



## PATHWAY TO PHARMACIST LICENSURE

***"Armed forces" means the armed forces of the United States, including the army, navy, air force, marine corps, coast guard, or any reserve components of those forces; the national guard of any state; the commissioned corps of the United States public health service; the merchant marine service during wartime; such other service as may be designated by congress; or the Ohio organized militia when engaged in full-time national guard duty for a period of more than thirty days.***

***"Veteran" means any person who has completed service in the armed forces, including the national guard of any state, or a reserve component of the armed forces, who has been discharged under honorable conditions from the armed forces or who has been transferred to the reserve with evidence of satisfactory service.***

### **Required Documentation for Veterans and Spouses for Fee Waivers**

**For an Active Duty Veteran:** Applicant must submit one of the following:

1. A letter from the individual's commanding officer (on letterhead) certifying that the applicant is on active duty status; or
2. A copy of the applicant's Armed Forces identification card that shows active duty status (cards issued after April 1, 2005, will not indicate status so these applicants will have to provide an alternate form of documentation); or
3. A copy of the most recent permanent change of station orders or active duty orders.

**For a Spouse of an Active Duty Veteran:**

1. A copy of your spouse's most recent Permanent change of station orders; or
2. A copy of your spouse's most recent active duty orders; or
3. A letter from your spouse's commanding officer (on letterhead) certifying the length of time of active duty;
4. AND A copy of your spousal military license, marriage license or other documentation if not available.

**For Veterans Honorably Discharged from Service:**

Applicant must submit an unedited ("long") copy of a DD-214 form.

*If you are unable to produce the required documentation, the Board may accept other forms of documentation at the discretion of the Licensing Administrator. Please contact the Board for more information.*

### **Expedited Processing**

The State of Ohio Board of Pharmacy adopted a licensing policy to expedite processing for veterans and spouses within 48 hours, when applicable.



## Questions

The State of Ohio Board of Pharmacy is committed to helping veterans and their spouses through the licensing process. If you have any questions or concerns, please do not hesitate to call the Board at 614-466-4143 or email: [licensing@pharmacy.ohio.gov](mailto:licensing@pharmacy.ohio.gov).

### **To Obtain a Pharmacist License in the State of Ohio by Examination:**

The applicant must have graduated from an accredited college of pharmacy with a Doctor of Pharmacy (Pharm.D.) degree and completed 1,500 internship hours.

Once these steps are completed, an applicant may begin the process of applying for their pharmacist license by completing the following steps:

#### Step 1 – Apply for NAPLEX and MPJE

Apply to take the North American Pharmacist License Exam (NAPLEX) and the Multistate Pharmacy Jurisprudence Exam (MPJE) through the National Association of Boards of Pharmacy web site: [www.nabp.net/programs](http://www.nabp.net/programs).

**Please note that the fees associated with each exam are eligible for GI Bill reimbursement. For more information, please visit:**

**[http://www.benefits.va.gov/gibill/licensing\\_certification.asp](http://www.benefits.va.gov/gibill/licensing_certification.asp)**

#### Step 2 - Application

Complete the "Pharmacist Application for Examination" on the State of Ohio Board of Pharmacy web site ([www.pharmacy.ohio.gov/pharmacists/General.aspx](http://www.pharmacy.ohio.gov/pharmacists/General.aspx)) and send it directly to the Board office.

**Please note that the initial licensing fee of \$110.00 is waived for all veterans (active duty & honorably discharged) and the spouses of active duty veterans.**

**The \$97.50 renewal fee is waived for active duty veterans, their spouses and honorably discharged veterans up to five years after discharge date.**

**Be sure to submit the required documentation and complete FORM # 0201-V included in the "Pharmacist Application for Examination" document available on the Pharmacist and Pharmacist Intern pages of the State of Ohio Board of Pharmacy web site. For license renewal, please indicate on the online questionnaire.**

#### Step 3 – Background Checks

Complete Ohio Bureau of Criminal Investigation (BCI) and FBI background checks and fingerprinting completed by a Webcheck provider. Instructions and Webcheck locations are available on the Board's web site ([www.pharmacy.ohio.gov/webcheck](http://www.pharmacy.ohio.gov/webcheck)). The result of the background checks must be sent directly from BCI to the Board office.

#### Step 4 – Certificate of Pharmacy Education

A Certificate of Pharmacy Education must be sent from an accredited pharmacy school directly to the Board office for each candidate.

### Step 5 – Register and Take NAPLEX and MPJE

Once the Board approves the application, it submits approval to the National Association of Boards of Pharmacy (NABP). NABP will then notify the applicant with their Authorization to Test. The student will schedule and take their test.

Once the applicant passes their tests and NABP posts their scores, the Board of Pharmacy will make their license active and email a link to print the applicant's license.

### **To Obtain a Pharmacist License in the State of Ohio by Reciprocity:**

#### Step 1 – NABP License Transfer

The reciprocity process starts by going to the National Association of Boards of Pharmacy (NABP) "License Transfer" web site <http://www.nabp.net/programs/licensure/licensure-transfer>.

Once NABP has completed the processing of the Preliminary Application, NABP will mail an "Official Application for Transfer of Pharmacist Licensure" to the applicant.

#### Step 2- Affidavit and Moral Character Voucher

After completing the "Affidavit" and "Moral Character Voucher" sections on the NABP Official Application, as well as following the recent photograph instructions, the applicant must mail the completed Official Application to the State of Ohio Board of Pharmacy.

**Please note that the reciprocity fee of \$337.50 is waived for active duty veterans, their spouses and honorably discharged veterans up to five years after discharge date. The applicant should submit the FORM #0201-V and the required fee waiver documentation to the Board with their NABP Official Application. FORM #0201-V is included in the "Pharmacist Licensure by Reciprocity" document on the Pharmacist page of the State of Ohio Board of Pharmacy web site:**

**<http://www.pharmacy.ohio.gov/pharmacists/General.aspx>**

#### Step 3 – Background Checks

Complete Ohio Bureau of Criminal Investigation (BCI) and FBI background checks and fingerprinting completed by a Webcheck provider. Instructions and Webcheck locations are available on the Board's web site ([www.pharmacy.ohio.gov/webcheck](http://www.pharmacy.ohio.gov/webcheck)). The result of the background checks must be sent directly from BCI to the Board office.

#### Step 4 – Reciprocity Hearing

If the Board determines that the application is complete and the applicant qualifies for licensure as an Ohio pharmacist by reciprocity, the applicant receives a letter to appear at the next scheduled Reciprocity Hearing. Reciprocity Hearings typically occur once a month in Columbus.

In order to complete licensure by reciprocity, the applicant must personally appear before the State of Ohio Board of Pharmacy at a Reciprocity Hearing within a six-month time limitation. The applicant must confirm their attendance either verbally or in writing with the Board office, no later than two working days prior to the hearing.

For more detail about the Reciprocity Hearing, please visit: <http://pharmacy.ohio.gov/reciprocity>.