

CHAPTER 3  
PHARMACY TECHNICIANS

[Prior to 9/4/02, see 657—Ch 22]

**657—3.1(155A) Definitions.**

“*Board*” means the Iowa board of pharmacy examiners.

“*Pharmacy technician*” means a person who is enrolled in a technician training program or who is employed in Iowa by a licensed pharmacy under the responsibility of an Iowa-licensed pharmacist to assist in the technical functions of the practice of pharmacy, as provided in rules 3.22(155A) through 3.24(155A).

“*Supervising pharmacist*” means an Iowa-licensed pharmacist who is on duty in an Iowa-licensed pharmacy and who is responsible for the actions of a pharmacy technician or other supportive personnel.

“*Supportive personnel*” means a person, other than a licensed pharmacist, a registered pharmacist-intern, or a registered pharmacy technician, who may perform nontechnical duties assigned by the pharmacist under the pharmacist’s supervision, including but not limited to delivery, billing, cashier, and clerical functions.

**657—3.2(155A) Purpose of registration.** A registration program for pharmacy technicians is established for the purposes of identification, tracking, and disciplinary action. The registration shall not include any determination of the competency of the registered individual.

**657—3.3(155A) Registration required.** Any person employed in Iowa as a pharmacy technician, unless identified in rule 3.4(155A), shall obtain and maintain during such employment a current registration as a pharmacy technician pursuant to these rules. An individual accepting employment as a pharmacy technician in Iowa who fails to register as a pharmacy technician as provided by this rule may be subject to disciplinary sanctions as provided in rule 3.30(155A).

**3.3(1) Licensed health care provider.** Except as provided in rule 3.4(155A), a licensed health care provider whose registration or license is in good standing with the licensee’s professional licensing board and who assists in the technical functions of the practice of pharmacy shall be required to register as a pharmacy technician pursuant to these rules.

**3.3(2) Original application required.** Any person not currently registered with the board as a pharmacy technician shall complete an application for registration within 30 days of accepting employment in an Iowa pharmacy as a pharmacy technician. Such application shall be received in the board office before the expiration of this 30-day period.

**3.3(3) College-based training program.** A person who is enrolled in a college-based technician training program is required to obtain a pharmacy technician registration prior to beginning on-site practical experience.

**3.3(4) Registration number.** Each pharmacy technician registered with the board will be assigned a unique registration number.

**657—3.4(155A) Registration not required.** A pharmacist-intern whose registration is in good standing and who assists in the technical functions of the practice of pharmacy is not required to register as a pharmacy technician.

**657—3.5(155A) Certification of pharmacy technicians.** The certification and recertification of pharmacy technicians shall be voluntary and not mandatory. Pharmacy technician certification does not supplant the need for licensed pharmacist control over the performance of delegated functions nor does certification exempt the pharmacy technician from registration pursuant to these rules.

**657—3.6 and 3.7** Reserved.

**657—3.8(155A) Registration application form.**

**3.8(1) Required information.** The application form for a pharmacy technician registration shall require the following:

- a. Information sufficient to identify the applicant including, but not limited to, name, address, date of birth, gender, and social security number;
- b. Educational background;
- c. Work experience;
- d. Current place or places of employment;
- e. Any other information deemed necessary by the board.

**3.8(2) Declaration of current impairment or limitations.** The applicant shall declare any current use of drugs, alcohol, or other chemical substances that in any way impairs or limits the applicant's ability to perform the duties of a pharmacy technician with reasonable skill and safety.

**3.8(3) History of felony or misdemeanor crimes.** The applicant shall declare any history of being charged, convicted, found guilty of, or entering a plea of guilty or no contest to a felony or misdemeanor crime (other than minor traffic violations with fines under \$100).

**3.8(4) Sworn signature.** The applicant shall sign the application under penalty of perjury and shall submit it to the board.

**657—3.9(155A) Registration renewal.** A pharmacy technician registration shall expire on the second last day of the birth month following initial registration. Registration shall not require continuing education for renewal.

**657—3.10(155A) Registration fee.**

**3.10(1) Initial fee.** The fee for obtaining an initial registration shall be \$30 plus applicable surcharge pursuant to 657—30.8(155A). For the period beginning July 1, 2006, and ending June 30, 2007, the fee for initial registration shall be \$40 plus applicable surcharge pursuant to 657—30.8(155A).

**3.10(2) Renewal fee.** The renewal fee for obtaining a biennial registration shall be \$30 plus applicable surcharge pursuant to 657—30.8(155A). For the period beginning July 1, 2006, and ending June 30, 2007, the fee for biennial registration shall be \$40 plus applicable surcharge pursuant to 657—30.8(155A).

