



CREDENTIAL CLASS TYPE: IN-STATE PHARMACY (PMY) & PHARMACY SERVICING CONTINGENCY STOCK (PSCS)

Your terminal distributor of dangerous drugs (TDDD) license will expire on March 31, 2017. There have been several recent changes to the licensing process the State of Ohio Board of Pharmacy (Board) is bringing to your attention to ensure that your renewal process goes smoothly and to assist you in receiving your renewal in a timely manner.

Failure to renew by the **March 31, 2017** deadline will cause your license to default to a "Failure to Renew" status and you will incur late fees. Please be aware that once a license is placed in "Failure to Renew" status, it is illegal to purchase, possess, store, or dispense dangerous drugs in Ohio.

To initiate the renewal process, the Board will send an e-mail to the contact person on the license that will be needed to renew on the Board's website at www.pharmacy.ohio.gov. The email will contain a User ID and password, and a link to the Board's website labeled "2017-2018 Renewal for Terminal Distributors." The link will be available beginning January 13, 2017.

PAYMENT

A CREDIT CARD, PRE-PAID VISA/MASTERCARD, OR AN ELECTRONIC CHECK WILL BE REQUIRED TO PAY THE MANDATORY FEE(S). CHECKS AND MONEY ORDERS WILL NOT BE ACCEPTED.

PRIOR TO RENEWAL, PLEASE DO THE FOLLOWING:

- Make sure the Board has the current **COMPANY** email address on file for your facility's license. To review your contact information and/or to make changes:
 1. Go to our website: www.pharmacy.ohio.gov/updateemailaddress.aspx
 2. Enter the User Name and Password
 3. Review/change email address as needed
- Any changes in ownership, business or trade name, and/or license category will not be able to renew online and will require a new paper application accompanied by the required fee, which must be submitted via postal mail within 30 days of the change. Applications can be found on our website at <http://pharmacy.ohio.gov/Licensing/TDDD.aspx> under "Applications". Complete the application and mail it with the required fee to the State of Ohio Board of Pharmacy.
- If there has been a change in Responsible Person and the Board has not yet been notified of this change, fill out the "Change of Responsible Person" Form, and email it to new.license@pharmacy.ohio.gov. **Wait 7 business days** for the change to occur and then proceed with the ONLINE RENEWAL PROCESS once the renewal cycle is open.



- If there is a change in ADDRESS or BUSINESS TYPE, this information should be changed on renewal application so long as the event occurred within the last 30 days or will occur during the renewal cycle. If the address or business type change is occurring 30 days prior to renewal, please fill out "Change of Address/Business Type" application. Applications can be found on our website at <http://pharmacy.ohio.gov/Licensing/TDDD.aspx> under "Applications". Complete the application and mail it with the required fee to the State of Ohio Board of Pharmacy.
- If "yes" is answered to any of the legal/disciplinary questions, you are required to submit by mail related legal/disciplinary documents to the Board within 7 business days to:

STATE OF OHIO BOARD OF PHARMACY
 ATTN: LICENSING DEPARTMENT TERMINAL DISTRIBUTOR RENEWAL
 LICENSE #: _____
 77 S. HIGH ST., 17TH FLOOR
 COLUMBUS, OHIO 43215

Note: If a company has the same legal issues for multiple locations, i.e. legal/disciplinary history on owners, you may provide the related legal/disciplinary document(s) under **ONE** TDDD number and provide a list of all facilities and their TDDD license numbers to which the legal/disciplinary matter(s) apply.

Please review the new credential class and business types below. The business types that are **bolded & asterisk (*)** will require additional documentation uploaded prior to renewing online.

Credential Code	Business Type	Business Type Code	Business Type Definition	Renewal Fee	Responsible Person
PMY	Central Fill	CF	A Pharmacy or central filling operation acting as an agent or under contract with an originating pharmacy to fill or refill a prescription. A central fill may also be the originating pharmacy. OAC 4729-5-28 Note: If performing Sterile or Non-sterile compounding include this in your narrative Refer to: OAC 4729-16-08	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Charitable Pharmacy	CH	A pharmacy that is exempt from federal taxation pursuant to 26 U.S. C. 501(a) and (c)(3). The pharmacy services patients that are economically disadvantaged, who are predominantly uninsured or underinsured, experience financial, geographic, linguistic, or cultural barriers accessing medical services. OAC 4729-36	Category II- \$112.50 Category III- \$150.00	RPH

PMY	Correctional Institution	CI	<p>A pharmacy that services county, state, and federal jails, prisons, and detention centers.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Clinic Pharmacy	CP	<p>Clinical pharmacy is the branch of pharmacy in which pharmacists provide patient care that optimizes the use of medication and promotes health, wellness, and disease prevention. Clinical pharmacists care for patients in all health care settings but the clinical pharmacy movement initially began inside hospitals and clinics. Clinical pharmacists often work in collaboration with physicians, nurse practitioners, and other healthcare professionals.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Consulting Pharmacy Only	CR	<p>A practice of pharmacy where the pharmacist is a provider of pharmacy systems, an educator, a drug information resource, a clinical practitioner, a patient care advocate. The pharmacist may work independently under their scope of practice or under a collaborative agreement with a prescriber.</p>	<p>Limited Category II- \$112.50</p>	RPH
PMY	Contract Remote Pharmacy	CRP	<p>Medication order processing that does not include the dispensing of a prescription drug but includes: receiving, interpreting, or clarifying medication orders, data entry & transferring of medication order information, performing drug regimen review, interpreting clinical data, performing therapeutic interventions, and providing drug information concerning medication orders or drugs.</p>	<p>Limited Category II- \$112.50</p>	RPH

