



NEWSLETTER

Compliance | Licensing & Registration | K-TRACS

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Scam Alert

The Board has recently received an increasing number of reports of malicious actors calling pharmacists and pharmacy technicians, representing themselves as staff members at the Board or other federal agencies. These actors indicate that there are complaints, investigations, or outstanding disciplinary actions pending against licensees and registrants. Some are asking for information about drug supply chain providers or other logistics. In most cases, malicious actors are able to spoof caller ID or mask email addresses and may even have publicly available licensee names and license numbers. These inquiries are fraudulent!

While the Board does make phone calls and send mail/email correspondence to its licensees and registrants, staff will always allow you to terminate the communication. If you receive a call or email and are unsure of its validity, contact one of the direct email addresses or phone numbers on the Board's website so you can be assured that you are legitimately communicating with a Board staff member. Notification of disciplinary action will always be made by mail or email to your address of record. Board staff members are listed by name, and contact information is updated regularly on the [Board website](#).

Board Welcomes New Staff

The Board welcomes new **Regulations Attorney Bradford!** He currently resides in Topeka, KS, and has lived in Topeka for the last eight years. He graduated from Washburn University in 2017 and Washburn School of Law in 2020. For the past two years, he has practiced in the private sector, and while he deeply enjoyed his work, he looks forward to working with the Board. He enjoys spending time with his family, cooking, and enjoying time with his friends.

The Board welcomes new **Program Specialist Ninette!** She was born and raised in Topeka and currently resides in Mayetta with her husband, David. She has worked as a pharmacy technician in various settings for over 25 years, most recently as the Pharmacy Systems Specialist at a local hospital. She has two grown sons, Jordan and Jason, both of Topeka. She likes to spend her free time with her two grandchildren.

UPCOMING MEETINGS & EVENTS:

Kansas Board of Pharmacy, Dec. 1: [Click here to join the meeting](#)

Employment or Contact Information Update

Every registered pharmacy technician and intern within 30 days of obtaining new employment or ceasing employment shall notify the Board of Pharmacy office by logging into the [eLicense portal](#).

- Create a username and password in the eLicense portal.
- Sign into [eLicense](#).
- Click “Update Account/Employer Information.”
- Click “Add” in the employer section.
- Add the pharmacy information.
- Click “Save.”

Every pharmacist, technician, and intern who changes their residential address, email address or legal name shall, within 30 days thereof, notify the Board of Pharmacy office by logging into the [eLicense portal](#).

- Create a username and password in the eLicense portal.
- Sign into [eLicense](#).
- Click “Update Account/Employer Information.”
- Click “Edit Info” to update your address, email, or phone number.
- Click “Save.”

Licensees who are wanting to update their name must complete the [LA-40 form](#), and the form must be accompanied by a copy of the legal document authorizing or granting the change.

Any licensee that is unable to use the eLicense portal to update the Board with employment or contact information may use the [LA-50](#) or [LA-40](#) forms, respectively.

COMPLIANCE CORNER

Interim Drug Supplies in a Medical Care Facility

When a pharmacist is not on the premises, a designated registered professional nurse or nurses may retrieve an interim supply of prepackaged drugs for supply to an outpatient pursuant to a prescriber’s order (K.A.R. 68-7-11(d)(2)(A)). The facility must limit the quantity of the drug supplied to amount necessary to supply the patient’s needs until a prescription can be filled. If a controlled substance is provided in an amount that is greater than a 48-hour supply, then the transaction must be reported to K-TRACS. The prepackaged interim supply labeling must meet the requirements of K.A.R. 68-7-16 and the accuracy of all prepackaged interim supplies must be verified by the pharmacist before the packages may be released and made available for retrieval by the registered nurse (K.A.R. 68-7-11(h)(2)).

The interim supply must be labeled for the patient in accordance with K.A.R. 68-7-11(d)(2)(A). The patient label must be typed, or machine printed (K.A.R. 68-7-14). Handwriting to add patient name, dosage, administration frequency, Rx identification number, and date supplied is permitted but should be kept to a minimum (Example: Take __ capsule(s) by mouth __ times per day.). The interim supply label shall include at a minimum:

- Name, address, and telephone number of the medical care facility
- Name of the prescriber
- Full name of the patient
- Identification number of the prescription (Rx number)
- Date of supply to the patient
- Adequate directions for use
- Beyond-use date of the drug or device
- Brand name or corresponding generic name of the drug or device
- Name of the manufacturer of the drug or device, or an easily identifiable abbreviation of the manufacturer's name
- Strength of the drug
- Content amount in terms of numerical count, weight, or measure
- Necessary auxiliary labels or storage instructions, if needed

The facility must maintain a record of distribution of all interim supplies (K.A.R. 68-7-11 (d)(2)(B)(i-ii)). The pharmacist-in-charge is responsible for developing written procedures for maintaining records of the prepackaging and distribution of the interim supplies (K.A.R. 68-7-11(h)(1)).

Outpatient interim drug supplies by a medical care facility are not exempt from federal child-resistant closure requirements.

Pharmacy Technicians

Board inspectors have been receiving an increased number of questions regarding pharmacy technicians. The following items represent some of the most recently requested information.

