

Kansas Administrative Regulations

State Board of Pharmacy

Article 1.—Registration and Examination of Pharmacists

68-1-9. Pharmacist-in-charge; responsibilities.

(a) Each pharmacist-in-charge shall develop, supervise, and coordinate all pharmaceutical services performed within the pharmacy to ensure compliance with the Kansas pharmacy act, the state and federal uniform controlled substances act, the state and federal food, drug, and cosmetic act, and all applicable regulations.

(b) Each pharmacist-in-charge shall be personally available to the extent required to ensure comprehensive pharmaceutical services within the pharmacy and to develop a staff of additional licensed pharmacists and supportive personnel as necessary to serve the needs of the pharmacy. Each pharmacist-in-charge shall maintain records in the pharmacy describing the training and education regarding work functions performed by all pharmacy personnel. Each pharmacist-in-charge shall maintain in the pharmacy written procedures for the following:

(1) Designating the person or persons functioning as pharmacy technicians and supportive personnel;

(2) describing the job duties of all personnel;

(3) documenting the procedural steps taken by the pharmacist-in-charge to limit the functions of all personnel to their respective pharmacy work functions; and

(4) documenting training and related education for nondiscretionary tasks performed by pharmacy technicians.

(c) Each pharmacist-in-charge shall be responsible for direct supervision of all pharmacy personnel, for the security of the pharmacy, and for the security of all drugs in the pharmacy.

(d) Each pharmacist-in-charge shall ensure that the pharmacy maintains adequate drug information references commensurate with services offered and a current copy of the state laws and regulations listed in subsection (a).

(e) Each pharmacist-in-charge shall be responsible for establishing a drug recall procedure that can be effectively implemented.

(f) Each pharmacist-in-charge shall be responsible for developing written procedures for maintaining records of drug distribution, prepackaging, repackaging, and compounding. Prepackaging and repackaging of drugs shall be done in accordance with K.A.R. 68-7-15 and labeled in accordance with K.A.R. 68-7-16.

(g) Each pharmacist-in-charge shall be responsible for reviewing each published board newsletter and posting the newsletter in a conspicuous area within the pharmacy until publication of the next board newsletter.

(h)(1) Each pharmacist shall submit to the board, on a form provided by the board, notice of ceasing to serve as the pharmacist-in-charge at a pharmacy or facility required to have a pharmacist-in-charge no later than five days after ceasing to serve as the pharmacist-in-charge.

(2) Each pharmacist ceasing to serve as the pharmacist-in-charge shall inventory all controlled substances and drugs of concern, as defined by K.S.A. 65-1682 and amendments thereto, in the pharmacy or facility in accordance with the inventory requirements of K.A.R. 68-20-16 no more than two days before ceasing to serve as the pharmacist-in-charge and no later than the day ceasing to serve as the pharmacist-in-charge.

(3) Each pharmacist beginning to serve as the pharmacist-in-charge shall inventory all controlled substances and drugs of concern, as defined by K.S.A. 65-1682 and amendments thereto, in the pharmacy or facility in accordance with the requirements of K.A.R. 68-20-16 after beginning to serve as the pharmacist-in-charge but no more than two days after beginning to serve as the pharmacist-in-charge. The inventory may be taken simultaneously with the previous pharmacist-in-charge on the last day of the previous pharmacist-in-charge if both pharmacists are present in the pharmacy, actively participate in the inventory, and sign the inventory.

(4) If a pharmacist ceasing to serve as pharmacist-in-charge is unable to complete the inventory specified in paragraph (2) of this subsection or is terminated for a suspected or known violation of the Kansas pharmacy act, the pharmacy or facility owner shall request approval from the board to designate another pharmacist to

conduct the inventory. If the board approves the request, the pharmacy or facility owner may designate another pharmacist to conduct the inventory specified in paragraph (2) of this subsection within the designated time frame.

(Authorized by K.S.A. 2022 Supp. 65-1626 and K.S.A. 65-1630; implementing K.S.A. 2022 Supp. 65-1626, K.S.A. 65-1637c, K.S.A. 65-1642, and K.S.A. 65-1648; effective June 2, 2023.)

***** Authenticated Kansas Administrative Regulation *****