Chapter Phar 7

PHARMACY PRACTICE

Note: Chapter Phar 7 as it existed on December 31, 2020, was repealed and a new chapter Phar 7 was created, effective January 1, 2021.

Subchapter I — General

Phar 7.01 Definitions. In this chapter:

c1d XControl numberY means a unique number used to identify a repackaged drug or drug product in reference to a record that contains NDC, expiration date, and lot number.

c2d XManaging pharmacistY means a pharmacist who accepts responsibility for the operation of a pharmacy in conformance with all laws and rules pertinent to the practice of pharmacy, and who is personally in full and actual charge of the pharmacy and personnel.

c3d XNDCY means national drug code.

c4d XRepackaging for stockY means transferring a non-sterile drug product from the stock container in which it was distributed by the original manufacturer and placing it into a different stock container as a source for subsequent prescription dispensing without further manipulation of the drug.

c5d XStanding orderY means an order transmitted electronically or in writing by a practitioner for a drug or device that does not identify a particular patient at the time it is issued for the purpose of drug or device dispensing or administration to individuals that meet criteria of the order.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.02 Prescription. c1d REQUIREMENTS. A prescription drug order shall include all of the following:

cad Date of issue.

cbd First and last name and address of the practitioner.

ccd Prescriptions ordered by a delegate of the practitioner shall include the first and last name of the delegate and the first and last name and address of the practitioner.

cdd Name, strength, and quantity of the drug product or device.

ced Directions for use of the drug product or device.

cfd Refills, if any.

cgd Symptom or purpose for which the drug is being prescribed if the patient indicates in writing to the practitioner that the patient wants the symptom or purpose for the prescription to be disclosed on the label.

chd Name and address of the patient except as provided in ss. 118.2925 c3d, 255.07 c2d, 441.18 c2d cad 1., 448.035 c2d and 448.037 c2d cad 1., Stats.

cid If prescription is issued under s. 118.2925 c3d, Stats., the name and address of the school.

cjd If prescription is issued under s. 255.07 c2d, Stats., the name and address of the authorized entity or individual.

ckd Practitioner[s written signature, or electronic or digital signature.

c2d STANDING ORDER. cad A prescription pursuant to a standing order shall include all of the following:

1. Date of issue.

2. First and last name and address of the practitioner.

3. Prescriptions ordered by a delegate of the practitioner shall include the first and last name of the delegate and the first and last name and address of the practitioner.

4. Name, strength, and quantity of the drug product or device.

5. Directions for use of the drug product or device.

6. Refills, if any.

7. Name and address of the patient except as provided in ss. 118.2925 c3d, 255.07 c2d, 441.18 c2d cad1., 448.035 c2d and 448.037 c2d cad 1., Stats.

8. If prescription is issued under s. 118.2925 c3d, Stats., the name and address of the school.

9. If prescription is issued under s. 255.07 c2d, Stats., the name and address of the authorized entity or individual.

10. An indication that the prescription is pursuant to a standing order.

cbd A copy of the standing order shall be retained under s. Phar 7.11 c1d.

c3d ELECTRONIC PRESCRIPTION. cad Except as provided in s. 89.068 c1d ccd 4., Stats., and as otherwise prohibited by law, a practitioner may transmit a prescription order electronically only if the patient approves the transmission and the prescription order

is transmitted to a pharmacy designated by the patient. Prescription orders transmitted by facsimile machine are not considered electronic prescription orders; but rather, written prescription orders.

cbd The prescribing practitioner[s electronic signature, or other secure method of validation shall be provided electronically with a prescription order.

c4d VERBAL PRESCRIPTION. Verbal prescription orders may be received at a pharmacy via a direct conversation, telephone answering device or voice mail. The verbal prescription shall be reduced to writing or entered into a computer system under s. Phar 7.11 c2d and the prescription record shall indicate the pharmacist responsible for the accuracy of the prescription information.

c5d ALTERATIONS. Any alterations that modify the original intent of a prescription shall be documented including the identification of the pharmacist responsible for the alteration and the practitioner or practitioner[s delegate who authorized the alteration.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c1d cjd, c2d cad 9., 10. made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.03 Drug utilization review. c1d A pharmacist shall complete a drug utilization review by reviewing the patient record prior to dispensing each prescription drug order for all of the following:

cad Known allergies.

cbd Rational therapy.

ccd Contraindications.

cdd Reasonable dose, duration of use, and route of administration, considering the age and other patient factors.

ced Reasonable directions for use.

cfd Potential or actual adverse drug reactions.

cgd Drug interactions with food, beverages, other drugs or medical conditions.

chd Therapeutic duplication.

cid Reasonable utilization and optimum therapeutic outcomes.

cjd Potential abuse or misuse.

c2d Upon recognizing a concern with any of the items in sub. c1d cad to cjd, the pharmacist shall take steps to mitigate or resolve the problem.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c1d cdd made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.04 Transferring prescription order information. c1d GENERAL REQUIREMENTS. cad A transfer of prescription order information between pharmacies licensed in this state or another state, for the purpose of original or refill dispensing of non-controlled substances and refills of controlled substances, may occur if all of the following conditions are satisfied:

1. The transfer of prescription order information is communicated in one of the following ways:

a. Verbal communication between two pharmacists.

b. Electronically or by facsimile machine between the two pharmacies.

2. A transfer of prescription information verbally shall be reduced to writing or entered into a computer system under s. Phar 7.11 c2d and the prescription record shall indicate the pharmacist responsible for the accuracy of the prescription information.

cbd A pharmacist shall transfer a prescription upon patient request pursuant to this section.

c2d NON-CONTROLLED SUBSTANCES. The transfer of prescription order information for non-controlled substances for the purposes of original or refill dispensing is permissible pursuant to the following requirements:

cad The prescription record of the transferred prescription shall include the following information:

1. The word XVOIDY is written on the face of the invalidated prescription order or recorded in a similar manner to XVOIDY on a prescription order in a computer system meeting the requirements of s. Phar 7.11 c2d cad.