**3.10(3) Timeliness.** Fees shall be paid at the time the new application or the renewal application is submitted for filing.

**3.10(4) Form of payment.** Fee payment shall be in the form of a personal check, certified or cashier's check, or money order payable to Iowa Board of Pharmacy Examiners.

**657—3.11(155A) Late application.**

**3.11(1) Late payment fee.**

a. *Initial registration.* A person required to register under the provisions of Iowa Code section 155A.6 who files a late application shall pay an additional \$40 late payment fee.

*b. Registration renewal.* A person required to renew the person's registration under the provisions of Iowa Code section 155A.6 who fails to renew the registration before the first day of the month following expiration shall pay the renewal fee, a penalty fee of \$40, and applicable surcharge pursuant to 657—30.8(155A). Failure to renew the registration before the first day of the second month following expiration shall require payment of the renewal fee, a penalty fee of \$50, and applicable surcharge pursuant to 657—30.8(155A). Failure to renew the registration before the first day of the third month following expiration shall require payment of the renewal fee, a penalty fee of \$60, and applicable surcharge pursuant to 657—30.8(155A). Failure to renew the registration before the first day of the fourth month following expiration shall require payment of the renewal fee, a penalty fee of \$70, and applicable surcharge pursuant to 657—30.8(155A). In no event shall the combined renewal fee and penalty fee for late renewal of the registration exceed \$110 plus applicable surcharge pursuant to 657—30.8(155A).

**3.11(2) *Timeliness of initial application.*** An application for initial registration shall be assessed a late payment fee if not received within the applicable period specified in rule 3.3(155A).

**3.11(3) *Timeliness of renewal application.*** An application for registration renewal shall be assessed a late payment fee if not received by the expiration date of that registration. If a registration is not renewed before its expiration date, the registration is delinquent and the registrant may not continue employment as a pharmacy technician until the registration is reactivated. An individual who continues employment as a pharmacy technician without a current registration may be subject to disciplinary sanctions as provided in rule 3.30(155A).

**657—3.12(155A) *Registration certificates.*** The technician shall maintain the original certificate of registration as a pharmacy technician issued by the board. Each pharmacy utilizing pharmacy technicians shall be responsible for verifying that all technicians working in the pharmacy are registered and that technician registrations remain current and active.

**657—3.13(155A) *Notifications to the board.*** A pharmacy technician shall report to the board within ten days a change of the technician's name, address, or pharmacy employment status.

**657—3.14 to 3.16** Reserved.

**657—3.17(155A) *Training and utilization of pharmacy technicians.*** All Iowa-licensed pharmacies utilizing pharmacy technicians shall develop, implement, and periodically review written policies and procedures for the training and utilization of pharmacy technicians appropriate to the practice of pharmacy. Pharmacy policies shall specify the frequency of review. Technician training shall be documented and maintained by the pharmacy for the duration of employment. Policies and procedures and documentation of technician training shall be available for inspection by the board or an agent of the board.

**657—3.18(147,155A) *Identification of pharmacy technician.***

**3.18(1) *Identification badge.*** A pharmacy technician shall wear a visible identification badge while on duty that clearly identifies the person as a pharmacy technician and includes at least the technician's first name.

**3.18(2) *Misrepresentation prohibited.*** A pharmacy technician shall not represent himself or herself in any manner as a pharmacist.

**657—3.19** Reserved.

**657—3.20(155A) Responsibility of supervising pharmacist.** The ultimate responsibility for the actions of a pharmacy technician shall remain with the supervising pharmacist.

**657—3.21(155A) Delegation of technical functions.** A pharmacist may delegate technical dispensing functions to a pharmacy technician, but only if the pharmacist is on site when delegated functions are performed, except as provided in 657—subrule 6.7(2). The pharmacist shall provide and document the final verification for the accuracy, validity, completeness, and appropriateness of the patient's prescription or medication order prior to the delivery of the medication to the patient or the patient's representative.

**657—3.22(155A) Technical functions.** At the discretion of the supervising pharmacist, technical functions which may be delegated to a pharmacy technician include, but are not limited to, the following:

1. Performing packaging, manipulative, or repetitive tasks relating to the processing of a prescription or medication order in a licensed pharmacy.
2. Accepting prescription refill authorizations communicated to a pharmacy by a prescriber or by the prescriber's office.
3. Contacting prescribers to obtain prescription refill authorizations.
4. Collecting pertinent patient information.
5. Inspecting drug supplies provided and controlled by an Iowa-licensed pharmacy, including but not limited to drug supplies maintained in an ambulance or other emergency medical service vehicle, a long-term care facility, a hospital nursing unit, or a hospice facility.

