



**DEPARTMENT OF HEALTH  
PHARMACY QUALITY ASSURANCE COMMISSION  
PROCEDURE**

<b>Title:</b>	Pharmacy Intern Registration - BAP
<b>Reference:</b>	<a href="#">Chapter 18.64 RCW</a> Pharmacist/Interns & Pharmaceutical Firms <a href="#">Chapter 246-11 WAC</a> Model Procedural Rules for Boards <a href="#">Chapter 34.05 RCW</a> Administrative Procedure Act
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<b>Effective Date:</b>	February 2, 2018 (reaffirm August 28, 2020)
<b>Supersedes:</b>	N/A
<b>Approved:</b>	Tim Lynch, PharmD, MS, FABC, FASHP, Pharmacy Quality Assurance Commission Chair

This procedure establishes appropriate guidelines for when the Washington State Pharmacy Quality Assurance Commission (PQAC) receives notice that a person holding a pharmacy intern registration is no longer making timely progress toward graduation.

**DEFINITIONS:**

*Enrolled:* A student is considered eligible for registration as a pharmacy intern if he or she is enrolled in an accredited school or college of pharmacy and official notice has been received from said school or college of pharmacy. Enrolled is defined by the school or college of pharmacy as:

- 1) The student that has accepted an offer of admission in writing, **and**
- 2) The student has made the appropriate deposit to the school or college of pharmacy, securing his or her admission position.

*Inoperable:* A credential status indicating a healthcare professional cannot practice because he or she is not actively participating or enrolled in a required training program when this condition is a requirement of the credential. Inoperable status is not the result of enforcement action. The healthcare professional can resume practice when appropriately enrolled in a required training program.

*Brief Adjudicative Proceeding (BAP):* An adjudicative process that relies on a document review, without testimony from individuals at a hearing, to resolve a case.

**GUIDELINES:**

In order to maintain a pharmacy intern registration, the registrant must be making timely progress toward graduation. RCW 18.64.080(3). When a registrant is no longer making timely progress toward graduation, the school, the registrant, or a third party notifies PQAC. PQAC then has several options.

1. PQAC can issue a Statement of Charges with a sanction of revoking the registrant's registration.
  - PQAC may choose this option when a registrant is no longer enrolled in pharmacy school due to alleged unprofessional conduct.
2. PQAC can issue notice to the registrant that his/her registration will be placed in inoperable status and will offer the registrant a Brief Adjudicative Proceeding pursuant to RCW 34.054.482-.494 if he/she wishes to contest the change in credential status.
  - PQAC may choose this option when a registrant is simply no longer enrolled in pharmacy school without any unprofessional conduct (i.e. leaving school for financial reasons, family reasons, or deciding that pharmacy school is not for him/her).