UMKC School of Pharmacy Student
Intern Pharmacist License and Intern Liability Policy

This policy statement only contains information specific to UMKC School of Pharmacy students and not general Missouri intern license information. The Missouri Intern Pharmacist Guide for Missouri Pharmacy School Students* has detailed information about obtaining and maintaining a Missouri Intern Pharmacist License. Please review this document as you prepare your internship application and as you develop your plan to collect additional hours beyond those provided by the school sponsored professional practice experiences. Please note that students are strongly encouraged to complete and submit the Intern Site and Preceptor Application soon after obtaining their Missouri Pharmacy Intern License.

- **http://pr.mo.gov/pharmacists-intern-pharmacists.asp**
  - **Missouri Intern Pharmacist Guide for Missouri Pharmacy School Students***
  - **Missouri Intern Site and Preceptor Application**
  - **Missouri Preceptor's Affidavit of Internship Hours**
- Students should review the Division 2220 State Board of Pharmacy Licensing Requirements (Chapter 7) at http://www.moga.mo.gov/mostatutes/stathtml/33800000351.html regarding the specific laws surrounding licensure.

Obtaining and Reporting a MISSOURI Intern Pharmacist License

Students enrolled in the Doctor of Pharmacy curriculum at UMKC are required to obtain and maintain a valid Missouri Intern Pharmacist License issued by the Missouri Board of Pharmacy for as long as they are enrolled in the program.

- The application is available at http://pr.mo.gov/pharmacists-forms.asp then click on '*Intern Pharmacist Licensure Application*'
  - P1 students cannot apply for their license before classes start in the fall of their P1 year.
  - Please note that the Board cutoff date to meet the two year renewal changes each fall; therefore, it is recommended that P1 students entering in even years, wait until after September 1st to apply for their initial license to ensure the license is valid through the full renewal period.
  - Letters verifying matriculation and full-time enrollment in the Doctor of Pharmacy program at UMKC will be sent to the Missouri Board of Pharmacy during the **first week of the fall** semester for all P1 students by the Office of Student Affairs in Kansas City. These letters will satisfy the 'Pharmacy College Affidavit' section of the Missouri Intern Pharmacist License application. NOTE – Because the School of Pharmacy will submit enrollment verification letters directly to the MO Board for all P1 students, when completing the Missouri Intern Pharmacist Application, please leave the College Affidavit section blank.
- Once the student receives their Missouri Intern Pharmacist license, a copy must be uploaded into their E-Value account immediately.
  - P1 students must upload their license no later than December 31st of their P1 year.
  - P2-P4 classes must renew by December 31 and upload their license biannually on even years.
  - If you are currently licensed as a technician, you do not have to renew the technician's registration once you obtain a Missouri Intern Pharmacist License.
- Failure to upload the initial license or to upload the renewed license is considered noncompliant with the policy. A student found to be noncompliant will have an enrollment hold placed on their student account and will be removed from any school courses or activities requiring an intern license.
- Applying for a pharmacy internship license requires a social security number (SSN). International students that do not have a SSN at the time of initial application for licensure may still apply, but will not be able to renew their license without a valid SSN. Normally, students have up to 12 months in which to obtain a SSN. Failure to report a SSN to the MO Board of Pharmacy within the first 12 months or before the renewal date will invalidate the intern license.

Obtaining and Reporting Pharmacist Intern Liability Insurance

- All students must also provide proof of professional liability insurance. The documentation must also be uploaded into their E-Value account along with their license. **The insurance is renewed annually and must remain valid through the end of the last APPE (Advanced Pharmacy Practice Experience) rotation.**
- Sources of Pharmacy Student Professional Liability Insurance:
  - **Pharmacists Mutual**
    - http://www.phmic.com/IC/ProfLiab/Pages/PharmLiab.aspx
  - **APhA offers professional liability insurance through HealthCare Services Provider Organization (HPSO)**
    - http://www.hpso.com/professional-liability-insurance/index.jsp

Reporting Changes in Status of Your Internship License

- Reporting a Change in Academic Status by UMKC School of Pharmacy
    - Any student who is dismissed or takes a leave of absence from the UMKC School of Pharmacy must notify the Missouri Board of Pharmacy and their current pharmacy employer of the change in status immediately as they are ineligible to maintain a current Missouri Intern Pharmacist license.
- Reporting Disciplinary Action by a State Board of Pharmacy
    - A student must report any disciplinary action (*restrictions or loss of license*) by any State Board of Pharmacy to the Associate Dean for Student Affairs within 15 days of notification from the Board. Copies of all documents describing the disciplinary actions must be provided to the Associate Dean of Student Affairs by the student along with this notification.
        - Failure to report disciplinary actions as stated above is academic dishonesty and cases are referred to the UMKC School of Pharmacy Honor Council for appropriate action.
        - *Restrictions* placed on any state Intern Pharmacist License by a State Board of Pharmacy are evaluated by the School of Pharmacy Associate Dean for Student Affairs to determine if the student can continue to participate in the curriculum.
        - A student who holds any state Pharmacy Intern License with restrictions is referred to the UMKC School of Pharmacy Honor Council for appropriate action.
    - *Loss* of an Intern Pharmacist License by disciplinary action from a State Board of Pharmacy may render the student ineligible to continue in the Doctor of Pharmacy curriculum. Eligibility to continue in the program will be determined on a case by case basis.

Certifying Degree Completion for Pharmacist Licensure Applications

The Missouri Board of Pharmacy, as well as many other state boards of pharmacy, require that applicants wait until after the University conferral date before the School of Pharmacy can sign and certify degree completion as part of the pharmacy college affidavit section of any pharmacist license by exam application. In addition to the conferral date, UMKC Pharm.D. Students must complete a checklist of items to include completion of all APPE required coursework and documentation as well as completion of exit surveys. Therefore, although students may finish their last APPE at the end of April, their degree will not be conferred until mid-May after the UMKC Pharmacy commencement ceremony has taken place. Students with a May rotation must complete their final APPE requirements through the end of May before their degree will be approved for awarding. The conferral date for students completing requirements during the summer is August 1.

Obtaining Intern Hours for Licensure Outside of Missouri

Currently, in order to apply for pharmacist licensure in Missouri, an applicant must have completed 1,500 hours of internship. The School will document and submit appropriate IPPE (Introductory Pharmacy Practice Experience) and APPE hours for UMKC students at the completion of the final experiential rotation. These hours will count towards the 1,500 hours to complete the requirement.

Because each state's requirements for applying for professional licensure vary, students intending to apply for pharmacist licensure **in a state other than Missouri** must contact the Board of Pharmacy in that state(s) for information regarding requirements. A listing of state boards of pharmacy, with contact information, can be found at http://www.nabp.net.

- UMKC pharmacy students wishing to collect pharmacy intern hours outside of the school sponsored IPPE and APPE required courses must complete and turn in the *'Intern Site and Preceptor Application (New or Changed)'* and the *'Preceptor's Affidavit of Internship Hours'* (http://pr.mo.gov/pharmacists-intern-pharmacists.asp).

Questions

For information or clarification regarding UMKC School of Pharmacy Intern and Liability Policy, contact:
E-Mail: pharmacy@umkc.edu
Phone: 816-235-1613
Fax: 816-235-5562

For questions related to specific Missouri Board rules and applications, contact:
E-Mail: intern@pr.mo.gov
Phone: 573-751-0092
Fax: 573-526-3464