**657—3.23(155A) Tasks a pharmacy technician shall not perform.** A pharmacy technician shall not:

1. Provide the final verification for the accuracy, validity, completeness, or appropriateness of a filled prescription or medication order;
2. Conduct prospective drug use review or evaluate a patient's medication record for purposes identified in rule 657—8.21(155A);
3. Provide patient counseling, consultation, or patient-specific drug information;
4. Make decisions that require a pharmacist's professional judgment such as interpreting or applying information.

**657—3.24(155A) New prescription drug orders or medication orders.** At the discretion of the supervising pharmacist, a pharmacy technician may be allowed to accept new prescription drug orders or medication orders communicated to the pharmacy by a prescriber or by the prescriber's agent if the pharmacy technician has received appropriate training pursuant to the pharmacy's policies and procedures. The supervising pharmacist shall remain responsible for ensuring the accuracy, validity, and completeness of the information received by the pharmacy technician.

**657—3.25 to 3.27** Reserved.

**657—3.28(147,155A) Unethical conduct or practice.** Violation by a pharmacy technician of any of the provisions of this rule shall constitute unethical conduct or practice and may be grounds for disciplinary action as provided in rule 3.30(155A).

**3.28(1) Misrepresentative deeds.** A pharmacy technician shall not make any statement tending to deceive, misrepresent, or mislead anyone, or be a party to or an accessory to any fraudulent or deceitful practice or transaction in pharmacy or in the operation or conduct of a pharmacy.

**3.28(2) Confidentiality.** In the absence of express written authorization from the patient or written order or direction of a court, except where the best interests of the patient require, a pharmacy technician shall not divulge or reveal to any person other than the patient or the patient's authorized representative, the prescriber or other licensed practitioner then caring for the patient, a licensed pharmacist, a person duly authorized by law to receive such information, or as otherwise provided in rule 657—8.16(124,155A), any of the following:

- a. The contents of any prescription drug order or medication order or the therapeutic effect thereof or the nature of professional pharmaceutical services rendered to a patient;
- b. Any patient's name, address, social security number, or any information that could be used to identify the patient;
- c. The nature, extent, or degree of illness suffered by any patient; or
- d. Any medical information furnished by the prescriber.

**3.28(3) Discrimination.** It is unethical to unlawfully discriminate between patients or groups of patients for reasons of religion, race, creed, color, gender, gender identity, sexual orientation, marital status, age, national origin, physical or mental disability, or disease state when providing pharmaceutical services.

**3.28(4) Unethical conduct or behavior.** A pharmacy technician shall not exhibit unethical behavior in connection with the technician's pharmacy employment. Unethical behavior shall include, but is not limited to, the following acts: verbal or physical abuse, coercion, intimidation, harassment, sexual advances, threats, degradation of character, indecent or obscene conduct, and theft.

**657—3.29(155A) Denial of registration.** The executive secretary/director or designee may deny an application for registration as a pharmacy technician for any violation of the laws of this state, another state, or the United States relating to prescription drugs, controlled substances, or nonprescription drugs or for any violation of Iowa Code chapter 124, 124A, 124B, 126, 147, 155A, or 205 or any rule of the board.

An individual whose application for registration as a pharmacy technician is denied pursuant to this rule may, within 30 days after issuance of the notice of denial, appeal to the board for reconsideration of the application.

**657—3.30(155A) Discipline of pharmacy technicians.**

**3.30(1) Violations.** The board may impose discipline for any violation of the laws of this state, another state, or the United States relating to prescription drugs, controlled substances, or nonprescription drugs, or for any violation of Iowa Code chapter 124, 124A, 124B, 126, 147, 155A, or 205 or any rule of the board.

**3.30(2) Sanctions.** The board may impose the following disciplinary sanctions:

- a. Revocation of a pharmacy technician registration.
- b. Suspension of a pharmacy technician registration until further order of the board or for a specified period.
- c. Nonrenewal of a pharmacy technician registration.
- d. Prohibit permanently, until further order of the board, or for a specified period, the engaging in specified procedures, methods or acts.

- e.* Probation.
- f.* Order a physical or mental examination.
- g.* Impose civil penalties not to exceed \$25,000.
- h.* Issue citation and warning.
- i.* Such other sanctions allowed by law as may be appropriate.

These rules are intended to implement Iowa Code sections 147.72, 155A.6, 155A.23, 155A.33, and 155A.39.

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