



Board of Pharmacy

Certified Technician Renewal Notice – Restricted Status

As a Certified Pharmacy Technician registered in the state of Ohio, you are required to maintain an active national pharmacy technician certification through either PTCB or NHA at all times (see [OAC 4729:3-4-02\(F\)\(5\)](#)). The Ohio Board of Pharmacy has identified that **your national pharmacy technician certification has expired**.

IMPORTANT – Your national technician certification is separate from your registration with the Ohio Board of Pharmacy that permits you to work at an Ohio pharmacy. Both your certification and your registration must be maintained and in Active/Valid status.

A sub-status of **Restricted** has been placed on your registration. The sub-status is visible to current and future employers who verify your registration status in [eLicense Ohio](#). Failure to comply with the instructions in this notice will prevent you from renewing your registration when the renewal period begins on August 1st.

Before the renewal period ends on September 30th, please complete **one** of the following options:

- **Renew/Reinstate** your certification with PTCB or NHA. Once renewal or reinstatement is complete, you shall upload a copy of the certificate to your [eLicense Ohio](#) Dashboard as a **Submit Additional Documentation** request. Once the Board receives your updated certificate, the Restricted sub-status will be removed, allowing you to renew your registration with the Board.

More information on the specific renewal or reinstatement requirements can be found on the certification bodies' websites here:

Pharmacy Technician Certification Board (PTCB) -
<https://www.ptcb.org/renew-credentials/how-to-renew>

National Healthcareer Association (NHA) for ExCPT -
[https://www.nhanow.com/pharmacy-technician-\(cpht\)-renewal](https://www.nhanow.com/pharmacy-technician-(cpht)-renewal)

- **Re-apply** as a Registered Pharmacy Technician by submitting a new application and fee via [eLicense Ohio](#). Criminal records check results for BCI and FBI must be dated within 2 years and on file with the Board. More information about registration as a Registered Pharmacy Technician can be reviewed [here](#).
- **Inactivate** your registration if you are not currently working in a pharmacy and do not need or plan to keep your registration in Ohio. Inactivating a registration will immediately prohibit an individual from working in a pharmacy as a technician and they will be required to submit additional application requirements and fees to reinstate the registration. The Request to Inactivate Pharmacy Technician Registration request form is available [here](#).

An active Certified Pharmacy Technician with a Restricted sub-status is eligible to continue working as a technician, but employers must ensure the technician does not perform any job

duties which are only permitted for Certified Pharmacy Technicians. Please refer to the [Pharmacy Technician Responsibilities](#) guide for more information.

For questions on specific technician registration information, email technician@pharmacy.ohio.gov and include the technician's name and Board registration number (begins with 093).



People call, text, and chat the 988 Lifeline to talk about a lot of emotional needs—not just thoughts of suicide. Whatever your reason, the #988Lifeline is there to help. There is hope.

Ohio Board of Pharmacy
Mike DeWine, Governor | Steven W. Schierholt, Executive Director

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