Additionally, hours will not be credited if the site and preceptor do not comply with rule 20 CSR 2220-7.025. To avoid losing hours, the Board strongly recommends submitting your Intern Site and Preceptor Application or Special Site or Non-Preceptor Application BEFORE changing sites/preceptors.

How do I report my hours to the Board?

Hours should be reported to the Board by filing a Preceptor's Affidavit of Internship Hours form. No fee is required. The Preceptor's Affidavit has to be completed and signed by both you and your preceptor. The Board will not certify or recognize hours that are not reported to the Board. The office recommends submitting your hours monthly or at the end of your internship/training.

How do I get my hours certified to another state?

Send a written request to the Board asking to certify your hours. Include your name, address, intern pharmacist license number and the contact name and address where the certification should be sent. Certification requests should be e-mailed to: intern@pr.mo.gov or mailed to: P.O. Box 625, Jefferson City, Missouri 65102. E-mail is preferred.

Certification requests may take 7-10 days to process. No fee is required.

Can I be paid for my intern hours?

The Board does not prohibit an intern from being paid for intern hours.

Do I need to renew my license?

Yes. Intern pharmacist licenses must be renewed by December 31st of each even-numbered year (i.e., 2018, 2020, 2022). Make sure your address is current. Renewal information will be mailed in October of each renewal year to your address of record.

Renewing is your responsibility! Individuals who fail to renew must reapply (this includes getting fingerprinted).

Can I immunize or administer medication?

To immunize by protocol or administer medication by prescription order, interns must:

- Be working under the direct supervision of a pharmacist that has met Missouri's requirements for administering vaccines/administering medication by prescription, and
- Have a current cardiopulmonary resuscitation (CPR) certification issued by the American Heart Association, the American Red Cross or an equivalent organization, and
- Have successfully completed a certificate program in administering vaccines (to immunize by protocol) or administering medication (to administer by prescription order). The program must be accredited by the Accreditation Council for Pharmacy Education (ACPE) or a similar entity approved by the Board.

Where can I find application forms?

Application forms are available on the Board's website at http://pr.mo.gov/pharmacists-forms.asp.

Questions?

Intern questions can be submitted to intern@pr.mo.gov or (573) 751-0092.
E-mail is preferred.

Students are responsible for submitting the following documents for hours earned outside of your school curriculum:

- **Site & Preceptor Approval forms**
- **Preceptor's Affidavit of Internship Hours**

These documents will not be filed by your school

Non-Missouri Pharmacy Students/Graduates

MISSOURI BOARD OF PHARMACY

Division of Professional Registration
3605 Missouri Boulevard
Jefferson City, MO 65109
Telephone: (573) 751-0091
Email: intern@pr.mo.gov
Website: pr.mo.gov/pharmacists

April 2015

This brochure provides intern pharmacist information for non-Missouri pharmacy students/ graduates.

St. Louis College of Pharmacy (STLCoP) and University of Missouri-Kansas City (UMKC) pharmacy students should review the Missouri Intern Pharmacist Guide for Missouri Pharmacy Students available on the Board's website.

Do I need a Missouri intern pharmacist license?

You will need a Missouri intern pharmacist license if:

- You would like to earn pharmacy practice experience hours in Missouri, or
- You want your pharmacy practice experience hours officially certified by the Missouri Board of Pharmacy for licensure in Missouri or another state.

How many practice hours are required in Missouri?

Missouri requires 1,500 pharmacy practice experience hours to obtain a Missouri pharmacist license.

Who is eligible for an intern pharmacist license?

To be eligible for an intern pharmacist license, applicants must:

- Be currently enrolled in an ACPE accredited pharmacy school/college, or
- Have graduated from an ACPE accredited pharmacy school/college, or
- Have a pending Foreign Pharmacy School Graduate application filed with the Board and hold a Foreign Pharmacy Graduate Examination Committee Certification (FPGEC) from the National Association of Boards of Pharmacy (NABP).

How do I apply for an intern license?

- Submit a Missouri Intern Pharmacist application,
- Pay the application fee, and
- Submit fingerprints and undergo a criminal history background check. (Fingerprint instructions are in the intern pharmacist application packet.)

PLAN AHEAD! It may take 4-6 weeks for the Board to receive your criminal history reports. You cannot begin earning intern hours until you're licensed.

Where can I earn hours?

All pharmacy practice experience hours must be earned at a Board approved site and under a Board approved preceptor. To request approval:

- A Missouri Intern Site and Preceptor Application should be submitted to the Board if the proposed training site is licensed as a pharmacy in a U.S. state or territory or if the proposed preceptor holds a valid pharmacist license from a U.S. state or territory, or
- A Special Site or Non-Pharmacist Preceptor Application should be submitted if the proposed site is not a U.S. licensed pharmacy or if the preceptor is not a U.S. licensed pharmacist.

No application fee is required. The Board will not certify or recognize hours earned at an unapproved site or with an unapproved preceptor.

Under Missouri law, interns cannot earn more than forty-eight (48) hours of intern credit per week.

Do I have to earn hours at a pharmacy?

No. The Board can approve practice sites that are not licensed pharmacies, however, the training must be related to the practice of pharmacy. Non-pharmacy practice sites are referred to as "special sites" and must be approved by the Board. A Special Site or Non-Pharmacist Preceptor application should be used to request approval for a special site.

Does my preceptor have to be a pharmacist?

No. The Board can approve a non-pharmacist preceptor if the training is related to the practice of pharmacy. A Special Site or Non-Pharmacist Preceptor application should be submitted to request approval.

Can I earn hours in another state or country?

Yes, if the site and preceptor are approved by the Board and the practice experience is related to the practice of pharmacy (see rule 20 CSR 2220-7.030). An Intern Site and Preceptor Approval application should be submitted for pharmacies/pharmacists licensed in a U.S. state or territory. A Special Site or Non-Pharmacist Preceptor application should be submitted for foreign licensed pharmacists/pharmacies or non-pharmacy sites/preceptors.

However, a Missouri intern license is only necessary if:

- You will be earning hours in the state of Missouri, or
- You want the Missouri Board of Pharmacy to certify your practice hours.

You don't need a Missouri intern license if the hours earned outside of Missouri will be certified by another state board of pharmacy or an ACPE accredited pharmacy school/college. Note: Additional licensing requirements may apply in other states/countries.

Non-U.S. Graduates: Graduates of a pharmacy school/ college that is not located in a U.S. state or territory must complete their intern hours in a U.S. state or territory (rule 20 CSR 2220-7.040(4)(F)). Non-U.S. graduates should contact the Board office for further details.

Can I count my pharmacy technician hours?

No. The Board can only recognize or certify hours earned as a licensed intern pharmacist.

How do I change sites or preceptors?

A new Intern Site and Preceptor Application or Special Site or Non-Preceptor Application must be submitted to change sites/preceptors.

Applications must be submitted within ten (10) days of changing sites/preceptors. The Board will not recognize hours that are earned more than ten (10) days before your application is received in the Board office.