2. The name and address of the pharmacy to which it was transferred, the date and the first and last name of the pharmacist transferring the information are recorded on the invalidated prescription order or in a computer system meeting the requirements s. Phar 7.11 c2d cad.

cbd Unless a computer system meeting the requirements in sub. c4d is used, the transferred prescription order information shall include the following:

1. The word XTRANSFERY on the face of the transferred prescription order or recorded in a similar manner in a computer system.

2. The first and last name and address of the patient, the first and last name and address of the prescribing practitioner.

3. Name, strength, form and quantity of the drug product or device prescribed and the directions for use.

4. The date of issuance of the original prescription order, the original prescription order number, the original number of refills authorized on the original prescription order and the date of original dispensing if the prescription order has previously been dispensed.

5. The number of valid refills or total quantity remaining and the date of the last refill.

6. The pharmacy[s name and address from which the prescription order information was transferred.

7. The first and last name of the pharmacist transferring and receiving the prescription order information.

c3d CONTROLLED SUBSTANCES. The transfer of original prescription information for a controlled substance listed in Schedule III] V shall meet the following requirements:

cad The transfer of prescription order information is permissible only on a one-time basis. Pharmacies electronically sharing a computer system meeting the requirements of sub. c4d may transfer up to the maximum refills permitted by law and the prescriber[s authorization.

cbd Notwithstanding sub. c1d cad, the transfer shall be communicated directly between 2 licensed pharmacists.

ccd The transferring pharmacist shall do all of the following:

1. Write the word XVOIDY on the face of the invalidated prescription. For electronic prescriptions, information that the prescription has been transferred shall be added to the prescription record.

2. Record on the reverse of the invalidated prescription or in the electronic prescription record all of the following:

a. Name, address and DEA registration number of the pharmacy to which it was transferred.

b. The first and last name of the pharmacist receiving the prescription order.

3. Record the date of the transfer.

4. Record the first and last name of the pharmacist transferring the information.

cdd For paper prescriptions and prescriptions received verbally and reduced to writing by the pharmacist, the pharmacist receiving the transferred prescription information shall write the word XTRANSFERY on the face of the transferred prescription

and reduce to writing all information required to be on the prescription, including all of the following:

1. Date of issuance of the original prescription order.

2. Original number of refills authorized on the original prescription order.

3. Date of original dispensing.

4. Number of valid refills remaining and the dates and locations of previous refills.

5. Pharmacy[s name, address, DEA registration number, and prescription number from which the prescription information was transferred.

6. First and last name of the pharmacist making the transfer.

7. Pharmacy[s name, address, DEA registration number, and prescription number from which the prescription was originally filled.

ced For electronic prescriptions being transferred electronically, the transferring pharmacist shall provide the receiving pharmacist with the original electronic prescription data and all of the following:

1. The date of the original dispensing.

2. The number of refills remaining and the dates and locations of previous refills.

3. The transferring pharmacy[s name, address, DEA registration number, and prescription number for each dispensing.

4. The first and last name of the pharmacist transferring the prescription.

5. The name, address, DEA registration number, and prescription number from the pharmacy that originally filled the prescription, if different.

c4d USE OF SHARED COMPUTER SYSTEM. A shared computer system used for transferring prescription order information shall, in addition to meeting the requirements of s. Phar 7.11 c2d cad, contain a shared real time electronic file database with a complete record of all prescriptions filled and dispensed.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c3d cdd cintro.d made under s. 35.17, Stats., Register December 2020 No. 780; CR 21-074: am. c3d cintro.d Register June 2023 No. 810, eff. 7-1-23.

Phar 7.05 Label requirements. c1d This section does not apply to institutional pharmacies as defined in s. Phar 7.50 c3d.

c2d All prescribed drugs or devices shall have a label attached to the container disclosing all of the following:

cad Identification of the patient by one of the following:

1. Except as provided in subds. 2. to 5., the first and last name of the patient.

2. For an antimicrobial drug dispensed under s. 450.11 c1gd, Stats., the first and last name of the patient, if known, or the words, Xexpedited partner therapyY or the letters XEPTY.

3. For an opioid antagonist when delivered under s. 450.11 c1id, Stats., the first and last name of the person to whom the opioid antagonist is delivered.

4. For an epinephrine auto-injector prescribed under s. 118.2925 c3d or 255.07 c2d, Stats., the name of the school, authorized entity, or other person specified under s. 255.07 c3d, Stats.

5. If the patient is an animal, the last name of the owner, name of the animal and animal species.

cbd Symptom or purpose for which the drug is being prescribed if the prescription order specifies the symptom or purpose.

ccd Name and strength of the prescribed drug product or device dispensed, unless the prescribing practitioner requests omission of the name and strength of the drug product or device.

cdd The date for which the medication shall not be used after.

ced Pharmacy name, address and telephone number.

cfd Prescriber name.

cgd Date the prescription was filled.

chd Prescription order number.

cid Quantity.

cjd Number of refills or quantity remaining.

ckd Directions for use of the prescribed drug or device as contained in the prescription order.

c3d A label for prescribed drugs or devices may include the following:

cad Symptom or purpose for which the drug is being prescribed if requested by the patient.

cbd Both the generic name of the drug product equivalent and the brand name specified in the prescription order may be listed on the label if the brand name is listed on the prescription and the drug product equivalent is dispensed, unless the prescribing practitioner requests that the brand name be omitted from the label.

ccd Written or graphic product descriptions.

cdd Any cautions or other provisions.

c4d Subsection c2d does not apply to complimentary samples of drug products or devices dispensed in original packaging by a practitioner to his or her patients.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.06 Repackaging for stock. A pharmacy repackaging for stock any non-sterile drugs shall do all of the following:

c1d The repackaging for stock process is conducted under conditions that ensure the integrity of the drug.

c2d Products repackaged for stock shall include a beyond use date that ensures the integrity of the drug.

c3d The repackaged container shall be selected to mitigate adulteration from light, temperature and humidity.

