



STATE BOARD OF PHARMACY RENEWAL GUIDE

Instructions to Renew:

Renewals are available 60 days prior to the license expiration date. You will receive an email notification from PALS when your renewal is available. There are no paper renewal applications. Renewal applications must be submitted on www.pals.pa.gov.

Pharmacist & Authorization to Administer Injectables for Pharmacist – Expires on September 30, 2024

HELPFUL INFORMATION

- ▲ Users can visit the Support Tab to [Contact the Board](#) or for answers to [Frequently asked Questions](#) by clicking on *Support* located in the blue bar on the PALS website.
- ▲ Renewal fee for Pharmacist is \$190.00.
Renewal fee for Authorization to Administer Injectables for Pharmacist renewal fee is \$30.00.
- ▲ Current CPR certification from an acceptable provider is required for renewal of Authorization to Administer Injectables. Refer to the Board's website for a [list of acceptable CPR providers](#). **Online CPR is not acceptable** Do **not** upload your certificate to your online application.
- ▲ Maintain professional liability insurance coverage in the amount of at least \$1,000,000 per occurrence or claims made required for renewal of Authorization to Administer Injectables. Do **not** upload a copy of your policy to your online application.
- ▲ Do **not** upload your continuing education certificates to your online renewal application. Following the renewal period, you may be audited to ensure your compliance with the continuing education requirements. Only if you are audited will you be required to provide proof of compliance with the continuing education requirements.

CONTINUING EDUCATION REQUIREMENTS FOR RENEWAL

- ▲ 30 hours of ACPE-accredited continuing education*. Click [here](#) to review the Board's regulations on continuing education.
 - A minimum of 2 hours must be earned in the ACPE topic designator "patient safety".
 - A minimum of 2 hours of Act 124 Opioid continuing education.
 - A minimum of 2 hours must be earned on immunization topics if you hold an Authorization to Administer Injectables.
 - A minimum of 2 hours must be earned in child abuse recognition and reporting training from an approved provider. The list of approved providers can be found [here](#). Do not upload your certificate of completion to your online application. Verification of course completion must be received electronically from the course provider.

***Newly Graduated** licensees who have been issued an initial license during the current biennium (October 1, 2022, through September 30, 2024) will be exempt from the 30-hour continuing education requirement for licensure renewal in September 2024 with the exception of the 2 hours of Act 31 Mandated Child Abuse Reporter Training and the 2 hours in Act 124 Opioid continuing education. There is no exemption to these hours.

*Licensees who **reciprocated** to Pennsylvania during the current biennium will have the number of hours required prorated, on a quarterly basis, from the date of licensure to the date of renewal. For this purpose, each quarter will consist of 3 months for a total of 8 quarters in the biennial period which started on 10/1/22, credited for 3.75 hours a quarter. Reciprocal licensees are required to accumulate hours starting at the beginning of the next quarter following licensure. (i.e., if your reciprocal license was issued during quarter 1, which consists of 10/1/22 – 12/31/22, you would owe 3.75 hours for each of the remaining 7 quarters, totaling 26.25 hours.)

There is no exemption of the 2 hours of Act 31 Mandated Child Abuse Reporter Training, the 2 hours in patient safety, and the 2 hours in Act 124 Opioid continuing education. These hours must be earned regardless of the number of hours needed based on the prorated amount.