MICHIGAN PHARMACIST LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a pharmacist license.)

APPLICATION AND FEES

- ☐ Online Application For a Pharmacist License - Complete all fields, answer all questions and upload any supporting documentation.
- ☐ Online Application for Controlled Substance License (Optional)
- ☐ Online application can be completed by visiting **www.michigan.gov/miplus**.

- ☐ Application Fee (Application Fee + 2-year license fee) (Must be paid by Visa, Mastercard, or Discover credit or debit card.):

  Pharmacist By Examination or Endorsement – $135.00
  Pharmacist Relicensure – Lapsed 3 years or less – $155.00
  Pharmacist Relicensure – Lapsed More Than 3 Years – $155.00
  Controlled Substance - $173.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- ☐ If you will be dispensing controlled substances, you must apply for both a pharmacist and controlled substance license. You may apply for a controlled substance license by completing the controlled substance license fields in the application. If you do not apply for a controlled substance license on your pharmacist application, you must wait for the pharmacist license to be issued before you may apply for a controlled substance license.
  - ☐ Beginning September 1, 2019, individuals seeking a controlled substance license or who is licensed to prescribe or dispense controlled substances must have completed a 1-time training in opioids and controlled substances awareness that meets the standards established in Administrative Rule 338.3135 prior to being issued a license.
- ☐ Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years).
- ☐ Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.

- Human Trafficking – Beginning November 13, 2022, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.511 prior to being issued a license. The training must only be completed one time.

- Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.

- Verification of Licensure – Verification/certification must be submitted directly to this office by the licensing agency of any state or territory of the United States in which you hold a current license or have ever held a pharmacy license. Verification includes, but is not limited to, showing proof of any disciplinary action taken or pending disciplinary action imposed. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909

- NABP E-Profile Identification Number – Contact the National Association of Boards of Pharmacy (NABP) for more information at https://nabp.pharmacy.

ADDITIONAL REQUIREMENTS FOR PHARMACIST BY EXAMINATION

- Prior to submitting an online application for licensure, you must have obtained a passing score on both the NAPLEX and the MPJE. If you fail to pass either of these examinations, within 3 attempts, you shall provide the board, after the third attempt and prior to retesting, certification from an approved education program certifying that you have satisfactorily completed courses that provide a thorough review of the area or areas that you failed in the most recent examination. You shall not sit for the NAPLEX more than 5 times unless you successfully repeat an approved education program and provide completion to the board. In addition, you shall not sit for the MPJE more than 5 times unless you successfully repeat an approved pharmacy law course in an educational program and provide proof of completion to the board. Contact the National Association of Boards of Pharmacy (NABP) for more information at https://nabp.pharmacy.

- Once you have achieved a passing score on the NAPLEX and the MPJE, you may apply for licensure in Michigan.

- Graduates of Accreditation Council for Pharmacy Education (ACPE) approved pharmacy education programs must forward the Certificate of Pharmacy Education form to your school of pharmacy to request verification of pharmacy education and externship hours granted. **The Certificate of Pharmacy Education must be mailed directly from your college to this office.**

- Graduates of foreign pharmacy programs that are not Accreditation Council for Pharmacy Education (ACPE) approved must complete the Foreign Pharmacy Graduate Examination Committee certification program (FPGEC) administered by the National Association of Boards of Pharmacy (NABP). Visit the NABP website at https://nabp.pharmacy for more information.

- Michigan requires 1,600 hours of internship (including externship). The Internship Training Affidavit form should be used only to report those intern hours gained in Michigan while holding an intern license. Hours gained in other states must be reported directly to this office by the Board of Pharmacy in the state where the intern hours were obtained.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

- ☐ Establish that you are currently licensed in another state or that you have successfully passed the Foreign Pharmacy Graduate Examination Committee certification program (FPGEC) administered by the National Association of Boards of Pharmacy (NABP) and were initially licensed by examination in another state.
- ☐ Prior to submitting an online application for licensure, you must have obtained a passing score on the MPJE. You must contact NABP to have your passing MPJE score released to Michigan. If you fail to pass the MPJE examination, within 3 attempts, you shall provide the board, after the third attempt and prior to retesting, certification from an approved education program certifying that you have satisfactorily completed courses that provide a thorough review of the area or areas that you failed in the most recent examination. You shall not sit for the MPJE more than 5 times unless you successfully repeat an approved pharmacy law course in an educational program and provide proof of completion to the board. Contact the National Association of Boards of Pharmacy (NABP) for more information at https://nabp.pharmacy.
- ☐ Once you have achieved a passing score on the MPJE, contact NABP to have your NABP licensure and exam history sent to Michigan.

