

**TEXAS STATE BOARD OF PHARMACY (TSBP)
LICENSE RENEWAL NOTICE**

You are receiving this notice because the Texas pharmacy license is due for renewal. If a pharmacy fails to renew and allows the license to expire, the pharmacy must immediately cease operating. If 90 days passes from the license expiration date, the license will be permanently expired and a new license must be obtained.

Submit this checklist as a cover sheet and attach each of the items listed below:

- ☐ Completed *paper* renewal application form signed by an officer on record with TSBP.
Generate form online at: <http://www.pharmacy.texas.gov/infocies/renewals/lic/index.asp>
- ☐ Application fee (check or money order) payable to the Texas State Board of Pharmacy in the amount listed in box 1 of the renewal application form.

CLASS A-S and CLASS C-S sterile compounding pharmacies must have been inspected by TSBP within the two years prior to the pharmacy license expiration date. If an inspection has not been conducted, please contact TSBP at (512) 305-8070.

ADDITIONAL NON-RESIDENT (CLASS E & E-S) RENEWAL REQUIREMENTS

- ☐ Verification of the pharmacy *facility* license from the resident Board of Pharmacy.
- ☐ Report Texas license number for Pharmacist-in-Charge in box 6 of the renewal application form (Effective 9/1/16 non-resident pharmacies licensed by TSBP must have a Texas licensed PIC)
- ☐ Inspection report dated within 3 years (see requirements below for sterile compounding)

CLASS E-S INSPECTION REQUIREMENTS

Non-resident pharmacies engaged in sterile compounding must provide an inspection report for an inspection conducted within the past 2 years by one of the following vendors:

Accreditation Commission for Health Care, Inc. (ACHC)

<http://aisinspections.org/>

***Proof of ACHC/PCAB accreditation will not suffice in lieu of an inspection conducted specifically for TSBP.**

National Association of Boards of Pharmacy (NABP)

<http://www.nabp.net/programs/licensure/verified-pharmacy-program>

Superior Laboratory Services, Inc. (SLSI)

<http://www.slsi.net/>

Once the completed application packet is received by the Board office, allow 10 business days for processing. Monitor the status of the pharmacy license renewal online and verify owner/officer information at: http://www.pharmacy.texas.gov/dbsearch/phy_search.asp

Forms for changes to Managing Officer, Location, Name, PIC and Services can be found here: <http://www.pharmacy.texas.gov/infocies/existingcies.asp>

If assistance is required, call (512) 305-8022 or email phcyrenewals@pharmacy.texas.gov.