



THE SCRIPT

QUARTERLY NEWSLETTER
MISSISSIPPI BOARD OF PHARMACY

NEXT BOARD MEETING

Our next board meetings will be held on

- January 18, 2024
- March 28, 2024

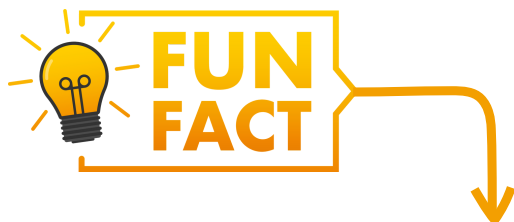
at the Board of Pharmacy's office located at 6311 Ridgewood Road, Suite E 401 Jackson, MS. The meeting will begin at 9:00 a.m.

FIND SOLUTIONS TO YOUR QUERIES ON OUR WEBSITE'S FAQ SECTION

If you're searching for answers to common questions or concerns, take a look at our website's [FAQ section](#). If you're unable to locate what you're looking for, especially regarding compliance or licensing, please contact us via email at

- licensing@mbp.ms.gov
- compliance@mbp.ms.gov

We're happy to help.



Before running for President of the United States, Hubert Humphrey earned his pharmacy license and worked in his father's pharmacy.

RECOGNIZING THE VITAL ROLE OF PHARMACISTS IN HEALTHCARE

On January 12th every year, National Pharmacist Day is celebrated across the country to acknowledge the significant contributions of pharmacists. MS Board of Pharmacy wants to extend our heartfelt thanks to all the pharmacists out there who work tirelessly to ensure the health and wellbeing of their patients.

As an essential part of the healthcare team, pharmacists play a crucial role in patient care. From guiding patients on medication selection to administering vaccinations and providing drug information, pharmacists are there for us every step of the way. You act as a liaison between prescribers and patients, ensuring that we receive the best possible care.

Your expertise in medication selection, dosage, interactions, and side effects is invaluable, and we appreciate all the time and effort you put into ensuring the safe and effective use of medication. Whether you are dispensing medication or conducting research to discover new treatments, your contributions to modern healthcare are immeasurable.

So on this National Pharmacist Day, we want to thank you for all that you do. Your commitment to patient care and your dedication to your profession are truly remarkable, and we are grateful for all the work that you do. Keep up the amazing work!

ALL THINGS LICENSING



VIRTUAL QUICK CLIPS

Coming Soon

Please be on the lookout for upcoming videos or tutorials that will be posted on our Facebook page, users' Gateway profile, and YouTube to provide guidance on how to navigate through the License Gateway and information on questions that users may have.

DON'T FORGET

DBA NAMES

When completing renewal or amendment applications, **leave the DBA name field blank if your facility does not have a DBA name or DBA name change**. In addition, please do not re-enter the facility's legal name as the DBA name.

TECH BITE

If you have not received your pharmacy technician renewal reminder by now, please check your spam/junk mail. The technician registration renewal period is currently underway. Renewal email notices periodically are being sent as a gentle reminder. You will receive a reminder notice until you have renewed your registration. **Technician renewals must be completed by March 31st. Failure to do so will result in a late fee and loss of authorization to work.** Keep a watchful eye out for the email reminder(s) as well as social media updates. For assistance with the online system, contact our Licensing Division at (601) 899-8880.

PHARMACIST FILL UP

Reminder: Updated wallet cards are available by logging into your Gateway profile, download the card, and print if desired. Any request for duplicate wall certificates may be made by logging into your Gateway profile and submitting a duplicate certificate application request. There is a \$25.00 processing fee.

Your profile may be updated at any time. For name changes, the system will allow you to make the request then you will need to upload the required documentation for staff approval. All employment and address changes can also be made via the Gateway. For assistance with the online system, contact our Licensing Division at (601) 899-8880.

Student Sidebar Chatter

Any changes to your profile may be made by logging into the Gateway and submitting the desired change request at any time. For name changes, the system will allow you to make the request then you will need to upload the required documentation for staff approval. All employment and address changes can also be made via the Gateway. For assistance with the online system, contact our Licensing Division at (601) 899-8880.

In the past, pharmacy school students'-controlled substances registrations expiration date was set for six (6) months from the graduation date. This has changed to one (1) year following the graduate's graduation date. **Make sure to review your student registration expiration date, this date should be one (1) year from your anticipated graduation date.** If this date does not correlate with this guideline, please contact our licensing division for correction.

If you have not already done so, please create a profile with NABP at www.nabp.pharmacy. This account is FREE and will assign you a NABP e-Profile number, which you will need to report to our office by telephone 601-899-8880 or email licensing@mbp.ms.gov.

