Pathway to Pharmacy Technician Registration for Veterans

Updated 9/20/22

This document serves as a guide for veterans seeking to become an Ohio-registered pharmacy technician. This applies to the following technician categories: trainee, registered, and certified.

The Ohio Board of Pharmacy is committed to ensuring that our veterans and their families have every opportunity to join the pharmacy profession. If you have any questions or concerns, please do not hesitate to call the Board at 614-466-4143 or by email: licensing@pharmacy.ohio.gov.

"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.

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Section 1: Fee Waivers

Eligible Fee Waivers for Pharmacy Technicians:

- One-time pharmacy technician trainee application fee of $25.00* for active-duty veterans, the spouses of active-duty veterans, and all honorably discharged veterans.

- Initial registered or certified pharmacy technician application fee of $50.00* for active-duty veterans, the spouses of active-duty veterans, and all honorably discharged veterans.

- Registered or certified pharmacy technician renewal fee of $50.00* for active-duty veterans, the spouses of active-duty veterans as well as all honorable discharged veterans.

**All eLicense system transaction fees are also waived for eligible applicants.*

Required Documentation for Veterans and Spouses for Fee Waivers For an Active Duty Veteran:

For an Honorably Discharged Veteran: Applicant must submit an unedited ("long") copy of a DD-214 form.

For an Active Duty Veteran: Applicant must submit one of the following indicating the dates of active duty service:

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 most recent permanent change of station orders; or
3. 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;

   AND A copy of your spousal military license, marriage license or other documentation if not available.

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

Expedited Processing

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

Section 2: Obtaining a Pharmacy Technician Registration via Application

Step 1 – Technician Application

Submit an application to the Board via Ohio's eLicense system (https://elicense.ohio.gov/oh_homepage). For more information on registering for an eLicense account **click here**.

Ohio offers several technician registrations (certified, registered, trainee). For more information on each type, visit: www.pharmacy.ohio.gov/TechFAQ.

Please note that the initial application fee is waived for all veterans (active duty & honorably discharged) and the spouses of active-duty veterans. The renewal fee is also waived for all veterans (active duty & honorably discharged) and the spouses of activeduty veterans.

REMINDER: Make sure to complete and attach the required documentation and complete the Veteran Workforce Verification Form.

Step 2 – Background Checks

All applicants are required to complete Ohio Bureau of Criminal Investigation (BCI) and FBI background checks and fingerprinting. For more information, visit: https://www.pharmacy.ohio.gov/documents/licensing/ptech/apply/general/criminal%20background%20check%20information.pdf

Section 3: Obtaining a Pharmacy Technician Registration via Reciprocity

Step 1 – Technician Application

Submit an application to the Board via Ohio's eLicense system (https://elicense.ohio.gov/oh_homepage). For more information on registering for an eLicense account **click here**.

For more information on the application process via reciprocity, visit: www.pharmacy.ohio.gov/techrecguide.

Ohio offers several technician registrations (certified, registered, trainee). For more information on each type, visit: www.pharmacy.ohio.gov/TechFAQ.

Please note that the initial application fee is waived for all veterans (active duty & honorably discharged) and the spouses of active-duty veterans. The renewal fee is also waived for all veterans (active duty & honorably discharged) and the spouses of activeduty veterans.

REMINDER: Make sure to submit the required documentation and complete the Veteran Workforce Verification Form.

Step 2 – Background Checks

All applicants are required to complete Ohio Bureau of Criminal Investigation (BCI) and FBI background checks and fingerprinting. For more information, visit: https://www.pharmacy.ohio.gov/documents/licensing/ptech/apply/general/criminal%20background%20check%20information.pdf

Section 4: Continuing Education and License Renewal Policies for Veterans and Spouses of Active-Duty Veterans

Continuing Education Requirements for Ohio Registered Technicians

Ohio registered pharmacy technicians are required to complete ten contact hours of approved continuing education during the two-year registration period. For more information on continuing education requirements, please visit: www.pharmacy.ohio.gov/techCE.

Fulfilling Continuing Education Requirements for Registered Technicians

The Ohio Board of Pharmacy adopted a rule that states if a registered technician is a member of the armed forces, reserves, the Ohio National Guard, the Ohio military reserve, or the Ohio naval militia, then the Board is required to consider relevant military education, training or service that has been completed by the license holder when determining the fulfillment of any continuing education requirements. To ask for consideration of relevant military education, training, or service towards your continuing education requirements, please submit a letter of explanation or email to the Board (Attention: Licensing Administrator) and include any official documentation.

License Renewals and Continuing Education for Active-Duty Veterans and Their Spouses

The Ohio Board of Pharmacy will grant extension periods and waivers for the completion of registration renewal and continuing education requirements for active-duty veterans and their spouses. If a current technician or their spouse is called to active duty for military service, the time period allowed for completion of any continuing education requirements or registration renewal will be extended by the amount of time that the technician or the technician's spouse was on active duty. A technician seeking an extension period or waiver must provide documentation to the Board (Attention: Licensing Administrator) demonstrating the length of time of active-duty service.

Required Documentation for License Renewal and Continuing Education Extensions for Active Duty Veterans and Their Spouses

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 most recent permanent change of station orders; or
3. 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;

AND A copy of your spousal military license, marriage license or other documentation if not available.

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.

Section 5: Additional Reports and Resources

- Ohio Board of Pharmacy Report to the Ohio Department of Veterans Services
- Ohio Department of Veterans Services
- Ohio Office of Workforce Transformation
- O*NET Online - Military Crosswalk Search
- GI Bill - Veterans Benefits Administration - United States Department of Veterans Affairs
- American Association of Colleges of Pharmacy
- U.S. Bureau of Labor Statistics – Pharmacists
- U.S. Bureau of Labor Statistics – Pharmacy Technicians