**California State Board of Pharmacy**
2720 Gateway Oaks Drive, Suite 100
Sacramento, CA 95833
Phone: (916) 518-3100 Fax: (916) 574-8618
www.pharmacy.ca.gov

Business, Consumer Services and Housing Agency
Department of Consumer Affairs
Gavin Newsom, Governor

# APPLICATION FOR CHANGE OF PHARMACIST-IN-CHARGE (PIC)

The owner of a pharmacy and the PIC are required by California law to notify the California State Board of Pharmacy in writing within 30 days after the termination or change of the PIC. Failure to make this notification to the Board may result in a citation and fine or other disciplinary action. The proposed PIC shall be approved by the Board.

**INSTRUCTIONS:** Submit a Change of PIC form and $130 Application Fee (California government owned facilities are fee exempt through 6/30/2021). Please make checks payable to the Board of Pharmacy. A Certification of Personnel form, fingerprint cards, and the $49 fingerprint card processing fee is required by the new PIC ONLY if the pharmacist is not licensed in California. If a PIC is currently associated with an active nonresident pharmacy license and has electronic fingerprints on file with the California State Board of Pharmacy, new fingerprints may not be required.

**1. Licensed Facility Location** - Please Type or Print

Name of Facility _____ Facility License #_____
Address of Facility _____
City _____State _____ Zip Code _____
Facility's Telephone Number _____ Email Address _____
Contact Name:_____ Email Address _____

**2. New Proposed PIC/Interim PIC shall be subject to approval by the Board.** (B&P Code 4113, CCR 1709.1):
   A. Is this an interim PIC Yes _____ No _____ (If yes, Interim PIC changes are fee exempt.)
   B. Is the PIC Employed and an "Employee" of the Pharmacy? Yes____ No____

Name of New PIC _____Pharmacist License Number _____
Residence Address _____
City _____State _____ Zip Code _____ Telephone Number _____

Effective Date of Change (Month/Day/Year) _____Email Address _____

**3. PIC being REPLACED**

Name of Prior PIC _____Pharmacist License Number _____

End Date (Month/Day/Year) _____ Prior PIC's Telephone Number _____

***I certify under penalty of perjury under the laws of the State of California to the truth and accuracy of all statements, answers and representations made in the foregoing. (Please provide original signatures.)***

_____ _____ _____ _____
Signature of Corporate Officer, Partner, Owner or Member | Print Name | Title | Date

_____ _____ _____
Signature of New PIC | Date | Signature of replaced PIC (If available) | Date

17A-14 (10/2020)

Board Use ONLY - Cashier #_____ Date _____ Amount _____

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# CERTIFICATION OF PERSONNEL

This form is completed by each natural person listed on the application/license that has beneficial interest and/or management and control. A California licensed pharmacist only acting as the pharmacist-in-charge/consulting pharmacist does not need to complete this form unless listed as a natural person on the application. Failure to complete the form and provide the required information may result in the application being considered incomplete. Attach additional sheets of paper, if necessary.

**Personal Information** - Please Type or Print

_____ _____ _____
Full Legal Name - Last Name | First Name | Middle Name

_____
Previous Names (AKA, Maiden Name, Alias, etc.)

_____
Residence Address - Street | City | State | Zip Code

_____ _____ _____
Telephone Numbers - Home | Cell | Work

_____ _____ _____
Email Address | **US Social Security Number or ITIN | Date of Birth (Month/Day/Year)

**Applicant Business Information**

_____ _____
Name of Applicant Business | Business Telephone Number

_____
Applicant Business Address - Street | City | State | Zip Code

**Position with the Applicant Business is:** (Check all that apply)

____ Owner ____ Partner ____ Officer ____ Stockholder ____ Member ____ Trustee
____ Government Representative ____ Professional Director ____ Administrator
____ Other, please specify the position _____

**PLEASE ANSWER EACH OF THE FOLLOWING QUESTIONS** (Attach additional sheets of paper if necessary)

**1.** Are you currently licensed as a physician, podiatrist, dentist, optometrist, or veterinarian in any state, territory, foreign country, or other jurisdiction, please provide the following information?
**Yes** ____ **No**____ If Yes, provide the following.

| State | License Type and Number | Active or Inactive | Issued Date | Expiration Date |
|---|---|---|---|---|
| State | License Type and Number | Active or Inactive | Issued Date | Expiration Date |

**2.** Is your spouse, child, parent, or other relative or any person with whom you share a financial interest is licensed in this state or any other state as a physician, podiatrist, dentist, or veterinarian, please list his or her name, relationship to you, the license type and number, and state? (Use additional sheets if necessary.)
**Yes** ____ **No**____ If Yes, provide the following.

| Name | Relationship | License Type and Number | State |
|---|---|---|---|
| Name | Relationship | License Type and Number | State |

**3. Ownership Information**

**A.** Are you currently or have you previously been listed as a corporate officer, partner, owner, manager, member, administrator, or medical director on a license to conduct a pharmacy, wholesaler, third-party logistics provider, or any other entity licensed in any state, territory, foreign country, or other jurisdiction?
**Yes** ____ **No**____ If Yes, attach a statement of explanation including company name, type of license, license number, and identify the state, territory, foreign country, or other jurisdiction where licensed.

**4. Disciplinary History**

The following questions pertain to a license sought or held in any state, territory, foreign country, or other jurisdiction. For any affirmative answer, attach a statement of explanation including type of license, license number, type of action, date of action, and identify the state, territory, foreign country, or other jurisdiction.