ADDITIONAL REQUIREMENTS FOR PHARMACIST RELICENSURE WHEN THE MICHIGAN LICENSE HAS BEEN LAPSED FOR 3 YEARS OR LESS

- ☐ Online application can be completed by visiting **www.michigan.gov/miplus,** select **MiPlus Login**, select "**Modification**" next to your license number and then select **"Relicensure."**
- ☐ Upload proof of having completed 30 hours of board-approved continuing education, with at least one hour in pain management and 10 hours of live courses or programs that provide for direct interaction between faculty and participants, earned within the two years preceding the date of application for relicensure.
- ☐ Submit proof of having completed both a 1-time training in identifying victims of human trafficking as required in R 338.511 and a 1-time training in opioids and other controlled substances awareness as required in R 338.3135.

ADDITIONAL REQUIREMENTS FOR PHARMACIST RELICENSURE WHEN THE MICHIGAN LICENSE HAS BEEN LAPSED FOR MORE THAN 3 YEARS BUT LESSTHAN 8 YEARS

- ☐ Online application can be completed by visiting **www.michigan.gov/miplus,** select **MiPlus Login**, select "**Modification**" next to your license number and then select **"Relicensure."**
- ☐ Prior to submitting an online application for licensure, you must have obtained a passing score on the MPJE. If you fail to pass the MPJE examination, within 3 attempts, you shall provide the board, after the third attempt and prior to retesting, certification from an approved education program certifying that you have satisfactorily completed courses that provide a thorough review of the area or areas that you failed in the most recent

examination. You shall not sit for the MPJE more than 5 times unless you successfully repeat an approved pharmacy law course in an educational program and provide proof of completion to the board. You must contact NABP to have your passing MPJE score released to Michigan. Contact the National Association of Boards of Pharmacy (NABP) for more information at https://nabp.pharmacy.

☐ Upload proof of having completed 30 hours of board-approved continuing education, with at least one hour in pain management and 10 hours of live courses or programs that provide for direct interaction between faculty and participants, earned within the two years preceding the date of application for relicensure. A minimum of 1 hour of continuing education must be earned in pharmacy ethics and jurisprudence.

☐ If you are not currently licensed as a pharmacist in another state, within 6 months of applying for relicensure, complete a program of practical pharmacy experience of not less than 200 hours as follows:

- The individual shall practice under the personal charge of a currently licensed Michigan pharmacist.
- Upon completion of the required practical experience, the supervising pharmacist shall forward to the Bureau a verification of the applicant's completion of the hours. The practical experience must include the professional and clinical experience in the following areas:
  - Pharmacy administration and management.
  - Drug distribution, use, and control.
  - Legal requirements.
  - Providing health information services and advising patients.
  - Pharmacist's ethical and professional responsibilities.
  - Drug and product information.
  - Evaluating drug therapies and preventing or correcting drug-related issues.

- If completed in Michigan, the program of practical pharmacy experience shall only be done while licensed as a Pharmacist-Temporary, which will be issued only once and is valid for up to 18 months. Applicants will be granted a temporary license when applying for relicensure.

☐ Submit proof of having completed both a 1-time training in identifying victims of human trafficking as required in R 338.511 and a 1-time training in opioids and other controlled substances awareness as required in R 338.3135.

ADDITIONAL REQUIREMENTS FOR PHARMACIST RELICENSURE WHEN THE MICHIGAN LICENSE HAS BEEN LAPSED FOR 8 YEARS OR MORE

- ☐ Online application can be completed by visiting **www.michigan.gov/miplus,** select **MiPlus Login**, select "**Modification**" next to your license number and then select **"Relicensure."**

- ☐ Prior to submitting an online application for licensure, you must have obtained a passing score on the MPJE and, if you are not currently licensed as a pharmacist in another state, also the NAPLEX. If you fail to pass either of these examinations, within 3 attempts, you shall provide the board, after the third attempt and prior to retesting, certification from an approved education program certifying that you have satisfactorily completed courses that provide a thorough review of the area or areas that you failed in the most recent examination. You shall not sit for the NAPLEX more than 5 times unless you successfully repeat an approved education program and provide completion to the board. In addition, you shall not sit for the MPJE more than 5 times unless you successfully repeat an approved pharmacy law course in an educational program and provide proof of completion to the board. You must contact NABP to have your passing NAPLEX and MPJE scores released to Michigan. Contact the National Association of Boards of Pharmacy (NABP) for more information at https://nabp.pharmacy.

