



## English Language Proficiency Requirements for Pharmacy Technicians

**Updated 1/12/2021**

**UPDATE:** Pursuant to a Board resolution approved on January 10, 2022, **Pharmacy Technician Trainee** applicants are not required to demonstrate proficiency in English.

**Registered and Certified Pharmacy Technician** applicants who completed their primary/high school education outside of the United States are still required to demonstrate English proficiency via one of the approved methods listed below.

The Board also approved new minimum scores for successful completion of the TOEFL.

Rule [4729:3-2-01 of the Ohio Administrative Code](#) and Board policy, requires any pharmacy technician or trainee applicant who has a foreign school diploma that is equivalent to a U.S. high school diploma to demonstrate English language proficiency by either:

1. Submit evidence of successful completion of the "Test of English as a Foreign Language, Internet-based test" (TOEFL iBT).
2. Submit a diploma or transcript demonstrating completion of an associate's degree or higher from an accredited college, junior college, community college or university in the United States.
3. Submit verification of active professional license or registration issued by a healthcare licensing board (Ohio State Dental Board, Ohio Veterinary Medical Licensing Board, State Medical Board of Ohio, or Ohio Board of Nursing) (see [Q7](#)).

4. Submit an attestation signed by the responsible person of the pharmacy where the technician is actively employed (see Q9 for more information).

To assist applicants with this requirement, the Board has developed a set of frequently asked questions that begins on the next page of this document.

If you need additional information, you may e-mail the Board at [technician@pharmacy.ohio.gov](mailto:technician@pharmacy.ohio.gov).

## **Frequently Asked Questions**

### **Q1) Why is this requirement necessary?**

**A1)** Language proficiency is an essential skill required of all pharmacy technicians in the day-to-day practice of pharmacy in Ohio. Although language proficiency does not guarantee that effective communication will take place, it is the foundation for reading, speaking, listening, and writing skills – all components of communication. A pharmacy technician’s ability to communicate is critical in the delivery of safe and effective patient care. To this end, Ohio requires all technician, pharmacist and pharmacy intern applicants to meet the same English proficiency standards to ensure effective communication across the profession.

### **Q2) Where can I find more information about taking the Test of English as a Foreign Language, Internet-based test (TOEFL iBT)?**

**A2)** More information about the TOEFL iBT can be accessed here:

<https://www.ets.org/toefl/ibt/about>

Educational Testing Service may also be contacted via phone: **1-877-863-3546**

(Monday–Friday, 8 a.m.–7:45 p.m. U.S. Eastern Time, except for U.S. holidays)

**Q3) How much does it cost to take the TOEFL iBT?**

**A3)** More information about fees can be accessed here:

<https://www.ets.org/toefl/ibt/about/fees/>

**Q4) What are the scores I need to successfully complete the TOEFL iBT to become registered as a pharmacy technician or trainee?**

**A4)** \*Pursuant to the Board's resolution approved on January 10, 2022, the following minimum scores or higher are required:

- Writing: fourteen (14)
- Speaking: twenty (20)
- Listening: seventeen (17)
- Reading: eighteen (18)

*\*An applicant may demonstrate successful completion by utilizing the MyBest Scores section on their most recent TOEFL iBT score report.*

**Q5) How do I submit my TOEFL iBT scores to the Board of Pharmacy?**

**A5)** A copy of your score report must be submitted electronically as part of your application.

For more information about obtaining your scores, visit:

<https://www.ets.org/toefl/ibt/scores/get/>

Instructions for submitting additional documentation as part of your application can be accessed here: [eLicense Guide – Submitting Additional Documentation](#)

**IMPORTANT:** Documentation must be submitted electronically. Documents mailed to the Board will not be processed.

**Q6) How do I submit a diploma or transcript demonstrating completion of an associate degree or higher from an accredited college, junior college, community college or university in the United States?**

**A6)** A copy of your diploma or official transcript demonstrating successful completion of a degree must be submitted as part of your application. Instructions for submitting additional documentation as part of your application can be accessed here:

<https://www.pharmacy.ohio.gov/Documents/Licensing/PTech/eLicense/Submitting%20Additional%20Documentation.pdf>

**IMPORTANT:** Documentation must be submitted electronically. Documents mailed to the Board will not be processed.

**Q7) How do I submit my licensure obtained from a healthcare licensing board (Ohio State Dental Board, Ohio Veterinary Medical Licensing Board, State Medical Board of Ohio, of Ohio Board of Nursing)?**

**A7)** The applicant must submit a verification of licensure. License verification can be supplied via [https://elicense.ohio.gov/oh\\_verifylicense](https://elicense.ohio.gov/oh_verifylicense).

**Q8) I am a foreign graduate but native English speaker. Am I still required to complete the TOEFL iBT?**

**A8)** All foreign graduates are required to take the TOEFL iBT if they do not have a US diploma or transcript demonstrating completion of an associate degree or higher from an accredited college, junior college, community college or university in the United States.

**Q9) How do I submit an attestation by the pharmacy's responsible person that I am proficient in English?**

**A9)** The responsible person of the pharmacy where the technician is actively employed or was employed in the last 3 years may sign this [attestation form](#). The responsible person will

be attesting to their personal observation that the technician applicant demonstrates the required skills (reading, listening, speaking, and writing) with the English language to practice safely and effectively as a pharmacy technician.

The completed attestation form should be uploaded with the applicant's registered or certified pharmacy technician application in the *Attachments* section.

**English Language Proficiency Attestation Document –**

[www.pharmacy.ohio.gov/RPenglish](http://www.pharmacy.ohio.gov/RPenglish).

**Q10) I am currently registered as a Pharmacy Technician Trainee and am a foreign graduate. When will I be required to meet the English proficiency requirements outlined in this guidance?**

Q10) All applicants (currently registered as trainees or first-time applicants) applying for registration as Registered or Certified Pharmacy Technician who are foreign graduates will be required to meet the English proficiency requirements.