c4d The repackaged for stock drugs are labeled physically or electronically with all the following components:

cad Drug name, strength, form and beyond use date.

cbd One of the following identifiers:

1. Pharmacy control number.

2. NDC number and manufacturer lot number.

3. Name of manufacturer or distributer of the drug product, and the manufacturer lot number.

c5d Records of all repackaging for stock operations are maintained and include all the following:

cad Name, strength, form, quantity per container, and quantity of containers.

cbd NDC number or the name of the manufacturer or distributor of the drug product.

ccd Manufacturer lot number.

cdd Original container[s expiration date and the beyond-use date for the new containers.

ced First and last name of the pharmacist or delegate that repackaged the drug and the first and last name of the pharmacist that verified the accuracy of the repackaging.

cfd Date of repackaging.

cgd Any pharmacy control numbers.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.07 Final check. c1d A final check of accuracy

and correctness is required for any prescription drug product or device dispensed and shall include all of the following:

cad Verifying label is correct and meets labeling requirements.

cbd Verifying the drug product or device is correct.

ccd Completion of the drug utilization review.

c2d For all prescription drug products or devices dispensed by a pharmacist, the prescription record shall identify the pharmacist responsible for each part of the final check. If sub. c1d cad or cbd is completed by a pharmacy product verification technician under s. Phar 7.14 or automated technology under s. Phar 7.55, the prescription record shall identify the pharmacy product verification technician performing the check.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; EmR2303: emerg. am. c2d, eff. 2-3-23; CR 23-072: am. c2d Register August 2024 No. 824, eff 9-1-24.

Phar 7.08 Patient consultation. c1d A pharmacist shall provide the patient or patient[s agent consultation to optimize proper use of a prescription drug or device, that meets any of the following:

cad Has not been dispensed previously to the patient.

cbd Is a change in therapy.

ccd Upon request of a patient or patient[s agent.

cdd Whenever deemed necessary based upon the professional judgement of the dispensing pharmacist.

c2d Notwithstanding sub. c1d, consultation is not required when one of the following occurs:

cad A drug or device will be administered, by ingestion, inhalation, injection, or any other route, by or in the presence of one of the following:

1. An individual with a scope of practice that includes the administration of a drug or device.

2. A delegate of an individual with authority to delegate the administration of a drug or device.

cbd A patient or patient[s agent refuses consultation.

c3d Consultation shall contain any of the following information that, in the pharmacist[s professional judgment, serves the best interest of the patient:

cad Name and description of the drug.

cbd Form, dose, route of administration and duration for drug therapy.

ccd Intended use of the drug and expected action.

cdd Directions and precautions for the preparation, administration, and use.

ced Common severe side or adverse effects or interactions and therapeutic contraindications that may be encountered, including their avoidance, and the action required if they occur.

cfd Techniques for self-monitoring drug therapy.

cgd Action to be taken in the event of a missed dose.

chd Proper storage and appropriate disposal method of unwanted or unused medication.

c4d The consultation required in this section shall be communicated verbally when in the pharmacist[s professional judgment it is in the best interest of the patient.

c5d A pharmacist shall provide the patient or patient[s agent, for all consultations required under sub. c1d, a written patient drug education monograph.

c6d The consultation required in this section may occur before or after delivery of the prescription to the patient or patient[s agent.

c7d Every licensed pharmacy dispensing directly to a patient or patient[s agent inside the pharmacy shall conspicuously post a board approved sign stating a patient[s rights to pharmacist consultation and information on how to file a complaint to the board.

c8d A prescription drug or device delivered by common carrier, mail, or delivery service or picked up at a drive through window shall include a copy of information which is board-approved stating a patient[s rights to pharmacist consultation and information on how to file a complaint to the board.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c3d cdd made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.085 Delivery by common carrier or delivery services. Utilization of common carrier or delivery services to deliver a prescription to a location of the patient[s choice from the pharmacy which fills the prescription to the patient or patient[s agent shall ensure all of the following:

c1d The delivery method is appropriate to prevent drug adulteration.

c2d The patient or patient[s agent is provided a method by which the patient or patient[s agent can notify the pharmacy as to any irregularity in the delivery of the prescription drug product or device, including all of the following:

cad Timeliness of delivery.

cbd Condition of the prescription drug upon delivery.

ccd Failure to receive the proper prescription drug product or device.

c3d Any prescription drug product or device which is compromised or lost shall be replaced by the pharmacy at no additional cost to the patient. If the timeliness of the replacement will lead to an interruption in therapy, a pharmacist at the dispensing pharmacy shall take steps to mitigate patient harm.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.09 Procurement, recall and out-of-date drugs and devices. c1d A pharmacy shall have a system for identifying a drug or device subjected to a product recall and for taking appropriate actions as required by the recall notice.

c2d A drug or device may not be dispensed after the drug[s or device[s expiration date or beyond use date. Outdated drugs or devices shall be removed from dispensing stock and shall be quarantined until such drugs or devices are properly disposed.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.10 Return or exchange of health items. c1d In this section:

cad XHealth itemY means drugs, devices, hypodermic syringes, needles or other objects for injecting a drug product, or items of personal hygiene.

cbd XOriginal containerY means the container in which a health item was sold, distributed, or dispensed.

ccd XTamper-evident packageY means a package that has one or more indicators or barriers to entry which, if breached or missing, can reasonably be expected to provide visible evidence that tampering has occurred.

c2d No health item after taken from a pharmacy where sold, distributed or dispensed, may be returned to that pharmacy, except for any of the following:

cad Where the health item was dispensed in error, was defective, adulterated, or misbranded.

cbd When in the professional judgment of the pharmacist substantial harm could result to the public or patient if it were to remain in the possession of the patient, patient[s family or agent, or other person.

ccd A health item that is prepackaged for consumer use with-

out a prescription when returned in compliance with all applicable state and federal laws.