- ☐ Upload proof of having completed 30 hours of board-approved continuing education, with at least one hour in pain management and 10 hours of live courses or programs that provide for direct interaction between faculty and participants, earned within the two years preceding the date of application for relicensure. A minimum of 1 hour of continuing education must be earned in pharmacy ethics and jurisprudence.

- ☐ If you are not currently licensed as a pharmacist in another state, within 6 months of applying for relicensure, complete a program of practical pharmacy experience of not less than 400 hours as follows:

    - The individual shall practice under the personal charge of a currently licensed Michigan pharmacist.
    - Upon completion of the required practical experience, the supervising pharmacist shall forward to the Bureau a verification of the applicant's completion of the hours. The practical experience must include the professional and clinical experience in the following areas:

        - Pharmacy administration and management.
        - Drug distribution, use, and control.
        - Legal requirements.
        - Providing health information services and advising patients.
        - Pharmacist's ethical and professional responsibilities.
        - Drug and product information.
        - Evaluating drug therapies and preventing or correcting drug-related issues.

    - If completed in Michigan, the program of practical pharmacy experience shall only be done while licensed as a Pharmacist-Temporary, which will be issued only once and is valid for up to 18 months. Applicants will be granted a temporary license when applying for relicensure.

- ☐ Submit proof of having completed both a 1-time training in identifying victims of human trafficking as required in R 338.511 and a 1-time training in opioids and other controlled substances awareness as required in R 338.3135.

PHARMACIST PRECEPTOR APPLICATION

- ☐ An applicant for a pharmacist preceptor specialty must have held an unrestricted Michigan pharmacist license for at least one year and have been engaged in the practice of pharmacy in Michigan for at least one year.

- ☐ The preceptor specialty application can be completed by visiting www.michigan.gov/miplus select **MiPlus Login**, select "**Modification**" next to your pharmacist license number and then select **"Pharmacist Preceptor Application."**

RENEWAL REQUIREMENTS CHECKLIST

- ☐ Online Application For Pharmacist Renewal – Can be completed by visiting **www.michigan.gov/miplus**

- ☐ Renewal Application Fee (2-year license fee) (Must be paid by Visa, Mastercard, or Discover credit or debit card.):

  Pharmacist Renewal Application Fee: $60.00
  Controlled Substance Renewal Application Fee: $162.20

- ☐ Renewal Cycle: 2 years

- ☐ Good Moral Character Questions – Documentation will be required if you answer "yes" to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.

- ☐ Disciplinary Question – Documentation will be required if you answer "yes" to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.

- ☐ If you hold a controlled substance license, it will be automatically renewed and the renewal fee charged along with your pharmacist license unless you uncheck the controlled substance license during the renewal process.

  - ➢ Beginning with the 2021 renewal cycles, and all renewal cycles thereafter, controlled substance licensees must have completed prior to renewal a 1-time training in opioids and controlled substance awareness that meets the standards established in Administrative Rule 338.3135.

- ☐ Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met the human trafficking requirement and the continuing education requirements during the renewal period:

  - ☐ Human Trafficking –
    - ➢ Beginning in 2020, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.511 prior to prior to renewing their license. The training must only be completed one time.

  - ☐ If licensed during the full 2- year renewal cycle:
    - ➢ 30 hours of continuing education in board-approved courses or programs completed during the 2-year renewal period, which includes:
      - ➢ A minimum of 1 hour of continuing education earned in the area of pain management.

- A minimum of 10 hours of of continuing live courses or programs that provide for direct interaction between faculty and participants.
- An applicant may not earn more than 12 hours of continuing education in a day.
- A minimum of 1 hour of continuing education in pharmacy ethics and jurisprudence.

- Additional information regarding continuing education can be found by accessing the Administrative Rules for Pharmacy at: www.michigan.gov/healthlicense and click on the pharmacy link.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the pharmacy link you can access the following helpful resources and forms:

  Resources:
  - Public Health Code
  - Administrative Rules for Pharmacy