



Application for a Telepharmacy License

Class A Pharmacy (A-T)

Name of Class A Provider Pharmacy _____ Pharmacy License Number _____

Street Address of Class A Provider Pharmacy _____ Telephone Number _____

Name of Pharmacist-in-Charge (PIC) _____ PIC License Number _____

The following information is required for a Class A Pharmacy that provides pharmacy services through a telepharmacy system at a Remote Dispensing Site (RDS) (Note: an RDS is a location licensed by TSBP as a telepharmacy):

Location (Physical Address) of Remote Dispensing Site (RDS) _____ Telephone Number _____

Anticipated Date of Opening: _____ Days & Hours of Operation: _____

The following information is required for a Class A Pharmacy that provides pharmacy services through a telepharmacy system at a Remote Healthcare Site (RHS) (Note: an RHS must be either a registered rural healthcare clinic [RHC], a federally designated "health center" [e.g., FQHC], or a healthcare facility located in a medically underserved area [MUA] as determined by the U.S. Dept. of Health & Human Services):

Location (Physical Address) of Remote Healthcare Site (RHS) _____ Telephone Number _____

_____ Federal Designation & Number or County-in the case of MUA (e.g., RHC Registration #, FQHC Provider #, MUA county/area)

Anticipated Date of Opening: _____ Days & Hours of Operation: _____

Class C Pharmacy (C-T)

Name of Class C Provider Pharmacy _____ Pharmacy License Number _____

Street Address of Class C Provider Pharmacy _____ Telephone Number _____

Name of Pharmacist-in-Charge (PIC) _____ PIC License Number _____

The following information is required for a Class A Pharmacy that provides pharmacy services through a telepharmacy system at a Remote Healthcare Site (RHS) (Note: an RHS must be either a registered rural healthcare clinic [RHC], a federally designated "health center" [e.g., FQHC], or a healthcare facility located in a medically underserved area [MUA] as determined by the U.S. Dept. of Health & Human Services):

Location (Physical Address) of Remote Healthcare Site (RHS) _____ Telephone Number _____

_____ Federal Designation & Number or County-in the case of MUA (e.g., RHC Registration #, FQHC Provider #, MUA county/area)

Anticipated Date of Opening: _____ Days & Hours of Operation: _____

Required Supplemental Information for All Remote Sites (Both RDS & RHS)

- Enclose a copy of the written policies and procedures (P&Ps) for operating the telepharmacy system at a remote site shall operate according to written policies and procedures, which at minimum including the following:
 - a current list of the name and address of the pharmacist-in-charge and personnel designated by the pharmacist-in-charge to have:
 - have access to the area where drugs are stored at the remote site; and
 - operate the telepharmacy system;
 - duties which may only be performed by a pharmacist;
 - date of last review/revision of policy and procedure manual; and
 - policies and procedures for:
 - security;
 - operation of the telepharmacy system;
 - sanitation;
 - storage of drugs;
 - dispensing;
 - supervision;
 - drug and/or device procurement;
 - receiving of drugs and/or devices;
 - delivery of drugs and/or devices; and
 - recordkeeping

- Enclose a written plan for recovery from an event which interrupts the ability of a pharmacist to electronically supervise the telepharmacy system and the dispensing of prescription drugs at the remote site. The written plan for recovery shall include:
 - a statement that prescription drugs shall not be dispensed at the remote site, if a pharmacist is not able to electronically supervise the telepharmacy system and the dispensing of prescription drugs;
 - procedures for response when a telepharmacy system is experiencing downtime; and
 - procedures for the maintenance and testing of the written plan for recovery.

Additional Required Supplemental Information for Remote Healthcare Sites Only (RHS)

- Enclose a copy of the written contact or agreement between the provider pharmacy and the healthcare facility which outlines the services to be provided and the responsibilities and accountabilities of each party in fulfilling the terms of the contract or agreement in compliance with federal and state laws and regulations.