



## Ohio Administrative Code

### Rule 4729:3-3-02 Approved pharmacy technician training programs.

Effective: April 1, 2022

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The purpose of this rule is to set standards for pharmacy technician training programs to ensure that graduates of the programs have the basic knowledge and experience in general pharmacy to practice in most pharmacy settings.

(A) The state board of pharmacy hereby approves the following pharmacy technician training programs:

(1) A pharmacy technician training program that holds a current accreditation from the American society of health-system pharmacists/accreditation council for pharmacy education.

(2) A program of training for pharmaceutical technicians conducted by a branch of the Armed Forces of the United States, the Indian health service of the United States department of health and human services or the United States department of veterans affairs.

(3) An employer-based training program that meets the requirements in paragraph (B) of this rule.

(4) A pharmacy technician training program offered by an Ohio public high school as part of a career-technical education program approved by the Ohio department of education pursuant to section 3317.161 of the Revised Code. Each career-technical education program shall require approval by the state board of pharmacy in accordance with standards adopted by the board.

Instructions for obtaining board approval will be made available on the board's website:  
[www.pharmacy.ohio.gov](http://www.pharmacy.ohio.gov).

(5) Successful completion of a doctor of pharmacy (PharmD) program from an approved school of pharmacy in accordance with rule 4729-5-01 of the Administrative Code if the applicant's graduation date is within five years of an application for registration.

(6) Held an active pharmacist or pharmacy intern license or registration in good standing from a



licensing agency of any state or jurisdiction for at least one year within five years of an application for registration.

(B) An employer-based training program shall comply with all the following:

(1) The program shall have a program director. The program director and the employer licensed as a terminal distributor of dangerous drugs shall be accountable for the overall quality of the employer-based training program.

The program director shall be a licensed pharmacist in this or any other state that is in good standing.

(2) The program shall consist of didactic and practical experience training, as follows:

(a) A didactic training component that includes, at a minimum, instruction in all of the following:

(i) Mathematical calculations essential to the duties of a pharmacy technician;

(ii) Federal and state laws, rules and regulations that affect pharmacy practice, including specific laws, rules and regulations which address the use of technicians;

(iii) Medical and pharmaceutical terminology, symbols and abbreviations used in the practice of pharmacy and components of a prescription;

(iv) Preparation, packaging, labeling and proper storage of dangerous drugs;

(v) Knowledge and skills in areas of science relevant to the pharmacy technician's role, including pharmacology;

(vi) Medication safety and error prevention;

(vii) Maintaining confidentiality of patient information, including the Patient Rights and Health Insurance Portability and Accountability Act (HIPAA);



(viii) Ethical and professional standards of practice;

(ix) Recordkeeping and inventory control; and

(x) Patient and caregiver communication, including communicating with diverse populations.

(b) Didactic training may include self-directed learning experiences, including but not limited to home study, computer programs, internet or web-based courses, or any other coursework approved by the program director.

(c) The program shall ensure the required didactic training evaluates a participant's knowledge of the topics listed in paragraph (B)(2)(a) of this rule. The evaluation must include an examination consisting of a minimum of ninety questions in accordance with testing guidelines adopted by the board. The employer shall have procedures that ensure the security and integrity of the examination materials, describe the testing format, and define the successful completion of an examination, which must be at least seventy-five per cent. The examination shall consist primarily of multiple choice, essay, or short answer questions. The questions on the examination shall not be given to the examinee prior to taking the examination. The answers to the examination must not be given to the examinee prior to or during the examination. The examinee shall agree in writing not to share the questions or answers to the examination with any other person.

(d) The didactic training requirements in paragraph (B)(2)(a) of this rule are waived if the trainee has a current pharmacy technician certification from an organization that has been recognized by the board.

(e) Three hundred hours of practical experience in a pharmacy under the direct supervision of a licensed pharmacist that directly relates to the activities permitted in paragraph (B) of rule 4729:3-3-01 of the Administrative Code.

(3) A written or electronic record of training and education shall be maintained as part of the training program that documents the completion of the training requirements, including the number of practical experience hours completed. This documentation must include an attestation by the program director and the terminal distributor's responsible person where the technician is employed



that the technician trainee has successfully completed the training program and certifies the competency of each technician trainee completing the training program pursuant to this rule. A copy of the documentation shall be provided to each participant who successfully completes the program.