Note: The DEA does not permit the return of controlled substances to a pharmacy from a non-DEA registrant under any circumstances.

c3d A health item returned to a pharmacy pursuant to sub. c2d cad and cbd, may not be sold, resold, or repackaged and sold or resold, given away, or otherwise distributed or dispensed. A returned health item shall either be destroyed at the pharmacy or delivered for destruction or other disposal by an authorized person or entity.

c4d It is not a return of a health care item if a patient or agent of a patient delivers a previously dispensed drug or device to a pharmacy for the purpose of repackaging and relabeling of that previously dispensed drug or device, and subsequent return of the drug or device is for the same patient[s use.

Note: The DEA does not permit the return of controlled substances to a pharmacy from a non-DEA registrant under any circumstances.

c5d It is not a return of a health care item if a patient or agent of a patient delivers a previously dispensed drug or device to a pharmacy for the purpose of destruction at the pharmacy or other disposal by an authorized person or entity.

c6d This section does not prohibit participation in a drug repository program in accordance with ch. DHS 148.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.11 Pharmacy records. c1d GENERAL. Pharmacy records shall be maintained for a minimum period of 5 years unless otherwise specified in state or federal law.

c2d PRESCRIPTION RECORDS. cad A computerized system may be used for maintaining a record, as required under this section, of prescription dispensing and transfers of prescription order information for the purposes of original or refill dispensing if the system is:

1. Capable of producing a printout of any prescription data which the user pharmacy is responsible for maintaining.

2. Equipped with an auxiliary procedure which, during periods of down-time, shall be used for documentation of prescription dispensing. The auxiliary procedure shall ensure that prescription refills are authorized by the original prescription order, that the maximum number of prescription refills has not been exceeded and that all of the appropriate data are retained for on-line entry as soon as the computer system is again available for use.

cbd A record of all prescriptions dispensed shall be maintained for a minimum period of 5 years after the date of the last refill.

ccd All systems used for maintaining a record of any prescription dispensing shall contain all items required in the medical profile record system.

cdd A paper prescription for non-controlled substances may be scanned and stored electronically in the computer system under par. cad. For purposes of this chapter, the prescription becomes an electronic prescription.

c3d MEDICATION PROFILE RECORD SYSTEM. cad An individual medication profile record system shall be maintained in all pharmacies for humans and non-humans for whom prescriptions, original or refill, are dispensed. The system shall be capable of permitting the retrieval of information.

cbd The following minimum information shall be retrievable:

1. Patient[s first and last name, or if not human, name of pet, species and last name of owner.

2. Address of the patient.

3. Birth date of the patient or, if not human, birth date of the owner.

4. Name of the drug product or device dispensed.

5. Strength of the drug product or device dispensed.

6. Form of the drug product or device dispensed.

7. Quantity of the drug product or device prescribed, dispensed and remaining.

8. Number of refills prescribed.

9. Directions for use.

10. Prescription order number.

11. Original date of issue.

12. Dates of dispensing.

13. Prescriber[s first and last name.

ccd The pharmacist shall be responsible for attempting to ascertain and record any patient allergies, adverse drug reactions, drug idiosyncrasies, and any chronic conditions which may affect drug therapy as communicated by the patient or agent of the patient. If none, this should be indicated.

cdd Medication profile records shall be maintained for a minimum period of 5 years following the date of the last dispensing.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c1d, c3d cbd 3. made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.12 Delegation by a physician. The pharmacist shall document the delegation by a physician under s. 450.033, Stats. The delegated act may not be started prior to the documentation. The documentation shall be maintained for a minimum of 5 years after the last delegated act under that delegation.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.13 Administration of drug products and devices other than vaccines. c1d In this section, Xcourse of studyY means one or more classes, workshops, seminars, or continuing education programs.

c2d A pharmacist may administer a drug product, as defined in s. 450.01 c11d, Stats., or device, as defined in s. 450.01 c6d, Stats. After the pharmacist administers a prescribed drug product or device, the pharmacist, a person engaged in the practice of pharmacy under s. 450.03 c1d cfd or cgd, Stats., or the pharmacist[s agent shall notify the prescribing practitioner or enter the information in a patient record system shared by the prescribing practitioner.

c3d A pharmacist may not administer by injection a prescribed drug product or device unless the pharmacist has successfully completed a course of study and training in administration technique conducted by a course provider approved by the Accreditation Council for Pharmacy Education or the board.

c4d A person engaged in the practice of pharmacy under s. 450.03 c1d cfd or cgd, Stats., may not administer a prescribed drug product or device unless the person satisfies all of the following:

cad Successfully completes a course of study and training in administration technique conducted by a course provider approved by the Accreditation Council for Pharmacy Education or the board.

cbd Administers the prescribed drug product or device only under the direct supervision of a pharmacist who has successfully completed a course of study and training in administration technique conducted by a course provider approved by the Accreditation Council of Pharmacy Education or the board.

ccd After administering the prescribed drug product or device, notifies the prescribing practitioner or enters the information in a patient record system shared by the prescribing practitioner.

c5d The board may approve courses of study which meet cri-

teria substantially equivalent to criteria used by the Accreditation Council for Pharmacy Education.

c6d A course of study and training in administration technique shall include all of the following topics:

cad Safe injection practices to prevent infections.

cbd Anatomy.

ccd Proper injection techniques.

cdd The 5 rights of administration including right patient, right drug, right dose, right route, and right time.

ced Patient reassessment after administration including signs and symptoms of adverse drug reactions.

cfd Best practices in documentation of the medication administration.

c7d This section does not apply to the administration of vaccines.