*Please notify the Board should you withdraw from pharmacy school. Student Intern/Extern registrations will become inactive upon withdrawal.

***An Extern/Intern who is expelled, suspended, dismissed or withdraws from a school of pharmacy may not register as a pharmacy technician until one (1) year from the date of his/her extern/intern registration expiration, unless approved by the Board pursuant to a petition. ([see Article III](#))**





FACILITY HIGHLIGHT

We are putting the closing touches on the yearend renewal period for the following: pharmacists' licenses, Controlled Substances Registrations for Pharmacists and Facilities, Pharmacy Permits, Medical Gas Permits, Home Health Permits, Drug Facilities Permits, Emergency Medication Kits (IMEK), Pharmacist Advisory Services Permits, and Dispensing Physicians Permits that expired on December 31, 2023. The renewal portal is still open. Please bear in mind that late fees will apply.

The **Durable Medical Equipment Suppliers (DME) Renewals period opens on April 1, 2024.**

DME Renewal reminder notices are sent to the permit holders and/or submitters via email. Renewals completed after June 30, 2024, will be assessed a late fee. If you do not wish to renew and/or need to close the facility permit, please log into the Gateway and submit a "Close Facility" application request at no charge. You will be required to upload supporting documentation regarding the closure request for staff approval.

NOTE: In cases where there is a PIC (Person in Charge) change, a new profile must be created for the new incoming PIC. The previous PIC's profile cannot be edited to change the name to reflect the incoming PIC's.

ALL THINGS LICENSING



LICENSING HOUSEKEEPING CORNER

- Any changes to **your profile** may be made by logging into the Gateway and submitting the desired change request at any time.
 - For name changes, the system will allow you to make the request then you will need to upload the required documentation for staff approval. All employment and address changes can also be made via the Gateway. For assistance with the online system, contact our Licensing Division at (601) 899-8880.
- If you have not already done so, please create a profile with NABP at www.nabp.pharmacy.
 - This account is FREE and will assign you a NABP e-Profile number, which you will need to report to our office by telephone or email (licensing@mbp.ms.gov).
- **Users are still creating MORE than one profile for one individual.**
 - This is not necessary, **ONE profile PER user will suffice.** If you forget your password and you experience trouble resetting it, do not hesitate to contact our Licensing Division. Our Licensing Professionals are willing and readily available to assist you.
- **Users have been sharing usernames/passwords and multiple individuals have been using the same profile.**
 - This is **not ALLOWED**. Our system is designed to allow each user to have his/her own profile. This will protect the user as well as protect the integrity of the information in our system. **If more than one user accesses the same profile through means of shared credentials, it puts the individual whose name is on the profile as well as the data accessed to be open to vulnerabilities.** In the event that any malicious activities occur, identifying which users are responsible for the act(s) may pose a challenge. Again, this is to protect the user as well as the entity(s) that the users are accessing.
- Any changes to your **permit** (i.e., PIC/DR changes, address changes, business name changes, and/or ownership changes) may be made by logging into the Gateway and submitting the desired change application at any time.
 - Supporting documentation uploaded may be required for staff approval. For DR changes, make sure to mail your fingerprint card to the address indicated on the instruction sheet as soon as possible. Failure to do so will result in expiration of your application. For assistance with the online system, contact our Licensing Division at 601-899-8880.
- PIC changes must be completed in a timely manner to prevent any interruption in operations.
 - **Make sure that there are two emails listed on the record** (one for the PIC and one for an admin, in the event that the PIC vacates his/her position). This will ensure all notices regarding the PIC change application process will be received by the facility.
- If the PIC has not renewed his/her pharmacist license, the system will NOT allow the renewal of their facility's permit.

COMPLIANCE CHECK



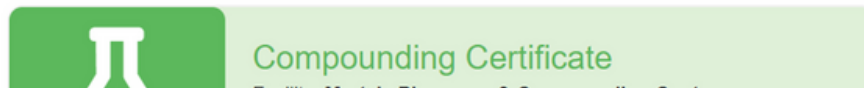
COMPOUNDING STATISTICAL REPORT

Don't forget to submit your Compounding Statistical Report on or before than January 31, 2024! This report must be filed with the Mississippi Board of Pharmacy each year for every pharmacy that has a compounding certificate. Compounding data submitted will cover January 1, 2023, through December 31, 2023. The form can be found in the Gateway Portal- see below for instructions.