(4) The program director must ensure that regular and ongoing assessments of program effectiveness are conducted and use the evaluations for continuous improvement of the program. Measures shall include, but are not limited to, the following:

(a) Program completion; and

(b) Program participant satisfaction.

(5) The program shall maintain the following records for a minimum of three years and shall be furnished to the state board of pharmacy within three business days of receipt of a request from the board:

(a) All technician training records and evaluations;

(b) Program assessments conducted in accordance with this rule.

(6) Employer-based training programs may be subject to audit to ensure compliance with the requirements of this rule.

(a) An employer-based training program subject to audit shall provide all requested documentation demonstrating compliance with this rule within thirty days of a request by the board.

(b) Unless an extension is granted, failure to provide the requested documentation within thirty days of a request by the board may result in the suspension of the approval status of the training program.

(c) After reviewing the training program, the board may return it to the employer for revision. Failure to make the necessary revisions may result in the suspension of the approval status of the training program.



(d) The approval status of a training program may be reinstated only after the employer meets the requirements of this rule and any additional requirements as determined by the board.

(C) In order to perform non-sterile drug compounding, a pharmacy technician trainee shall complete the following training requirements prior to compounding non-sterile preparations:

(1) Training shall comply with the requirements set forth in the United States pharmacopeia chapter <795>.

(2) Non-sterile drug compounding training shall be obtained through completion of a site-specific, structured on-the-job didactic and experiential training program and shall not be transferable to another practice site, except between practice sites under common ownership and control.

(3) When the responsible person or a pharmacist designated by the responsible person is satisfied with the employee's knowledge and proficiency, the responsible person or the responsible person's designee will sign the documentation records to show that the employee was appropriately trained in accordance with this paragraph.

(4) Ensuring pharmacy technician trainees are properly trained shall be the responsibility of the terminal distributor of dangerous drugs and the licensee's responsible person.

(5) All training requirements set forth in this paragraph shall be appropriately documented and made readily retrievable for immediate inspection by an agent of the state board of pharmacy.

Documentation shall be maintained by the terminal distributor of dangerous drugs for a minimum of three years.

(6) The training required pursuant to this paragraph may be used to meet the practical experience hours required in paragraph (B)(2)(e) of this rule.

(D) In order to perform sterile drug compounding, a pharmacy technician trainee shall complete the following training requirements prior to compounding sterile preparations:

(1) Training shall comply with the requirements set forth in the United States pharmacopeia chapter



<797>.

(2) Sterile drug compounding training shall be obtained through completion of a site-specific, structured on-the-job didactic and experiential training program and shall not be transferable to another practice site, except between practice sites under common ownership and control.

(3) When the responsible person or a pharmacist designated by the responsible person is satisfied with the employee's knowledge and proficiency, the responsible person or the responsible person's designee will sign the documentation records to show that the employee was appropriately trained in accordance with this paragraph.

(4) Ensuring pharmacy technician trainees are properly trained shall be the responsibility of the terminal distributor of dangerous drugs and the licensee's responsible person.

(5) All training requirements set forth in this paragraph shall be appropriately documented and made readily retrievable for immediate inspection by an agent of the state board of pharmacy. Documentation shall be maintained by the terminal distributor of dangerous drugs for a minimum of three years.

(6) The training required pursuant to this paragraph may be used to meet the practical experience hours required in paragraph (B)(2)(e) of this rule.

(E) A terminal distributor of dangerous drugs and the licensee's responsible person shall be responsible for the implementation of additional training that is of appropriate breadth and depth to clearly address the competencies for a technician trainee to safely and effectively work in a specific practice setting.

(F) Unless otherwise approved by the board, a board approved training program is only valid for application as a registered pharmacy technician or certified pharmacy technician in accordance with rule 4729:3-2-01 of the Administrative Code if the program was completed within five years of an application for registration.

(G) Paragraph (F) of this rule does not apply in the following circumstances:



- (1) An applicant for registration has been actively practicing as a pharmacy technician in this or another state within one year of application to the board; or
  
- (2) An applicant has maintained a current pharmacy technician certification from an organization that has been recognized by the board.
  
- (H) An individual may sit for an examination to obtain a pharmacy technician certification from an organization that has been recognized by the board at any time.