**A.** Have you ever had an application for pharmacy technician, intern pharmacist, pharmacist, any type of designated representative, and/or any other professional or vocational license or registration denied?
**Yes** ____ **No**____

**B.** Have you ever had a pharmacy technician, intern pharmacist, pharmacist, any type of designated representative, and/or any other professional or vocational license or registration suspended, revoked, placed on probation, or had other disciplinary action taken against it?
**Yes** ____ **No**____

**C.** Have you ever had a pharmacy, wholesaler, third-party logistics provider, and/or any other entity license denied, suspended, revoked, placed on probation, or had other disciplinary action taken against a license you hold?
**Yes** ____ **No**____

**5. Practice Impairment or Limitation**

The board makes an individualized assessment of the nature, the severity, and the duration of the risks associated with any identified condition to determine whether an unrestricted license should be issued, whether conditions should be imposed, or whether the applicant is not qualified for licensure. If the board is unable to make a determination based on the information provided, the board may require an applicant to be examined by one or more physicians or psychologists, at the board's cost, to obtain an independent evaluation of whether the applicant is able to safely practice despite the mental illness or physical illness affecting competency. A copy of any independent evaluation would be provided to the applicant.

**A.** Have you ever been diagnosed with an emotional, mental, or behavioral disorder that may impair your ability to practice safely?
**Yes** ____ **No**____ If Yes, attach a statement of explanation.

**B.** Have you ever been diagnosed with a physical condition that may impair your ability to practice safely?
**Yes** ____ **No**____ If Yes, attach a statement of explanation.

**C.** Do you have any other condition that may in any way impair or limit your ability to practice safely?
**Yes** ____ **No**____ If Yes, attach a statement of explanation.

**D.** Have you ever participated in, been enrolled in, or required to enter into any drug, alcohol, or substance abuse recovery program or impaired practitioner program?
**Yes** ____ **No**____ If Yes, attach a statement of explanation.

**E.** If you answered "Yes" to questions listed under 5 (A through D) above, have you ever received treatment or participated in any program that improves your ability to practice safely?
**Yes** ____ **No**____ **N/A**____ If Yes, attach a statement of explanation.

**APPLICANT AFFIDAVIT - Please read carefully and sign below.**

**Please provide a written explanation for all affirmative answers. Failure to provide any of the requested information may result in the application being deemed incomplete. Falsification of the information on this application may constitute grounds for denial or revocation of the license.**

If you are a non-pharmacist owner, partner, corporate officer, corporate director or administrator of the business, you should be aware that:

(a) Any non-pharmacist owner who commits any act which would subvert or tends to subvert the efforts of the pharmacist-in-charge to comply with the laws governing the operation of the pharmacy is guilty of a misdemeanor.

(b) You may not order a pharmacist to perform any act that is prohibited by law.
Any violation of the Federal Food, Drug & Cosmetic Act, the Federal Controlled Substance Act or any law or regulation relating to the practice of pharmacy in the State of California is grounds for suspension or revocation of the permit for which you are applying.

(c) Any violation of the Federal Food, Drug & Cosmetic Act, the Federal Controlled Substance Act or any law or regulation relating to the practice of pharmacy in the State of California is grounds for suspension or revocation of the permit for which you are applying
(d) Committing any act prohibited by law or neglecting to perform any duty required by law could result in proceedings against the personal license of a pharmacist or could result in an action against your permit.
(e) You are not permitted to assist in any phase of compounding or dispensing of prescriptions, or to perform any of the duties that are required by law or regulation to be done by a pharmacist.
(f) Only a pharmacist may possess the key to the pharmacy or to the permanent barrier separating the pharmacy.
(g) You may enter the pharmacy for the purpose of performing certain specified duties only when the pharmacist is present; and the pharmacist is responsible for any non-registered person allowed to enter the pharmacy. (This does not apply to hospital pharmacies or limited permits under Business and Professions Code section 4117, or Title 16, California Code of Regulations section 1714).
(h) Dangerous drugs and/or devices as defined in Business and Professions Code sections 4022 and 4023 may only be sold by prescription or to persons who are licensed to handle, sell and possess such drugs.

This information will be used to determine qualifications for licensure under California pharmacy law. The officer responsible for information maintenance is the Executive Officer at the California State Board of Pharmacy. This information may be transferred to another governmental agency, such as a law enforcement agency, if necessary, to perform its duties. Each individual has the right to review the files or records maintained on him/her by the Board of Pharmacy, unless the records are identified as confidential information and exempted by Civil Code section 1798.3.

****Disclosure of your U.S. Social Security number or individual taxpayer identification number (ITIN) is mandatory.** Business and Professions Code section 30, Family Code section 17520, and Public Law 94-455 (42 USC § 405(c)(2)(C)) authorize collection of your Social Security number or individual taxpayer identification number. Your Social Security number or individual taxpayer identification number will be used exclusively for tax enforcement purposes; for purposes of compliance with any judgment or order for child or family support in accordance with section 17520 of the Family Law Code; or for verification of license or examination status by a licensing or examination entity that utilizes a national examination and where licensure is reciprocal with the requesting state. If you fail to disclose your Social Security number or individual taxpayer identification number, your application will not be processed and you may be reported to the Franchise Tax Board, which may assess a $100 penalty against you.

NOTICE: The State Board of Equalization and the Franchise Tax Board may share taxpayer information with the board. You are obligated to pay your state tax obligation. This application may be denied, or your license may be suspended if your state tax obligation is not paid.

***I hereby certify under penalty of perjury under the laws of the State of California to the truth and accuracy of all statements, answers, and representations made in the foregoing certification of personnel, including all supplementary statements; and that I personally completed this personal background affidavit. I understand that my application may be denied, or any license disciplined for fraud or misrepresentation.***

Provide Original Signature.

_____ _____

Signature of Applicant (please sign and date within 60 days of filing the application) Date