



## CREDENTIAL CLASS TYPE: SPECIALTY TREATMENT CENTERS (STP)

**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](http://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](http://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](mailto: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., 17<sup>TH</sup> 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.

New Credential Code	Business Type	Business Type Code	Business Type Definition	Renewal Fee	Responsible Person
STP	Grandfathered Pain Management Clinic	<p><b>*GPMC- Approved by Medical and Pharmacy Board in 2011</b></p> <p><b>**Must provide the pain management addendum located under forms on our website at:</b></p> <p><a href="http://www.pharmacy.ohio.gov/Licensing/TDDD.aspx">www.pharmacy.ohio.gov/Licensing/TDDD.aspx</a></p>	<p>A facility where majority of the patients of the prescriber are provided treatment for chronic pain using controlled substances, tramadol, or other drugs specified in the Ohio Revised Code. ORC 4731.054</p> <p>**These PMC's were grandfathered in 2011 and had prior approval from the Medical and Pharmacy Board.</p>	Category III- \$150.00	MD, DO

STP	OTP	<p><b>*OTP</b></p> <p><b>** Refer to ORC 4729.291 &amp; 4729.292</b></p> <p><b>The OTP shall have a current, valid certification from the substance abuse and mental health services administration of the United States department of health and human services pursuant to 42 C.F.R. 8.11</b></p>	<p>A facility that assists with alcohol &amp; drug treatment utilizing personally furnished (physician dispensed) Buprenorphine. Maximum 275 patients, this includes inpatient and outpatient treatment.</p>	<p>Category II- \$112.50</p> <p>Category III- \$150.00</p>	MD, DO
STP	Pain Management Clinic	<p><b>*PMC</b></p> <p><b>**Must provide the pain management addendum located under forms on our website at:</b></p> <p><a href="http://www.pharmacy.ohio.gov/Licensing/TDDD.aspx">www.pharmacy.ohio.gov/Licensing/TDDD.aspx</a></p>	<p>A facility where majority of the patients of the prescriber are provided treatment for chronic pain using controlled substances, tramadol, or other drugs specified in the Ohio Revised Code. ORC 4731.054</p>	<p>Category III- \$150.00</p>	MD, DO