Note: To administer a vaccine a pharmacist must meet the requirements in s. 450.035, Stats.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c6d cdd made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.14 Pharmacy product verification technician-check-pharmacy technician. c1d DEFINITIONS. In this section:

cad XPharmacy product verification technicianY means a registered pharmacy technician to whom the pharmacist has delegated the task of product verification.

cbd XPharmacy product verification technician-check- pharmacy technicianY means the process in which a pharmacy product verification technician conducts the task of product verification of technical dispensing functions completed by a pharmacy technician. A pharmacy product verification technician may not conduct product verification as part of the final check of their own product preparation.

ccd XProduct verificationY means doing a check of the accuracy and correctness of a product, including drug, strength, formulation, as part of the final check and ensure the product has not reached its expiration or beyond use date.

cdd XSupervising pharmacistY means the pharmacist licensed in this state, who is responsible for the operations and outcomes of product verification done by a pharmacy product verification technician and ensuring for direct supervision of the pharmacy product verification technician.

c2d PHARMACY PRODUCT VERIFICATION TECHNICIAN QUALIFICATIONS. A pharmacist may delegate the product verification of a prescription or chart order to a pharmacy technician who meets all of the following:

cbd Completed an accredited pharmacy technician training program or has a minimum of 500 hours of experience in product selection, labeling and packaging.

ccd Completed a didactic and practical training curriculum approved by the supervising and managing pharmacist that includes training in all of the following:

1. Elements of correct product including all of the following:

a. Drug name.

b. Strength.

c. Formulation.

d. Expiration date.

e. Beyond use date.

2. Common dispensing medication errors and concepts including all of the following:

a. Wrong medication.

b. Wrong strength.

c. Wrong formulation.

d. Extra or insufficient quantity.

e. Omitted medications if utilizing unit dose or compliance packaging.

f. Expired medication.

g. Look-alike or sound-alike errors.

h. High-alert medications.

3. Eligible products for pharmacy product verification technician-check-pharmacy technician.

4. Organizational policies and procedures on reporting of medication errors.

5. Overview of the medication use process including all of the following:

a. Procurement.

b. Ordering.

c. Dispensing.

d. Administration.

e. Monitoring.

6. A practical training designed to assess the competency of the pharmacy technician prior to starting the validation process. The practical training shall include simulation of at least 2 occurrences of each of the following:

a. Wrong drug.

b. Wrong strength.

c. Wrong formulation.

d. Omitted medication, if utilizing unit dose or compliance packaging.

cdd Completed the following validation process:

1. The pharmacy technician being validated shall make a product verification on the work of a pharmacist or another pharmacy technician for accuracy and correctness of a minimum of 500 product verifications over a minimum of 5 separate days and achieve an accuracy rate of at least 99.8%.

2. A pharmacist shall audit 100% of the product verifications made by the pharmacy technician during the validation process.

ced Notwithstanding pars. cbd to cdd, an individual who completed the board[s pilot program validation process between October 1, 2016 and September 30, 2019, meets the pharmacy product verification technician qualifications unless the individual fails to meet the quality assurance standards under sub. c4d.

c3d ELIGIBLE PRODUCT. cad *Institutional pharmacies.* The pharmacy product verification technician may do the product verification in an institutional pharmacy if all of the following requirements are met:

1. The source drug product or device is in an original package from a manufacturer or a licensed pharmacist has ensured that the source package is labeled with the correct name, strength, form, control or lot number, and beyond use or expiration date.

2. A drug utilization review performed by a pharmacist prior to dispensing.

3. The drug product will be administered by an individual authorized to administer medications at the institution where the medication is administered.

cbd *Community pharmacies.* The pharmacy product verification technician may do the product verification in a community pharmacy if all of the following requirements are met:

1. The source drug product or device is in an original package from a manufacturer or a licensed pharmacist has ensured that the source package is labeled with the correct name, strength, form, control or lot number, and beyond use or expiration date.

2. A drug utilization review performed by a pharmacist prior to dispensing.

3. A non-pharmacist shall be able to check the accuracy of the medication by one of the following:

a. The drug product or device is in the original packaging from a manufacturer.

b. The drug product or device includes a description of the drug product or device on the prescription label.

c. The pharmacist shows the patient or patient[s agent the drug product or device and provides a monograph that includes a description of the drug product or device.

c4d QUALITY ASSURANCE. cad A minimum of 5% of each pharmacy product verification technician[s verifications shall be audited by a licensed pharmacist. The accuracy of each pharmacy product verification technician shall be tracked individually.

cbd A record of each pharmacy product verification technician-check-pharmacy technician audit shall include all of the following:

1. Name of the pharmacy product verification technician.

2. Total number of product verifications performed.

3. Number of product verifications audited by the pharmacist.

4. Percentage of product verifications audited by pharmacist.

5. Percentage of accuracy.

6. Number of product verification errors identified.

7. Type of error under sub. c2d ccd 2. a. to c. and e.

ccd On a quarterly basis, the supervising pharmacist shall perform an assessment of each pharmacy product verification technician[s previous 12 months accuracy and correctness of pharmacy product verifications including a review of the quality assurance log.

cdd A pharmacy product verification technician shall be revalidated if the individual fails to maintain a product verification accuracy rate of 99.8% based on the quarterly assessment of the previous 12 months or has not performed verifications within the last 6 months.

c5d POLICIES AND PROCEDURES. Each pharmacy shall maintain policies, procedures, and training materials for the pharmacy product verification by technicians which shall be made available to the board upon request.

c6d RECORDS. cad Each pharmacy shall maintain for 5 years the following records:

1. All validation records of each pharmacy product verification technician that include the dates that the validation occurred, the number of product verifications performed, the number of product verification errors, and overall accuracy rate.

2. Documentation indicating accepting responsibility for compliance with this section, signed and dated by both the managing pharmacist and supervising pharmacist, indicating the name of the supervising pharmacist, and the dates the supervision responsibilities begin and end.

3. Quality assurance audits and quarterly assessments.

cbd Records shall be made available to the board upon request.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; corrections in c2d ced made under ss. 13.92 c4d cbd 12. and 35.17, Stats., and correction in c2d ccd 6. cintro.d, c4d cbd 7. made under s. 35.17, Stats., Register December 2020 No. 780; EmR2303: emerg. am. ctitled, c1d cad, cbd, cdd, c2d cintro.d, r. c2d cad, am. c2d cbd, ccd 3., 6., cdd 1., 2., ced, c3d cad cintro.d, cbd, c4d cad, cbd cintro.d, 1., ccd, cdd, c5d, c6d cad 1., 2., eff. 2-3-23; CR 23-072: r. and recr. ctitled, am. c1d cad, cbd, cdd, c2d cintro.d, r. c2d cad, am. c2d cbd, ccd 3., 6., cdd 1., 2., ced, c3d cad cintro.d, cbd cintro.d, 1., ccd, cdd, c5d, c6d cad 1., 2. Register August 2024 No. 824, eff. 9-1-24.

