

## Bureau of Professional Licensing Pharmacy Technician Law FAQ

**1. When does this new pharmacy technician law come into effect?**

This new law is in effect beginning December 22, 2014.

**2. When am I required to be licensed as a pharmacy technician in order to engage in the practice of pharmacy in Michigan?**

An individual shall not engage in the practice of pharmacy or serve as a pharmacy technician unless licensed. **BEGINNING OCTOBER 1, 2015**, an individual shall not serve as a pharmacy technician unless licensed.

**3. Does the new law contain any prohibitions?**

If you are performing services cited in MCL 333.17739, then you must obtain a pharmacy technician license. For more detailed information, please refer to the following link:

[http://www.legislature.mi.gov/\(S\(ua0w0nwg5jc42n3iuh3tly1\)\)/mileg.aspx?page=getObject&objectName=mcl-333-17739](http://www.legislature.mi.gov/(S(ua0w0nwg5jc42n3iuh3tly1))/mileg.aspx?page=getObject&objectName=mcl-333-17739)

**4. Where can I download application forms?**

Please visit our website link:

[http://michigan.gov/lara/0,4601,7-154-35299\\_63294\\_27529\\_27548---,00.html](http://michigan.gov/lara/0,4601,7-154-35299_63294_27529_27548---,00.html)

Look for the Pharmacy Technician applications under the heading, "*Licensing Applications and Forms.*"

**5. Is there a deadline when the pharmacy technicians are required to be licensed?**

Pharmacy Technicians are required to be licensed beginning October 1, 2015.

**6. If I currently hold a full or limited license am I required to renew the license in June 2015?**

Licenses issued *on or before* March 2, 2015, will expire on June 30, 2015, and will be required to be renewed by this date. The renewed license will be valid for a two-year period, with an expiration date of June 30, 2017.

Licenses issued *on or after* March 3, 2015, will fall into the new license cycle, with an expiration date of June 30, 2016.

**7. Is a temporary license renewable?**

No. A temporary license is not renewable. The temporary license expires 1 year after the date the temporary license is issued.

**8. What license types are available?**

- Full licensure
- Limited licensure
- Temporary licensure

**9. Do I have to take an examination if I was employed as a pharmacy technician by a pharmacy on December 22, 2014 and have continuously been employed by that same pharmacy since December 22, 2014?**

An examination is not required if you meet the qualifications for a limited license. **To qualify for a limited license**, you will need to document satisfactory employment of at least 1,000 hours for a two-year period preceding the date of your application.

**10. What documentation do I need if I am employed as a Pharmacy Technician and assigned to more than one location as of the effective date of the Act?**

As part of your limited license application, your employer will be required to complete the affidavit portion of the application. An individual who is employed as a pharmacy technician by an employer that operates multiple licensed pharmacy locations may work as a limited license pharmacy technician at any of the employer's licensed pharmacy locations in this state.

**11. If I obtain a limited pharmacy technician license, and change employers, will this limited license remain valid?**

Your limited license will no longer be valid if you do not remain employed by the same employer as initially reported by your employer on the affidavit portion of your limited license application.

## 12. What are the new pharmacy technician licensing requirements?

- Submit a complete application form
- Graduate from an accredited high school or GED
- Complete a Criminal Background check specifically for your license application.
- Passes either of the following:
  - The certified pharmacy technician examination given by the pharmacy technician certification board.
  - The certified pharmacy technician examination given by the national health career association.
  - An employer-based training program examination that is approved by the board.

## 13. How does a pharmacy technician obtain a temporary license?

Individuals may apply for a temporary license if he or she is preparing for one of examinations listed below:

- The certified pharmacy technician examination given by the pharmacy technician certification board.
- The certified pharmacy technician examination given by the national health career association.
- An employer-based training program examination that is approved by the board.

The temporary license expires 1 year after the date the temporary license is issued.

## 14. Does the pharmacy technician need to keep his/her certification up-to-date as well as the license?

Maintenance of certification is not a requirement for state licensure as a pharmacy technician. You may wish to check with your employer to determine requirements for continued employment.

## 15. How many clock hours are required for an educational program?

There are no specific educational requirements for a pharmacy technician program. Applicants are required to either graduate from an accredited high school or have obtained a GED to obtain a license as a pharmacy technician.

**16. I am a student in a pharmacy technician program. Do I need to be licensed?**

MCL 333.16171 provides that a student in a health profession training program, which has been approved by the Board, while performing the duties assigned in the course of training is not required to obtain a license. The Board is in the process of promulgating rules that will define an approved program.

