailto:technician@pharmacy.ohio.gov) and include the technician's name and Board registration number (begins with 093).*