Phar 7.15 Consumer disclosures. **c1d** Each pharmacy shall post in a prominent place and maintain the consumer disclosures required in ss. 450.13 c5md and 450.135 c8md, Stats.

c2d A link to the 100 most commonly prescribed generic drug product equivalents as determined by the board, shall be maintained on the department[s website as required in s. 450.13 c5md cbd, Stats.

Note: Copies of the required consumer disclosures are located on the Department of Safety and Professional Service[s website: https:{{dsps.wi.gov.

c3d Pursuant to s. 450.13 c5md ccd, Stats., each pharmacy shall maintain and make available to the public a list of the drugs from the list in sub. c2d that are available for purchase at that pharmacy. The list shall be updated monthly, with all of the following information included:

cad Brand name.

cbd Generic equivalent drugs and biological products.

ccd Interchangeable biological products.

cdd Retail price.

c4d The list required under sub. c3d may differ depending on whether the drugs on the list from sub. c2d are available for purchase at a specific pharmacy.

History: CR 23-015: cr. Register April 2024 No. 820, eff. 5-1-24; correction in c2d made under s. 35.17, Stats., Register April 2024 No. 820.

Subchapter II — Central Shared Services

Phar 7.30 Definitions. In this subchapter:

c1d XCentral shared services pharmacyY means a pharmacy licensed in this state acting as an agent of an originating pharmacy.

c2d XLabeling pharmacyY means the central shared services pharmacy or originating pharmacy which is responsible for product verification under s. Phar 7.07 c1d cad and cbd.

c3d XOriginating pharmacyY means a pharmacy licensed in this state that uses a central shared services pharmacy.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.31 Requirements. An originating pharmacy may use a central shared services pharmacy only pursuant to the following requirements:

c1d The central shared services pharmacy either has the same owner as the originating pharmacy or has a written contract with the originating pharmacy outlining the services to be provided and the responsibilities of each pharmacy in fulfilling the terms of the contract.

c2d The central shared services pharmacy shall maintain a record of all originating pharmacies, including name, address and DEA number that it provides services to.

c3d The central shared services pharmacy and originating pharmacy maintain a written protocol delineating each pharmacy[s assumption of responsibility for compliance with state and federal law.

c4d Unless the central shared services pharmacy shares a computer system with the originating pharmacy meeting the requirements of s. Phar 7.04 c4d and contains the medication profile record under s. Phar 7.11 c3d, it may not perform drug utilization review under s. Phar 7.03 to satisfy the final check requirement under s. Phar 7.07 c1d ccd.

c5d The prescription label attached to the container shall contain the name and address of the labeling or originating pharmacy. The date on which the prescription was dispensed for purposes of s. 450.11 c4d cad 2., Stats., shall be the date on which the labeling pharmacy filled the prescription order.

c6d The originating pharmacy or central shared services pharmacy shall maintain the original of all prescription orders received for purposes of filing and recordkeeping as required by state and federal law.

c7d In addition to meeting the other recordkeeping requirements required by state and federal law, the central shared services pharmacy and originating pharmacy shall each maintain records to identify each of its pharmacists responsible for the final check under s. Phar 7.07 c1d.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Subchapter III — Delivery Systems and Remote Dispensing

Phar 7.40 Definitions. In this subchapter:

c1d XDelivery systemY means a structure, controlled by a pharmacy licensed in this state, that a prescription is placed in for patient pick-up.

c2d XSupervising pharmacyY means a licensed pharmacy that oversees the operations and administration of remote dispensing.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in ctitled made under s. 13.92 c4d cbd 2., Stats., Register December 2020 No. 780.

Phar 7.41 Delivery system. c1d A prescription shall be stored in a secure delivery system immediately upon delivery to the location of the delivery system. Only the patient or patient[s agent shall be able to open the door or locker containing only the patient[s prescription.

c2d The delivery system shall be designed in a manner which does not disclose protected health information.

c3d The delivery system shall maintain appropriate environmental controls, including temperature and humidity, to prevent drug adulteration.

c4d The use of a delivery system does not create an exemption to s. 450.11 c1bd, Stats.

c5d A log shall be maintained by the dispensing pharmacy of all prescriptions delivered to the delivery system.

c6d The delivery system shall be inventoried at least weekly and a list of unclaimed prescriptions shall be reviewed by a pharmacist.

c7d The managing pharmacist shall establish written policies and procedures for all of the following:

cad Stocking of the delivery system.

cbd Determining access to the delivery system.

ccd Detection and mitigation of diversion and theft.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c1d made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.42 Automated direct-to-patient dispensing system. c1d In this section Xsupervising practitionerY means the practitioner who is responsible for the operation of the automated direct-to-patient dispensing system and requirements of this section.

c2d An automated direct-to-patient dispensing system in a secure and professionally appropriate environment in any of the locations under s. 450.062 c1d to c4d, Stats., may operate for purposes of practitioner dispensing. The supervising practitioner will ensure all of the following requirements are met:

cad Individuals with access to the automated direct-to-patient dispensing system for the purpose of stocking, inventory, and monitoring shall be limited to the supervising practitioner or a delegate.

cbd The automated direct-to-patient dispensing system shall label the prescription in compliance with s. Phar 7.05.

ccd The automated direct-to-patient dispensing system shall maintain records of all prescription fills and dispenses in compliance with s. Phar 7.11 c1d.

cdd The reporting of all monitored prescription drugs dispensed from the automated direct-to-patient dispensing system to the prescription drug monitoring program.

c3d The supervising practitioner or delegate shall establish written policies and procedures for automated direct-to-patient dispensing system for all of the following:

cad Stocking.

cbd Determining access.

ccd Detection and mitigation of diversion and theft.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c2d cintro.d made under s. 35.17, Stats., and correction in numbering of c3d cad to ccd made under s. 13.92 c4d cbd 7., Stats., Register December 2020 No. 780.