**17. Will I need clock hours to be grandfathered in?**

There is no grandfathering of pharmacy technicians. Please review the qualifications for a limited license.

**18. How do you get nationally certified?**

National certification is not a state of Michigan licensure requirement. You may wish to check with one of the certifying agencies that offer the appropriate examination listed under question number eleven.

**19. If I am a cashier in a pharmacy, do I need a pharmacy technician license?**

Individuals who perform any of the following functions must be licensed as a pharmacy technician, unless an exception is provided in Part 177, Pharmacy Practice and Drug Control, of the Public Health Code. (MCL 333.17739)

- (a) Assisting in the dispensing process.
- (b) Handling transfer of prescriptions, except controlled substances prescriptions.
- (c) Compounding drugs.
- (d) Preparing or mixing intravenous drugs for injection into a human patient.
- (e) Contacting prescribers concerning prescription drug order clarification, which does not include drug regimen review or clinical or therapeutic interpretation.
- (f) Receiving verbal orders for prescription drugs, except orders for controlled substances.
- (g) Subject to section 16215, performing any other functions authorized under rules promulgated by the department in consultation with the board.

To dispense medication means to issue one or more doses of a drug for subsequent administration to, or use by, a patient. The dispensing process for medication begins when medication is placed in an approved container pursuant to a prescription. The dispensing process for medication ends when the container is closed and a label containing the information required by MCL 333.17745(6) is affixed to that container.

An individual who handles the container after that point does not need to have a pharmacy technician license as long the container is not opened or the label is not changed or replaced; this will include the handling of the container to complete the payment transaction for the prescription.

An individual who is not licensed as a pharmacy technician is prohibited from using the title of pharmacy technician or a similar title.

**20. Is a criminal background check required for licensure?**

Applicants for pharmacy technician licensure in Michigan are required to undergo a Criminal Background Check (CBC) and provide evidence of fingerprint processing from an authorized agency. Fingerprints must be taken using the Customer ID number and instructions provided in the Application Confirmation letter that will be sent when your license application and fee are processed. Do not have your fingerprints taken prior to receiving your Customer ID number.

**21. If I had my fingerprints taken for a different license, do I need to have them retaken?**

Effective immediately, if a licensee has already had a criminal background check (CBC) and fingerprints pursuant to MCL 333.16174(3), the licensee does not need to obtain another CBC and fingerprints again for licensure of a different health profession that is regulated at the Bureau of Professional Licensing. For example, if a pharmacy technician had a CBC completed for a temporary license, he or she would not need to be fingerprinted again to apply for a full license. Of course, all applicants are still required to mark the box on the application and renewal form if they have a felony.

**22. How do I send LARA my PTCB certification number?**

If you have received your PTCB certification number, you are required to list your PTCB certification number on the Pharmacy Technician License Application. No further action is needed.

**23. How do I send LARA my PTCB certification number if I did not pass the examination until after I submitted my Pharmacy Technician License application?**

If you do not provide a certificate number on the Pharmacy Technician License Application, you will receive notice from the Department that your application is deficient. Once you pass the examination, PTCB will provide you with a certification number and PTCB will also forward your certification number to LARA. (You may

check the status of your Pharmacy Technician License Application on LARA's website at [www.michigan.gov/appstatus](http://www.michigan.gov/appstatus). You must have your LARA Customer ID number to obtain details. Your LARA Customer ID number is mailed to you approximately two weeks after LARA receives your application.)

**24 May a student enrolled in an employer-based pharmacy technician program work for the employer while enrolled in the program? If so, what duties can they perform?**

Pursuant to [MCL 333.16171](#)(a), a student in a health training program approved by the Board of Pharmacy is not required to have a license in order to perform duties assigned in the course of training, including on-the-job training. Such duties must be delegated and supervised by a licensed pharmacist or pharmacy technician, pursuant to subsection (1) of [MCL 333.16215](#), and are only limited by the "education, training, or experience" of the student. The delegating licensee must consider the skill level of the student when delegating duties. Newly enrolled students will be less likely to have the experience necessary to perform complex duties, while students nearing the completion of a training program will be more likely to perform complex duties.

**25 Who can I contact for more information?**

For questions regarding licensure requirements and the filing of your application, please contact our Customer Service Center at **(517) 373-8068** or visit our website at: <http://michigan.gov/lara/0,4601,7-154-72600---,00.html>