



## Pharmacy Quality Assurance Commission POLICY/PROCEDURE

<b>Title:</b>	Pharmacy Application for Change of Location and Ancillary Utilization Plan Approvals	<b>Number:</b>	48
<b>Reference:</b>	<a href="#">RCW 18.64A.060</a> , <a href="#">WAC 246-869-030</a> , <a href="#">WAC 246-901-035</a> , and <a href="#">WAC 246-901-100</a>		
<b>Contact:</b>	Executive Director		
<b>Effective Date:</b>	August 18, 2016		
<b>Supersedes:</b>			
<b>Approved:</b>	Chairperson, Pharmacy Quality Assurance Commission		

**Policy/Procedure Statement:** Recent interpretation of statute requires the Pharmacy Quality Assurance Commission to officially approve all *Ancillary Utilization Plans* (AUPs). Items for consideration by the Commission must be received at least 60 days before the next business meeting. Since this process began, situations have arisen that could have potential financial impact or loss of lease situations for pharmacies undergoing short deadline location changes.

Per WACs 246-869-030 and -040, a location change for a pharmacy requires a new application, inspection, and credential. An inspection of the new pharmacy location is not scheduled until the AUP is approved and the new license is not issued until the pharmacy inspector has submitted a satisfactory inspection.

This document establishes a process for allowing ongoing use of a previously approved AUP to streamline the issuance of the new pharmacy location license if certain conditions are met. The required conditions include:

1. The department of health has received all applications, supporting documentation and fees associated with a location change for the pharmacy;
2. There is no change in the ownership of the pharmacy;
3. The current pharmacy location has received a satisfactory finding/score during its most recent inspection;
4. The new location is operationally similar to the current location as well as services provided;

5. The ancillary utilization plans (AUPs) remains the same as the current pharmacy location. Differential hours can change as long as this does not affect the AUPs; and
6. During the inspection of the new location, the pharmacist investigator/inspector verifies that the pharmacy meets conditions 4 and 5.

A new pharmacy location license is issued upon verification that all conditions are fulfilled and the pharmacy has passed its initial inspection. The Commission shall review the AUP for official approval under its usual process.

Currently, all AUPs originally approved by pharmacy staff rather than the Commission, are being scheduled in batches for approval by the Commission, consistent with RCW 18.64A.060. That process is separate from this change of location application and does not affect the update of the AUP to reflect a change in location.