Phar 7.43 Remote dispensing. c2d LOCATION. A person engaged in the practice of pharmacy under s. 450.03 c1d cfd or cgd, Stats., a pharmacy technician registered under s. 450.068, Stats., or a pharmacy graduate as defined in s. Phar 1.02 c10md may dispense at any of the locations under s. 450.09 c2d cbd 1. a. to d., Stats.

c4d REQUIREMENTS. cad A remote dispensing location shall display a sign, easily viewable by customers, that states all of the following:

1. Prescriptions may be filled at this location.

2. This remote dispensing location is being supervised by a pharmacist employed by:

a. Name of pharmacy.

b. Address of pharmacy.

c. Telephone of pharmacy.

3. Patient has a right to pharmacist consultation and information on how to file a complaint to the board.

cbd Remote dispensing may not occur if a pharmacist is not available remotely.

ccd A prescribed drug or device may not be dispensed in the absence of the ability of a patient and pharmacist[s delegate to communicate with a pharmacist.

c5d DISPENSING REQUIREMENTS. Remote dispensing shall comply with all of the following:

cad Visually inspecting all prescription orders, labels and dispensed product.

cbd Labeling requirements under s. Phar 7.05. The prescription label shall contain the name and address of the remote dispensing site as the licensed facility from which the prescribed drug or device was dispensed.

ccd Final check under s. Phar 7.07.

cdd Federal law if dispensing controlled substances.

c6d RESPONSIBILITIES OF MANAGING PHARMACIST. The managing pharmacist responsible for the remote dispensing pharmacy shall do all of the following:

cad Have written policies and procedures for system operation, safety, security, accuracy and access.

cbd Implement an ongoing quality assurance program that monitors performance that includes the number of prescriptions dispensed per month, number of medication errors documented, loss or diversion, and documentation of remedial training to prevent future errors.

ccd Visit the remote dispensing location at least monthly to confirm delivery status of all drugs, to ensure written policies and procedures are being followed, and to ensure that remote dispensing personnel comply with all federal and state laws regulating the practice of pharmacy.

cdd Retain documentation of the visits at the remote dispensing location for a minimum of 5 years.

ced Documentation indicating accepting responsibility for

compliance with this section, signed and dated by the managing pharmacist.

c7d DELEGATE REQUIREMENTS. A person engaged in the practice of pharmacy under s. 450.03 c1d cfd or cgd, Stats., a pharmacy technician registered under s. 450.068, Stats., or a pharmacy graduate as defined in s. Phar 1.02 c10md shall meet the following requirements to remote dispense:

cad Be 18 years of age or older.

cbd Be a high school graduate or have equivalent education.

ccd Have completed 1500 hours of work as a pharmacist delegate within the 3 years prior to engaging in remote dispensing or completed an accredited pharmacy technician training program.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c2d, c4d cad 1. made under s. 35.17, Stats., Register December 2020 No. 780; EmR2213: emerg. r. c1d, am. c2d, c4d cbd, c5d cbd, c6d ctitled, cad cintro.d, 5., cbd, eff. 11-1-22; CR 23-054: r. c1d, am. c2d, r. c3d, am. c4d cad 2. cintro.d, cbd, r. c4d cdd, am. c5d cbd, r. and recr. c6d, am. c7d cintro.d Register August 2024 No. 824, eff. 9-1-24.

Subchapter IV — Institutional Pharmacies

Phar 7.50 Definitions. In this subchapter:

c1d XChart orderY means an order entered on the chart or a medical record of an inpatient or resident of an institutional facility by a practitioner or practitioner[s delegate for a drug product or device.

c2d XInstitutional facilityY means a facility, as defined in s. 647.01 c4d, Stats.; any hospital, nursing home, community-based residential facility, county home, county infirmary, county hospital, county mental health complex, or other place licensed or approved by the department of health services under s. 49.70, 49.71, 49.72, 50.03, 50.032, 50.033, 50.034, 50.35, 51.08, or 51.09, Stats.; a facility under s. 45.50, 51.05, 51.06, 146.903 c1d cbd, 233.40, 233.41, 233.42, or 252.10, Stats.; a hospice facility under s. 50.90 c1d ccd, Stats.; a county jail; and a correctional facility operated under the authority of the department of corrections.

c3d XInstitutional pharmacyY means a pharmacy that provides pharmacy services to an institutional facility. This definition is not for purposes under s. 450.09 c1d cad, Stats.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.51 Chart orders. A chart order shall contain all of the following:

c1d First and last name of the patient.

c2d Patient[s medical record number or date of birth.

c3d Date of issuance.

c4d Name, strength, and form of the drug product or device prescribed.

c5d Directions for use.

c6d The signature by one of the following methods:

cad If handwritten, the practitioner[s or delegate[s signature.

cbd Electronic signature of the practitioner or delegate.

c7d Chart orders prepared by a delegate of the practitioner shall include the first and last name of the delegate and the first and last name of the practitioner.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.52 Labels. All prescribed drug products and devices dispensed for administration by a health care provider at the institutional facility shall have a label attached to the container disclosing all of the following:

c1d Drug name, strength and form.

c2d Beyond use date or expiration date.

c3d Special storage conditions, if required.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.53 Security and access. **c1d** Arrangements shall be made in advance by the managing pharmacist for access of drugs by the health care staff of the institutional facility when dispensing by a pharmacist is not available.

c2d In the absence of a pharmacist, drugs shall be stored in a manner in which only authorized personnel may obtain access and is sufficiently secure to deny access to unauthorized persons.

c3d The managing pharmacist shall develop policies and procedures in place to mitigate and prevent theft and diversion.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Phar 7.54 Return or exchange of health items. **c1d** In this section:

cad XHealth itemY means drugs, devices, hypodermic syringes, needles or other objects for injecting a drug product, or items of personal hygiene.

