



CREDENTIAL CLASS TYPE: MEDICAL GASES (MG)

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.

New Credential Code	Business Types	Business Type Code	Business Type Definition	Renewal Fee	Responsible Person
MG	Retailer Seller or Biller of Medical Gases **Nitrous Oxide refer to OAC 4729-25-01 **Medical Oxygen refer to OAC 4729-22-02	OX -a facility that sells or bills medical gases patient specific	A facility that sells medical oxygen at retail to patients pursuant to an order from a prescriber in the course of their professional practice. OAC 4729-22-02	Limited Category II- \$112.50	MD, DO, RN, APRN, MANAGEMENT, LNHA, RRT, DDS
MG	Medical gas contingency stock	CX - A facility that maintains a contingency stock of medical gases	A facility that maintains ownership of a contingency stock of medical gases and pursuant to a prescription order bills the patient when its used.	Limited Category II- \$112.50	MANAGEMENT, DDS
MG	Manufacturer-Process Use **Food processors refer to OAC 4729-25-02 & OAC 4729-25-01	CM - Compressed Medical Gases GM - Manufacturer-Process use of Medical Gases	Compressed Medical Gases-companies that used compressed medical gases for the use as a medical device or testing of a medical device GM-for use in an industry other than medical devices (food process) OAC 4729-21-02	Limited Category II- \$112.50	MANAGEMENT