



NEWSLETTER

Compliance | Licensing & Registration | K-TRACS

Vol. 42 | Issue 1 | January 2023

What's Inside:

PIC Quarterly Checks	2	Correcting K-TRACS Errors	3
Medicaid DUR Committee Applicants Needed	3	Revoked Licenses & Registrations	5

KBOP Memo on Pharmacy Emergencies, Shortages & Pandemic Response

The Board's COVID-19 memo has been updated to reflect current guidance from the Board regarding pharmacy emergencies, drug shortages and continued pandemic response. As new emergency response guidance is needed, the memo will be updated. Highlights of the current memo include guidance for the amoxicillin shortage, remote work allowances and immunization guidance. [Check the KBOP website for updates](#) and to read the latest memo.

2023 Retail Dealer Renewals

Kansas Board of Pharmacy retail dealer permits expire **February 28, 2023**. Permits may be renewed either online or by mail from mid-January through February 28, 2023. For renewal instructions, visit www.pharmacy.ks.gov.

Use our secure online payment portal to renew each permit. If you do not have a username and password or have forgotten, under Existing Licensee Registration, click "Sign-Up" and create a username and password. Large corporate entities can batch-renew all relevant permits at the same time. Log in to the account, and select "Renew License," where you can complete your renewal, pay the renewal fee by credit/debit card or electronic check, and **immediately print the 2023 permit(s)**.

Automated Drug Delivery Renewals

Automated Drug Delivery System registration(s) will expire on **February 28, 2023**. Renewal applications will be emailed to the facility/PIC.

Facilities that have timely submitted a completed renewal application are authorized to continue operating the ADDS. Updated registration certificates will be emailed when the renewal is approved.

COMPLIANCE CORNER

PIC Quarterly Checks

One responsibility of the pharmacist in charge of a health department, not-for-profit family planning clinic, federally qualified health center, indigent clinic, or mental health center is to perform and maintain documentation of at least quarterly checks of drug records, drug storage conditions, and drugs stored in all locations within the facility. This documentation may be kept in hard copy or in an electronic or mechanized record-keeping system and should be readily retrievable, meaning it can be separated out from all other records quickly and easily during an inspection. Ensuring that a registered nurse or licensed physician assistant designated by the PIC to access the pharmacy area knows the location of this documentation is recommended for when the PIC is not present during an inspection.

Clarification for Transferring “On Hold” Prescriptions

Often, Board inspectors will get a question about whether a pharmacist may transfer an unfilled prescription for controlled and/or non-controlled medications.

When it comes to unfilled controlled medications, the DEA does not permit pharmacies to transfer “*on hold*” controlled prescriptions that have been received by facsimile, verbally, or handwritten methods. However, the DEA has issued a statement allowing pharmacies to forward “*on hold*” schedule II-V electronic prescriptions from one pharmacy to another only if it can be accomplished by electronic forwarding of the EPCS prescription.

For non-controlled medications, the Board allows for the transfer of a non-controlled substance prescription that has never been filled and placed “*on hold*.”

You may find the answer you are seeking within the Board’s Frequently Asked Questions. It may be found here: [Frequently Asked Questions \(ks.gov\)](#).

*National
News*

Read the latest news from the National Association of Boards of Pharmacy

>> [Read National News](#)

K-TRACS UPDATE

Correcting K-TRACS Errors

Pharmacies that submit prescription information to K-TRACS are required to correct outstanding errors that occur in the submission of prescriptions as a result of data entry errors and/or software errors. If the errors are not fixed, the prescriptions are absent from the K-TRACS database and create an incomplete patient record.

PICs are notified of outstanding errors by automated email based on the day's file submission status. If your pharmacy or PIC is not currently receiving these notifications, please email pmpadmin@ks.gov to be added to the notification list.

PICs should fix these errors within 7 days of receiving the automated email notification. K-TRACS staff monitors outstanding errors on a regular basis, and non-compliance with error correction could result in disciplinary action.

BOARD ANNOUNCEMENTS

KBOP Seeks Additional Applicants for Medicaid DUR Committee

The Board is seeking additional submissions from Kansas-licensed pharmacists interested in serving on the Kansas Medicaid Drug Utilization Review Board. After review of statutory intent, it was determined that pharmacist applicants must be **actively practicing in retail pharmacy** on a full-time basis in a retail pharmacy setting. Interested applicants should submit a cover letter and curriculum vitae to the Board by February 17, 2023, detailing their practice training and background, as well as their specific experience actively providing retail pharmacy services to Medicaid patients. The Board will review applications at its February 23 meeting and select two or more pharmacists for nomination to the Kansas Department of Health and Environment. From this list of nominees, an individual pharmacist will be appointed to the position. Submissions may be sent to pharmacy@ks.gov.

Board Office Open by Appointment Only

The Kansas Board of Pharmacy office is open to the public by appointment only. Drop-offs can be made at the agency during office hours. The Board asks that consumers, licensees and registrants use email as the primary method of communication with staff. [Contact information can be found on the Board's website](#). Voicemail messages will be retrieved by office staff daily and calls returned within 5 business days.

Open Positions at the Board

The Board is currently hiring for a full-time [senior administrative assistant](#). You can view current open positions with the Board at anytime by visiting the [State of Kansas Job Portal](#) and filtering by agency name.

Board Newsletter Publication Schedule

The Board's newsletter will now be published every other month to deliver more timely information to licensees. The newsletter is delivered by email to all licensee email addresses in odd months, and other individuals may [subscribe to the newsletter](#) by visiting the Board's website. An [archive of newsletters](#) can also be found online for easy reference.

2023 Meeting Schedule

The Kansas Board of Pharmacy has set the following dates for its 2023 meeting schedule. All meetings begin at 8:30am and can be joined virtually via Microsoft Teams. [Visit the Board website](#) for more information.

- February 23
- April 27
- July 27
- September 28
- December 7

The K-TRACS Advisory Committee has set the following dates and times for its 2023 meeting schedule. All meetings can be joined virtually via Microsoft Teams. [Visit the K-TRACS website](#) for more information.

- 11:30am January 13
- 9am March 3
- 11:30am May 5
- 9am July 14
- 11:30am September 15
- 9am November 3
- 11:30am December 15

REVOKED LICENSES & REGISTRATIONS

In an effort to provide greater transparency to pharmacists, the Board will publish a list of revocations against Kansas pharmacists, interns, and technicians in its quarterly Newsletter. The Board encourages the pharmacist-in-charge to verify the registration status of all employed technicians at least twice a year (June and November are recommended). The Board's license verification website is a secure and primary source of credential verification information, as authentic as a direct inquiry to the Board.

Please take notice of the Board's revocation action taken on these licenses, permits, and registrations:

- Evans, Tanisha 24-115763, Case 22-123
- Salvador, Dienera 24-116472, Case 22-263