

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
CALIFORNIA CORRECTIONAL HEALTH CARE SERVICES
Health Care Department Operations Manual

3.5.3 Pharmacy Licensing Requirements

(a) Policy

Each Correctional Pharmacy shall have a valid, current pharmacy permit issued by the California State Board of Pharmacy (BOP). Pharmacies preparing intravenous admixtures shall have an additional valid Sterile Compounding Permit issued by the BOP.

(b) Procedure

(1) Pharmacy

- (A) The institution's Chief Executive Officer (CEO) shall be designated as the Administrator/Corporate Officer on the pharmacy permit.
 - (B) In addition to the CEO, the institution's Chief Medical Executive (CME) may also be identified as the Medical Director on the permit to facilitate a permit renewal and a change of permit when the CEO position is vacant at the institution.
 - (C) The Pharmacy Services Manager or Pharmacist II shall be designated as the Pharmacist-in-Charge (PIC) on the permit in accordance with California statutory and regulatory requirements.
 - (D) When a vacancy occurs, the PIC is responsible for processing the incoming CEO or CME application to update the license with a new administrator (CEO) or medical director (CME). In the case of a PIC vacancy, the outgoing PIC shall notify the BOP of their departure. The CEO as the hiring authority has 30 days to place an acting PIC on the license. Once a permanent PIC is established, the incoming PIC is responsible for completing an application to replace the temporary PIC pursuant to Business and Professions Code, Chapter 9, Division 2, Article 7, Section 4113, Pharmacist-in-Charge: Notification to Board; Responsibilities.
 - (E) The Regional Health Care Executives shall facilitate the timely notifications and renewals of each pharmacy permit to ensure that vacancies and license expirations do not compromise the validity of a pharmacy permit.
 - (F) The current permit shall be posted in the pharmacy in conspicuous view.
 - (G) The Chief of Pharmacy Services, as the liaison to the BOP and as the deciding authority on behalf of CCHCS, holds the authority to decide and to take any action regarding BOP licenses, including applying for, renewing, or deactivating any license. Any change to the individual holding the position of the Chief of Pharmacy Services shall be communicated to the BOP.
 - (H) All licenses issued by the BOP are aligned to expire on November 1 of each year for the Central Pharmacy Services to pay any renewal fees collectively.
- (2) For information on licensing automated drug delivery systems, see HCDOM 3.5.7, Automated Drug Delivery System.
 - (3) For information on licensing correctional clinics, see HCDOM 3.5.39, Furnishing or Dispensing Medication to Legally Authorized Persons or Entities: Licensed Correctional Clinics.

References

- California Business and Professions Code, Division 2, Chapter 9, Article 2, Section 4021.5
- California Business and Professions Code, Division 2, Chapter 9, Article 2, Section 4036.5
- California Business and Professions Code, Division 2, Chapter 9, Article 6, Section 4101
- California Business and Professions Code, Division 2, Chapter 9, Article 7, Section 4113
- California Business and Professions Code, Division 2, Chapter 9, Article 13.5, Section 4187
- California Business and Professions Code, Division 2, Chapter 9, Article 19, Section 4305
- California Code of Regulations, Title 16, Division 17, Article 2, Section 1709.1
- Health Care Department Operations Manual, Chapter 3, Article 5, Section 3.5.7, Automated Drug Delivery System
- Health Care Department Operations Manual, Chapter 3, Article 5, Section 3.5.39, Furnishing or Dispensing Medication to Legally Authorized Persons or Entities: Licensed Correctional Clinics

Revision History

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