

## Guidance on Examinations for Expired Pharmacy Technicians

Approved by Kansas State Board of Pharmacy: July 11, 2024

Last Updated: May 22, 2024

- I. Purpose
  - a. The purpose of this guidance document is to provide clarification regarding whether a pharmacy technician may reapply for a pharmacy technician registration if they have already held a registration with the Kansas Board of Pharmacy, and when a pharmacy technician may be eligible for a six-month extension to pass an approved certification examination.
- II. Statutory Authority
  - a. K.S.A. 65-1663(a) and (k)
  - b. K.A.R. 68-5-17
- III. Guidance
  - a. Registration and Expiration Scenarios:
    - i. A pharmacy technician that was originally registered on or after July 1, 2017 and has NOT expired for nonrenewal may request a one-time, six-month extension to pass the PTCB or ExCPT certification examination.
    - ii. A pharmacy technician that was originally registered on or after July 1, 2017 and later expired for nonrenewal may request a one-time, six-month, non-disciplinary consent agreement from the Board for a probationary registration if the applicant has been hired by a pharmacy as a pharmacy technician.
    - iii. A pharmacy technician that was originally registered before July 1, 2017 and expired for nonrenewal may reapply and be granted a new registration without passing the PTCB or ExCPT certification examination.
      1. The registrant must pass the PTCB or ExCPT certification exam before their first renewal.
      2. The pharmacy technician may request a one-time, six-month extension to pass the PTCB or ExCPT certification examination.
      3. If the pharmacy technician subsequently expires for non-renewal, the pharmacy technician may request a one-time, six-month, non-disciplinary consent agreement from the Board for a probationary registration if the applicant:
        - a. Has been hired by a pharmacy as a pharmacy technician; and
        - b. Has not been granted any other previous examination extensions.
  - b. Maximum Allowable Extensions
    - i. A pharmacy technician or applicant may be eligible for either a six-month extension or a six-month non-disciplinary probation, but shall not be eligible for both.

- ii. Once a pharmacy technician has received either a six-month extension or a six-month probation, any failure to provide proof of examination passage to the Board by the deadline will result in expiration of the registration. In that event, the pharmacy technician may only reapply for registration after passing the PTCB or ExCPT certification examination.
- c. Six-month Extension Process
  - i. The pharmacy technician may request a one-time, six-month extension to pass the PTCB or ExCPT certification examination before the expiration date of their registration (October 31) using the LA-75 Form.
  - ii. If the request is approved, the pharmacy technician will have an additional six months to take and pass the certification exam.
  - iii. The pharmacy technician is still required to renew the registration before October 31, and will receive an updated expiration date of April 30.
  - iv. Upon receipt of proof of exam passage, the registration shall be extended to a regular registration.
- d. Non-Disciplinary Consent Agreement. The terms of the non-disciplinary probation shall be as follows:
  - i. Pass the PTCB or ExCPT certification exam and provide proof to the Board before their 6-month probation ends. Upon receipt, the registration shall be extended to a regular registration;
  - ii. Notify the Board of any change in employment within 10 days of the change; and
  - iii. Provide the signature of the registrant's pharmacist-in-charge (PIC) documenting acknowledgement to the Board of the non-disciplinary probationary status of their registration.