- A technician's **registration application** must be **approved** by the Board **before** the technician begins performing any technician duties.
- There is no minimum age to be a pharmacy technician; however, the technician must either be currently enrolled and in good standing in a high school education program, a graduate of an accredited high school, or have obtained a GED.
- A technician shall **notify** the Board within 30 days of:
 - Beginning or ceasing employment as a pharmacy technician at any location
 - Any change to email or physical mailing address
 - Any arrest, indictment, guilty or no contest plea, diversion agreement or suspended sentence for unprofessional conduct, a violation of the controlled substance act, a felony, or a disciplinary action taken against a technician registration in another state
- A newly registered technician must pass a Board-approved national certification exam (PTCB or ExCPT) before their first renewal. Documentation of completion must be submitted to the Board within 30 days of passing the exam.

- All technicians must complete 20 hours of **continuing education** for every registration cycle (between November 1 and October 31 of the active registration period). The CE must be either ACPE or Board-approved in accordance with K.A.R. 68-5-18(c).
- The Board strongly suggests using the free [NABP CPE Monitor](#) to track CE hours. Technicians using the CPE Monitor that meet the 20-hour CE requirement are automatically marked compliant and not contacted during the Board CE audit.
- Technicians must be **trained** for the functions they will be performing in the pharmacy. Documentation of this training must be available for inspector review.
- **Nametags** are not optional. They must contain at least the technician’s first name and job function. Anyone wearing a nametag identifying them as a pharmacy technician will be counted in the technician ratio regardless of the activities they are performing at that moment.
- The technician’s current **registration** shall be **posted** in the pharmacy. The technician’s mailing address may be redacted on the posted registration. The pharmacy is also required to maintain a current list of pharmacy technicians that can be provided upon request and is readily retrievable during an inspection.
- Technicians are required to manually **sign** and place their registration number on the **incident report form** for any incident where they were part of the prescription process.
- The technician to pharmacist **ratio** shall not exceed 4 to 1. A pharmacist shall not supervise at any given time more than two technicians that have not passed a Board-approved national certification exam.
- The Board recommends you verify the registration status of each pharmacy technician in your pharmacy at least twice a year in November (after the technician registration expiration date) and June (after the CE audit and tech exam waivers). Check using the [eLicense Portal \(elicensoftware.com\)](#).

GUIDANCE DOCUMENTS

Have you reviewed the Board’s current Guidance Documents? They are regularly updated on the Board website at [Reports & Guidance Docs \(ks.gov\)](#).

- [KBOP Statement on Pharmacist Exercise of Professional Judgment](#)
- [Guidance for Pharmacy Mobile Disaster Units](#)
- [Guidance for Intern Immunization](#)
- [Joint Policy Statement on Use of Controlled Substances and for the Treatment of Chronic Pain \(2017\)](#)
- [DEA Exempt Anabolic Steroids 11-5-2020](#)
- [DEA Exempt Prescription Products Feb 2022](#)
- [Guidance for Facility Applications](#)
- [Guidance for Pharmacy Mobile Narcotic Treatment Centers](#)
- [Guidance for K-TRACS Reporting Exemptions](#)
- [Guidance for Standard Probationary Terms](#)

Facility Self-Inspection Forms

Did you ever want to do a compliance self-assessment for your facility? Did you know that the Board has facility self-inspection forms available?

Visit the [Board's facilities page](#) and scroll down to find links to fillable PDF self-inspection forms for the different facility types starting about halfway down the page.

K-TRACS UPDATE

Pharmacy Exemption Requirements Modified

The Kansas Board of Pharmacy adopted a new [guidance document](#) regarding exemptions from K-TRACS reporting requirements. This document mirrors language in draft regulations that are anticipated to be implemented next year.

The guidance document – along with an [updated request form](#) – outlines new conditions a pharmacy may cite in its request for exemption. Statutory exemptions for hospital pharmacies and medical care facilities that are not dispensing to outpatients, registered wholesale distributors, and licensed veterinarians remain in place.

Pharmacies may request exemptions from all reporting requirements or from zero reporting requirements if they meet all conditions of the provisions outlined in the guidance document and on the form.

Additionally, exemptions must be re-certified annually between August 1 and August 31, **beginning in 2023**. Exempt status also must be re-certified when:

- The pharmacist-in-charge changes. Instructions are included on the [BA-50 PIC Change Form](#).
- The pharmacy's permit number and/or DEA number changes. Exemptions are assigned to pharmacy permit numbers and must be updated if the pharmacy has an ownership change or other circumstance leading to a new permit number being issued.
- The pharmacy acquires a DEA registration after initial registration with the state.

Pharmacies do not need to update existing exemptions at this time; however, you may be contacted as K-TRACS staff reviews and verifies existing exemptions.

Tell us about your K-TRACS experience

K-TRACS is seeking pharmacist and technician feedback on many features and functionality of K-TRACS and their usefulness in clinical decision-making. The survey is anticipated to take 5 minutes to complete. Responses will be used to prioritize future projects to enhance K-TRACS.

Please complete by survey by November 21: <https://www.surveymonkey.com/r/T22HPJ2>

*National
News*

Read the latest news from the National Association of Boards of Pharmacy
>> [Read National News](#)

REVOKED LICENSES & REGISTRATIONS

In an effort to provide greater transparency to pharmacists, the Board will publish a list of revocations and suspensions 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:

- De Souza, Gabriel 14-101425, Case 22-204
- Duran, Iris 24-114046, Case 22-207
- Macaulay, Sanya 24-111306, Case 22-205
- Ramirez, Jaydin 24-114093, Case 22-206
- Sanderson, Jennifer 24-116545, Case 22-237

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

- Gahagan, Amanda 1-12809, Case 22-075
- Jancich, Mary 1-10638, Case 22-244
- Mckibbin, Travis 1-12992, Case 22-246
- Wilson, Adam 1-101020, Case 22-182