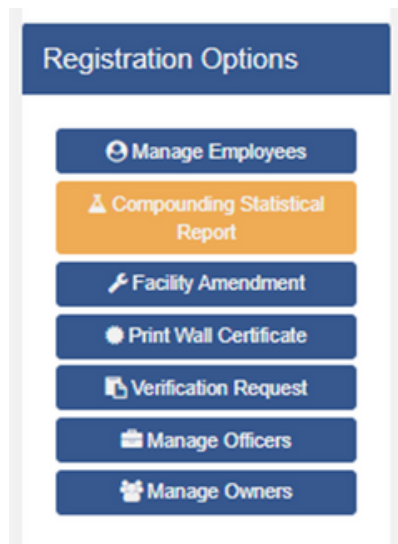
Pathway to Upload Your Compounding Statistical Report (DUE January 31, 2024)

- Only for Sterile Compounds. If you only compound non-sterile, report zero.
- Only applicable if you have a compounding certificate.
- You are not required to submit a recent compounding inspection since this was already submitted with your renewal application.

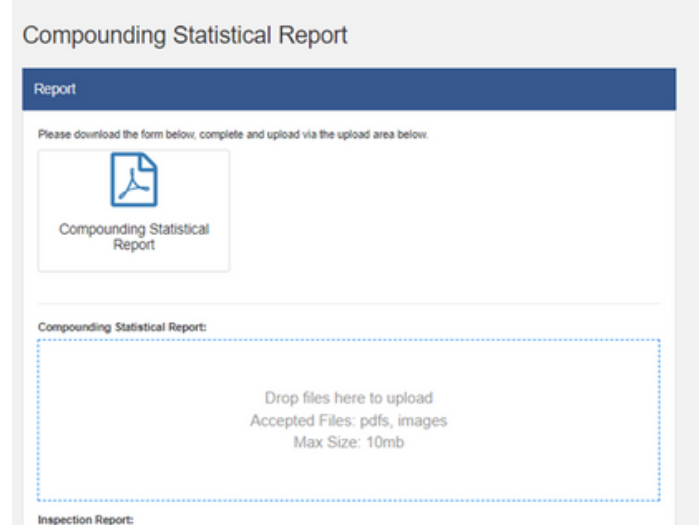
Step 1: Go to the Gateway and click on the green tile of your compounding certificate.



Step 2: Then on the left hand of the screen, click "Compounding Statistical Report".



Step 3: Download the template and then upload your completed Statistical Report.



CE AUDITS: CHANGES

We now gather documentation for our CE audits electronically. In 2022, we began auditing when the pharmacist license renewal season opened (August). Licensees are audited on completion of CE from the previous licensing year. This meant for the 2022 renewal season, audited CE was from January 1, 2021, through December 31, 2021. In 2023, when

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COMPLIANCE CHECK



you launched your pharmacist renewal application, you received notification if you were chosen for the CE audit. If chosen for the audit, you provided documentation of CE from the previous licensing year, January 1, 2022, through December 31, 2022, by uploading it to the gateway. **When the 2024 renewal season opens (August 2024), you will submit CE obtained from January 1, 2023 through December 31, 2023 if you are chosen for the CE audit.** If you have any questions regarding the changes to our CE audits, please reach out to us at 601-899-8880 or email us at compliance@mbp.ms.gov.

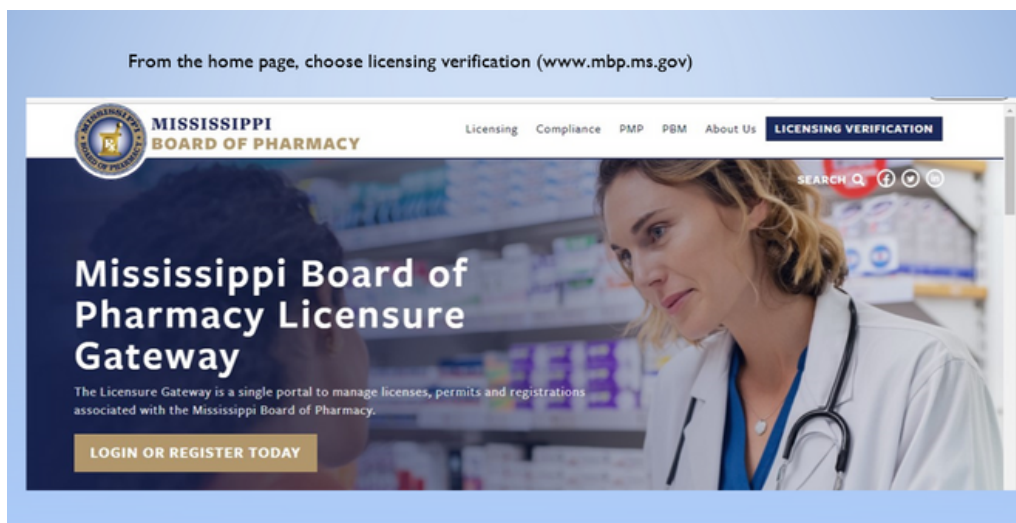
Continuing Education Requirements (Summary)