PMY	Durable Medical Equipment	DM	Any equipment that provides therapeutic benefits to a patient in need because of a certain medical condition and/or illnesses pursuant to a patient-specific order be a prescriber	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Drug Repository Only Pharmacy	DR	A Pharmacy, hospital and/or nonprofit clinics that receive and dispense drugs donated or given under the program pursuant to ORC 3715.873	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Fluid Therapy Pharmacy	FL	A pharmacy that the primary purpose is to compound and dispense parenteral compounded sterile product prescriptions pursuant to an original patient-specific order issued by a prescriber. OAC 4729-16-01 & 4729-16-05 Note: If performing Sterile or non-sterile compounding include this in your narrative	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Hospital	HS	A pharmacy located within any hospital that is an institution that provides diagnostic, medical, surgical, obstetrical, psychiatric, or rehabilitation care to inpatients for a continuous period longer than 24 hours or a hospital operated by a health maintenance organization. OAC 4729-17-01 ORC 3727.01	Category II- \$112.50 Category III- \$150.00	RPH

PMY	Independent Community pharmacy (1 outlet)	II	<p>Retail pharmacy dispenses medication to the general public at retail prices.</p> <p>Retail community pharmacy does not include a pharmacy that dispenses primarily through mail, nursing homes pharmacies, long-term care facility pharmacies, hospital pharmacy, clinics, charitable or not-for profit pharmacies, government pharmacies or pharmacy benefit managers.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Large Chain- Retail Pharmacy (12 or more)	II	<p>Retail pharmacy dispenses medication to the general public at retail prices.</p> <p>Retail community pharmacy does not include a pharmacy that dispenses primarily through mail, nursing homes pharmacies, long-term care facility pharmacies, hospital pharmacy, clinics, charitable or not-for profit pharmacies, government pharmacies or pharmacy benefit managers.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Pharmacy Servicing Other Institutions	IP (institutional Pharmacy)	<p>A pharmacy located within an institution or a pharmacy that primarily serves patients in an institutional setting.</p> <p>This may include: Convalescent homes, Developmental facilitates, Long term care facilities, nursing homes, psychiatric facilities, rehabilitation facilities, and developmental disability facilities.</p> <p>OAC 4729-17-01</p> <p>Note: If performing Sterile or Non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH

PMY	Small Chain- Retail Pharmacy (2-11 outlets)	IS	<p>Retail pharmacy dispenses medication to the general public at retail prices.</p> <p>Retail community pharmacy does not include a pharmacy that dispenses primarily through mail, nursing homes pharmacies, long-term care facility pharmacies, hospital pharmacy, clinics, charitable or not-for profit pharmacies, government pharmacies or pharmacy benefit managers.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	KIOSK	KI	Employee only medication dispensing unit	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Multi-Disciplinary Pharmacy	MD	<p>Majority of the business is Specialty Compounding, MTM, Central Fill, Repackaging. May provide retail pharmacy services</p> <p>Note: If performing Sterile or Non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Mail Order	MO	<p>A pharmacy that fills prescriptions from a provided and sends the drug products to a distant client in a matter of days.</p> <p>Note: If performing Sterile or non-sterile compounding include this in your narrative</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	RPH
PMY	Medication Therapy Management	MTM	A pharmacist or Pharmacy that works directly with a patient to ensure optimum therapeutic outcomes through improved medication use.	Limited Category II- \$112.50	RPH

PMY	Nuclear Pharmacy	NU	A pharmacy that is dedicated to the compounding and dispensing of radioactive materials for use in nuclear medicine procedures. Note: If performing Sterile or Non-sterile compounding include this in your narrative	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Oncology Pharmacy	ONC	A pharmacy that specializes in dispensing, monitoring, adjusting, and preparing of chemotherapy medications to cancer patients. Note: If performing Sterile or non-sterile compounding include this in your narrative	Category II- \$112.50 Category III- \$150.00	RPH
PMY	Specialty Pharmacy	SP	A pharmacy that specializes in high-cost, high complexity prescription drugs. These drugs may include biologics, injectable, infused, and/or oral medications, that are used to treat complex or rare chronic conditions.	Category II- \$112.50 Category III- \$150.00	RPH

New Credential Code	Business Type & Requirements	Business Type Code	Business Type Definitions	Renewal Fee	Responsible Person
PSCS	Pharmacy Supplied Contingency Stock	NH- Contingency Stock w/in a Nursing Home CO- Contingency Stock offsite w/in own system CS- Contingency Stock w/in Community Pharmacy HC- Contingency Stock w/in a Hospice facility CI- Contingency Stock w/in a Correctional Facility	Contingency drugs are those drugs which may be required to meet the therapeutic needs of inpatients when a licensed pharmacist is not available and personally in full and actual charge of the institutional pharmacy. OAC 4729-17-01(E)	Category II- \$112.50 Category III- \$150.00	RPH