



Idaho State Board of Pharmacy

PO Box 83720 Boise, Idaho 83720-0067 | Phone: 208-334-2356 | Fax: 208-334-3536
1199 Shoreline Lane Ste 303 Boise, Idaho 83702-9103 | <http://bop.idaho.gov> | info@bop.idaho.gov

Instructions and Required Documents for Reinstatement of Idaho Pharmacist License

Idaho Board of Pharmacy e-Gov User Account

New - Applicants that **have never applied** with the Idaho State Board of Pharmacy review the following: Login Instructions; https://bop.idaho.gov/wp-content/uploads/sites/99/forms/2019_05_28_Person_Registration_Instructions.pdf

Prior - Applicants that **have applied or have been previously registered** with the Board of Pharmacy prior to 07/01/2018, Send an email to info@bop.idaho.gov for further assistance

Resources

- Idaho Board of Pharmacy Online Application Requirements & forms - see below
- Pharmacist who have not worked in Idaho for several years (if applicable)
- Idaho Law regarding reporting changes to the Board – see below
- Applicable Idaho Code & Rules <https://bop.idaho.gov/pharmacy-code-administrative-rules/>

Idaho Board of Pharmacy Online Application Requirements

1. **Continuing Education** – Upload proof of 30 hours of continuing education credits. Credits must have been earned within the 24 months prior to the date the reinstatement application is submitted
2. **Last 2 Years of Pharmacy Employment** – Upload a document showing the following:
 - Business name to include full address & Phone number
 - From and To employment dates
 - Contact person name to include title & phone number
3. **Current government issued photo ID** – Upload a legible copy of a driver's license or passport
4. **Idaho Pharmacy Law Attestation form** – (See attached) -Upload a completed form
5. **Non-Criminal Justice Privacy Statement & Fingerprint Card Options**– Applicants that are required to submit fingerprints, must read the Non-Criminal Justice Privacy Statement. To review the document refer to the Fingerprint Cards page on our website: <https://bop.idaho.gov/fingerprint-cards/>.
6. **Fingerprint Card** - After submitting a completed online application, mail completed fingerprints to our office to either of the addresses indicated above. Fingerprints must have been taken within six (6) months from the date of submission.



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Pharmacist who have not worked in pharmacy for several years

The following may apply;

- 40 hours of internship for each year out of pharmacy
- Testing with NABP by taking the NAPLEX
- Requirement to complete additional CPE hours
- Appearance before the Board
- Other requirements determined necessary to acquire or demonstrate professional competency

Idaho Law regarding reporting changes to the Board

According to **IDAPA 27.01.01.501.02 Individual Information Changes**. Changes in employment or changes to information provided on or with the initial or renewal application must be reported to the Board within ten (10) days of the of change (03-20-20)T

Types of Changes that must be reported

- **Home & Email address change** - Registrants must update via their e-Gov account. The email address provided is how the Board will mainly be contacting registrants/licensees
- **Employment Changes** – Use this link to report changes in Pharmacist in Charge - <https://bop.idaho.gov/facilities/> refer to the Out of State Pharmacy Forms section.



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Idaho Pharmacy Law Attestation

I certify under oath that I have carefully read and understand all Idaho laws pertaining to the practice of pharmacy in Chapter 17, Title 54, Idaho Code; Chapter 1, Title 37, Idaho Code; Chapter 27, Title 37, Idaho Code; Chapter 33, Title 37, Idaho Code; and IDAPA 27, Title 01.

Signed Under Penalty of Perjury, this ____ day of _____, 20__.

Printed Name of Applicant

Applicant Signature

Subscribed and sworn to before me this _____ day of _____, _____
(Year)

Signature of Notary Public: _____

Notary Public in and for the State of: _____

Residing at _____

Date Commission expires _____

(NOTARY S E A L)