

New Pharmacist General Requirements and Information

The Minnesota Board of Pharmacy

The Board of Pharmacy strives to protect public health, safety, and welfare by fostering the safe distribution of pharmaceuticals to ensure quality pharmaceutical care to its citizens. Through rigorous examination and assessment, the Board determines which applicants are qualified to become licensed pharmacists and practice in the state of Minnesota.

Criminal Background Checks

All applicants applying for a new pharmacist license in the state of Minnesota will be required to complete a fingerprint-based criminal background check through the Bureau of Criminal Investigations (BCI). The Board of Pharmacy (BOP) facilitates background checks through the Board of Criminal Background Check Program (CBCP). License approval will be conditional until the completion and review of the criminal background check with the results meeting acceptable standards as determined by the Board.

- Once your application and fee has been received by the Board, you will receive a Criminal Background Check packet from the CBCP.
- Processing time for a criminal background check is 2-3 weeks. Additional time may be required if further investigations have to be conducted.
- All questions on the results of your criminal background check will be handled by the CBCP.
 - The CBCP will answer calls within regular business hours; M-F—8:00 a.m. to 4:30 p.m.
 - Direct line: 651-201-2822
 - Email: criminal.background.check@state.mn.us

Minnesota Prescription Monitoring Program (PMP)

In 2017, Minnesota legislators implemented a program to promote public health and welfare by detecting diversion, abuse and misuse of prescriptions for controlled substances as defined in Minnesota Statutes Section 152.126.

This law requires **all Minnesota licensed pharmacists** practicing within the state, to register and maintain a user account with the PMP. Visit pmp.pharmacy.state.mn.us for more information on how to comply with this law once you are licensed.

LICENSURE BY TRANSFER (RECIPROCITY)—for pharmacists with an active license in another state

To be considered for licensure by the Board of Pharmacy, applicants are required to:

- Be of good moral character.
- Be age 18 or older.
- Have met the required number of hours in practical pharmacy experience.
- Be registered for the Multistate Pharmacy Jurisprudence Examination (MPJE) through the National Association of Boards of Pharmacy (NABP).
- Complete a criminal background check.

GENERAL GRADUATES

To be considered for licensure by the Board of Pharmacy, a pharmacist is required to:

- Be of good moral character.
- Be age 18 or older.
- A graduate from the College of Pharmacy from the University of Minnesota or;
- A graduate from a United States College/School of Pharmacy accredited by the American Council on Pharmaceutical Education.
- Complete 1,600 hours of internship experience after the completion of the third year of the standard six-year Pharm D curriculum, with 800 of the hours in traditional compounding and dispensing.
- Interns who have completed at least 400 hours in Minnesota must complete the Internship Competency Manual.
- Be registered for the North American Pharmacy Licensing Examination (NAPLEX) and the Multistate Pharmacy Jurisprudence Examination (MPJE) through the National Association of Boards of Pharmacy (NABP).
- Complete a criminal background check.

FOREIGN GRADUATES

An applicant who is a graduate of a school of pharmacy located outside the United States that has not been recognized by the Board as a school in good standing, may be entitled to examination for licensure by the Board if the applicant:

- Is of good moral character.
- Age 18 or older.
- Completed the internship requirements determined by the Board.
- Is certified by the Foreign Pharmacy Graduate Examination Commission.
- Is registered for the North American Pharmacy Licensing Examination (NAPLEX) and the Multistate Pharmacy Jurisprudence Examination (MPJE) through the National Association of Boards of Pharmacy (NABP).
- Completes a criminal background check.

CANADIAN GRADUATES

An applicant who is a graduate of an English-speaking Canadian school of pharmacy may be entitled to examination for licensure by the Board if the applicant is:

- Is of good moral character.
- Age 18 or older.
- Completed the internship requirements determined by the Board.
- Is certified by the Foreign Pharmacy Graduate Examination Commission.
- Is registered for the North American Pharmacy Licensing Examination (NAPLEX) and the Multistate Pharmacy Jurisprudence Examination (MPJE) through the National Association of Boards of Pharmacy (NABP).
- Completes a criminal background check.

Board Examinations

There are two examinations that must be passed, the North American Pharmacy Licensing Examination (NAPLEX) and the Multistate Pharmacy Jurisprudence Examination (MPJE). A completed application, fee, and supporting documents must be received before approval will be granted to sit for the NAPLEX and MPJE examinations. Applications and fees should be sent to the National Association of Boards of Pharmacy (NABP) to sit for the NAPLEX and MPJE examinations. See the National Association of Boards of Pharmacy's website for testing and payments.

Five to seven business days after the date of each examination, the Board will email the results to the candidate's email address on the application. Scores cannot be obtained earlier and will not be reported by telephone, fax, or mail.

NOTE: If you meet the Minnesota internship requirements and have become licensed in a state that participates in the NAPLEX score transfer program mediated through NABP, Minnesota will accept your exam score within 90 days of when you took the exam. If NAPLEX scores are transferred by this procedure, you will only be required to take the MPJE examination in Minnesota. See the NABP website for additional information.

RETAKING EXAMINATIONS

In the event a candidate is unsuccessful in passing the exam after three attempts, or if 18 months pass from the date of the candidate's first examination, the candidate must petition the Board for another chance to be examined. An additional fee is required for each board examination retake. To retake the NAPLEX and /or MPJE exams, refer to the National Association of Boards of Pharmacy's website.

Minnesota Prescription Monitoring Program

The Minnesota Prescription Monitoring Program (PMP) is used by prescribers and pharmacists to assist in managing their patient's care. It contains information provided by Minnesota licensed pharmacies and prescriber dispensers.

Professional Development Requirements

Licensed pharmacists are required to complete 30 credit hours for each biennial cycle. Each biennial cycle starts on October 1 of each even numbered year and expires on September 30 on following even numbered year. Pharmacists are required to report to the Board when they complete their 30 CE's by the end of September at end of each biennial.

To confirm the number of completed CE's on file, log in to the Online Services portion of the Board's website and verify that the CE Total field matches the CE Hours Required field in your profile.

Accepted Courses

Courses that have been approved by the Accreditation Council for Pharmacy Education (ACPE) or by the Minnesota Board of Pharmacy are accepted within 90 days of the course date.

Acceptable Documentation

It is the responsibility of the licensee to obtain and retain the documents required to apply for licensure.

Licensure Renewal Requirements

License renewals are due by February first of every year. If your application, applicable CE requirements, and fee is not received by the Board by March 1 of each year, your license will expire, a late fee will be generated, and you will not be able to legally work in the state of Minnesota.

Audits

The Board randomly selects licensees for an audit. If you are notified of an impending audit, you will have 60 days to submit the required documentation to the Board. Failure to submit the required documentation will result a lapse of licensure and you will not be able to legally work in the state of Minnesota.