cbd XOriginal containerY means the container in which a health item was sold, distributed, or dispensed.

ccd XTamper-evident packageY means a package that has one or more indicators or barriers to entry which, if breached or missing, can reasonably be expected to provide visible evidence that tampering has occurred.

c2d A health item which has been sold, distributed or dispensed, may be returned to the institutional pharmacy under s. Phar 7.10 c2d or if the health item has not left the control of the health care facility staff authorized to have access to prescription drug products.

c3d A health item returned to an institutional pharmacy may be sold, distributed, or dispensed to the institutional facility if all of the following apply:

cad The health item was never in the possession and control of the patient.

cbd The health item was sold, distributed or dispensed in a tamper-evident package and, for a drug product, includes the beyond use date or expiration date and manufacturer[s lot number.

ccd The health item is in its original container and the pharmacist determines the contents are not adulterated or misbranded.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c2d, c3d cintro.d made under s. 35.17, Stats., Register December 2020 No. 780.

Phar 7.55 Automated technology product verification. **c1d** DEFINITIONS. In this section:

cad XProduct verificationY means doing a check of the accuracy and correctness of a product, including drug, strength, formulation, and expiration or beyond use date, as part of the final check.

cbd XSupervising pharmacistY means the pharmacist licensed in this state who is responsible for the operations and outcomes of the product verification done by an automated technology.

c2d AUTOMATED TECHNOLOGY PRODUCT VERIFICATION QUALIFICATIONS. Product verification may be done only by an automated technology which meets all of the following:

cad Located within a licensed pharmacy.

cbd Utilizing barcodes or another machine-readable technology to complete the product verification.

ccd Validated by the following process:

1. The automated technology shall make a product verifica-

tion for accuracy and correctness of a minimum of 2500 product verifications and achieve an accuracy rate of at least 99.8%.

2. A pharmacist shall audit 100% of the product verifications made by the automated technology during the validation process.

cdd Revalidated if the software is upgraded or any component of the automated technology responsible for the accuracy and correctness of the product verification is replaced or serviced outside of the manufacturer[s standard maintenance recommendations.

c3d ELIGIBLE PRODUCT. The automated technology may do the product verification if the product meets all of the following:

cad Is dispensed in the original package from a manufacturer or if a licensed pharmacist has ensured that any repackaging results in a package that is labeled with the correct drug name, strength, formulation, control or lot number, and expiration or beyond use date.

cbd Has a drug utilization review performed by a pharmacist prior to delivery.

ccd Will be administered by an individual authorized to administer medications at the institution where the medication is administered.

c4d POLICIES AND PROCEDURES. Each pharmacy shall maintain policies, procedures, and training materials for the automated technology product verification which shall be made available to the board upon request.

c5d RECORDS. cad Each pharmacy shall maintain for 5 years the following records:

1. All validation records of each automated technology that include the dates that the validation occurred, the number of product verifications performed, the number of product verification errors, and overall accuracy rate.

2. Documentation indicating acceptance of responsibility for compliance with this section, signed and dated by both the managing pharmacist and supervising pharmacist, indicating the name of the supervising pharmacist and start and end dates of supervision.

3. Documentation of the completion of the manufacturer[s recommended maintenance and quality assurance measures.

4. Documentation of the dates of all software upgrades.

5. Documentation of all service performed outside of the manufacturer[s standard maintenance recommendations.

cbd Records shall be made available to the board upon request.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21.

Subchapter V — Uncredentialed Pharmacy Staff

Phar 7.60 Definition. In this subchapter, Xuncredentialed pharmacy staffY means any staff practicing in the pharmacy who are not otherwise licensed or registered under s. 450.03 c1d cfd, cgd, or cgmd, Stats.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; EmR2303: emerg. cr. cintro.d, c3d, eff. 2-3-23; CR 23-072: r. and recr. Register August 2024 No. 824, eff. 9-1-24.

Phar 7.62 Uncredentialed pharmacy staff. c1d This section does not apply to a person practicing pharmacy under s. 450.03 c1d cfd or cgd, Stats., or a pharmacy graduate as defined in s. Phar 1.02 c10md.

c2d A pharmacist shall provide direct supervision of uncredentialed pharmacy staff. A pharmacist shall be available to the uncredentialed pharmacy staff person for consultation either in person or contact by telecommunication means.

c3d An uncredentialed pharmacy staff person may not engage in the practice of pharmacy as defined in s. 450.01 c16d, Stats., or the practice of a pharmacy technician as defined in s. Phar 19.02.

c4d The prohibitions in sub. c3d, do not apply to a person completing an internship for purposes of meeting the internship requirement under s. 450.03 c2d cbd, Stats.

c5d A managing pharmacist shall provide training to or verify competency of an uncredentialed pharmacy staff person prior to the uncredentialed pharmacy staff person performing a delegated act.

c6d The managing pharmacist shall determine which acts may be delegated in a pharmacy. The managing pharmacist has a duty to notify all pharmacists practicing in that pharmacy which acts may be delegated to specific uncredentialed pharmacy staff. This record shall be provided to the board upon request.

c7d A pharmacist may delegate to an uncredentialed pharmacy staff person any delegated act approved by the managing pharmacist outside of the restrictions in sub. c3d.

History: CR 19-145: cr. Register December 2020 No. 780, eff. 1-1-21; correction in c3d cbd, c4d, c5d made under s. 35.17, Stats., Register December 2020 No. 780; CR 23-054: am. c1d Register August 2024 No. 824, eff. 9-1-24; EmR2303: emerg. am. ctitled, c1d, c2d, renum. c3d cintro.d to c3d and am., r. c3d cad to cdd, am. c5d to c7d, eff. 2-3-23; CR 23-072: r. and recr. ctitled, am. c2d, renum. c3d cintro.d to c3d and am., r. c3d cad to cdd, am. c5d to c7d Register August 2024 No. 824, eff. 9-1-24.