

# Intern Pharmacist License and Intern Liability Policy

## *UMKC School of Pharmacy*

2019-2020

This policy contains information specific to UMKC Doctor of Pharmacy students. The Missouri Intern Pharmacist Guide for Missouri Pharmacy School Students has additional information about obtaining and maintaining a Missouri Intern Pharmacist License

- MO Board of Pharmacy Website : <https://pr.mo.gov/pharmacists.asp>
- MO Board of Pharmacy Forms and Guides: <https://pr.mo.gov/pharmacists-intern-pharmacists.asp>
- Students should review Chapter 338.035 of Pharmacists and Pharmacies Statutes regarding the specific laws surrounding pharmacy interns.
  - <https://pr.mo.gov/pharmacists-rules-statutes.asp>

### **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 <https://pr.mo.gov/pharmacists-forms.asp#Intern> then click on 'Intern Pharmacist Licensure Application'
  - P1 students cannot apply for their pharmacy intern license before classes start in the fall of their P1 year.
    - The Board has a cutoff date to meet the two year renewal changes each fall; therefore, **it is recommended that P1 students entering in even years, wait until October 15<sup>th</sup> or after to apply for their initial license to ensure the license is valid through the full renewal period.** P1 students that apply before October 15<sup>th</sup> in even entry years will only have their license for a short time (i.e., approximately 3 months) before they will have to renew and submit a new application and fee.
  - 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 Pharmacy Office of Student Affairs. 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.
  - If you are currently registered as a technician, you do not have to renew the technician's registration once you obtain a Missouri Intern Pharmacist License.
- **Once the student receives their Missouri Intern Pharmacist license, a copy must be uploaded into their CORE account.**
  - P1 students must upload their license no later than December 31<sup>st</sup> of their P1 year.
  - P2-P4 classes must renew by December 31 and upload their license biannually on even years.
- 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**
    - <https://www.phmic.com/pharmacy-student/>
  - **APhA offers professional liability insurance through HealthCare Services Provider Organization (HPSO)**

<http://www.hpso.com/individuals/professional-liability/student-malpractice-insurance-coverage-description>

### **Reporting Changes in Status of Your Internship License**

- Reporting a Change in Academic Status at the 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 unless they

receive approval to re-enter the program within a brief timeframe (re-entry contract will outline). Students ineligible to return within a short timeframe as are ineligible to maintain a current Missouri Intern Pharmacist license and the intern license is discontinued. Students readmitted to the Pharm.D. program after a leave and/or dismissal, must reapply for a Missouri Pharmacy Intern License.

- Students working in a pharmacy who are not enrolled in the Pharm.D. program must apply for a technician registration, since they cannot be considered a pharmacy intern.
- Reporting Disciplinary Action by a State Board of Pharmacy to the UMKC School 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.

### **Obtaining Intern Hours to Obtain Licensure WITHIN Missouri**

In order to apply for a Missouri pharmacist license, the applicant must complete 1,500 internship hours. The School documents and submits Pharmacy Practice experiential hours through completion of IPPE (Introductory) and APPE (Advanced) school sponsored experiential rotations. These hours count towards the 1,500 hours and complete the requirement.

### **Obtaining Additional Intern Hours to Obtain Licensure OUTSIDE Missouri**

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 for that state(s), early in their Pharm.D. program, for information regarding requirements in order to be informed if they need to earn additional internship hours outside of school sponsored IPPE/APPE earned hours. Please see <http://www.nabp.net> for a listing of Boards of Pharmacy.

- **UMKC students are STRONGLY ENCOURAGED to collect and record intern hours in addition to their UMKC experiential hours earned through completion of APPE/IPPE in case extra hours are needed to obtain a pharmacist license in another state after graduation.**
  - You must complete and turn in the '*Intern Site and Preceptor Application (New or Changed)*' and the '*Preceptor's Affidavit of Internship Hours*' (<https://pr.mo.gov/pharmacists-forms.asp#Intern>) to collect these hours.

### **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 or before the end of April, their degree will not be conferred until mid-May after the UMKC Pharmacy commencement ceremony takes place. Students with a May rotation must complete their final APPE requirements through the end of May before their degree will be awarded.
  - The conferral date for students completing requirements during June and July is August.
  - The conferral date for students completing requirements during August through December is December.

UMKC School of Pharmacy Intern and Liability Policy questions: E-Mail: <a href="mailto:pharmacy@umkc.edu">pharmacy@umkc.edu</a> Phone: 816-235-1613 Fax: 816-235-5562	Missouri BOP rules and application questions: E-Mail: <a href="mailto:intern@pr.mo.gov">intern@pr.mo.gov</a> Phone: 573-751-0092 Fax: 573-526-3464
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