- 15 hours of CE required for each licensure period.
- 2 hours live CE (live seminar or live webinar-no recordings).
- 2 hours opioid abuse and prevention or other addiction related issue.
- ACPE or MS BOP approved.
 - MS BOP approved CE is not reported to your NABP CE
- [See Article IV of the MS Pharmacy Practice Regulations](#)

PIC CORNER: REMINDERS

1. PIC Diversion Awareness Training ended December 31, 2023. We will publish an updated version later this year. Be on the lookout for any additional resources that may be helpful to you on our website: www.mbp.ms.gov in the Compliance section/publications/resources.

2. Only employees/students showing an active registration/license status are allowed in the dispensing area of a pharmacy. Performing or actively observing any technician/pharmacist/student related duty without an active registration/license is not allowed. Please verify the license or registration status of any technician/pharmacist/student on the licensing verification search page (not the Gateway).



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COMPLIANCE CHECK



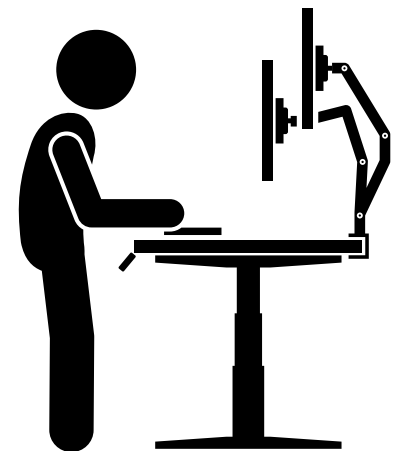
3. What does keeping a perpetual inventory mean? An accounting method known as perpetual inventory will continuously record inventory changes in real time whether a manually recorded system or an automated system. Each time inventory is removed or added, it is recorded. Your new count is verified and recorded also. Any discrepancies are investigated.

4. We are seeing an increase in notifications of pharmacy burglaries and robberies. Please be diligent in following the security measures you have in place for your physical location and your staff.

- Assess security measures in place inside and outside your pharmacy.
- Check for weak spots.
- Be sure your cameras are working and review the video surveillance for any blind spots. Make adjustments if needed.
- Look at your windows, doors, drawer locks, etc to make sure none are broken.
- Review employee procedures in case of a burglary or robbery.
- Be extra careful to watch your surroundings going into and coming out of the pharmacy.
- Reach out to your local law enforcement agency to see if they are able to provide additional tips or support.

5. In the event you have a burglary or robbery at your pharmacy:

- Notify local law enforcement of any burglaries and robberies. Do not enter the premises without law enforcement.
- Report pharmacy burglaries and robberies and any losses to the MS Board of Pharmacy by calling your agent, calling the board office at 601-899-8880 or emailing us at compliance@mbp.ms.gov.
- Do a complete controlled substance inventory and audit.
- Notify DEA of any losses and submit the DEA 106 form.
- Contact your camera surveillance company to obtain footage from the burglary/robbery.



PMP Update



The MSPMP serves as a tool for dispensers to assist in making an informed decision when providing pharmaceutical care for their patients. Suspicion of diversion of any type should be reported to the appropriate authority. If you are unsure who to report any type of incident to, you can always contact the PMP directly via email or phone.

Please notify the MS PMP directly in the event your permit is set to inactive or closed. Also, please notify the MSPMP directly should your pharmacy have a change of DEA number. As a reminder, error corrections are required. Please refer to the Data Submission Guide should you need assistance: https://pmp.mbp.ms.gov/sites/default/files/pmp/forms-documents/MS-PMP-Data-Submission-Dispenser-Guide_v3.0.pdf.

Reporting of controlled substances II-V and gabapentin is required every 24 hours, including zero reports. All controlled substances II-V are to be reported with a valid DEA number. Gabapentin may be reported with an NPI number should the provider not hold a DEA number. Should you need assistance with your reporting account for the MS PMP please contact **1-855-567-4767** and ask to speak to the clearinghouse.

If you have changed your employment, email, or any other information regarding your profile please do not create another account. This includes transitioning from a pharmacist's delegate PMP account to a pharmacist account. Simply send an email with the updated information. You may send these requests via email to mspmpassist@mbp.ms.gov.

PMP waivers are done online in the MS Board of Pharmacy's licensing gateway. Application and renewal for a waiver takes place with your pharmacy's permit. Feel free to either email us at mspmpassist@mbp.ms.gov, call 601-899-0138, or visit our website at www.pmp.mbp.ms.gov, whenever you have questions.

