

Approved Technician Duties
Policy and Procedure #140

An employee of a pharmacy holding a pharmacy permit not registered with the SC Board of Pharmacy may perform many **clerical** functions associated with the practice of pharmacy. A non-registered employee is prohibited from performing the following functions:

- Entering data beyond demographic information (name, address, date of birth, gender, contact information, insurance, etc)
- Interpreting prescription drug orders
- Handling non-dispensed legend drugs or devices.
- Compounding of any over-the-counter or legend drug

A Registered or Certified Pharmacy Technician may perform many **clerical** functions associated with the practice of pharmacy at a facility holding a pharmacy permit. While fulfilling clerical functions, up to the point of dispensing requiring clinical interpretation and/or product selection, as defined in Section 40-43-30(15), registered or certified technicians would not be considered in the pharmacist to technician ratio as indicated by Sec. 40-43-86 (B)(4)(b).

A Registered Pharmacy Technician may perform many **technical** functions associated with the practice of pharmacy at a facility holding a pharmacy permit; however, even under the direct supervision of a pharmacist, the pharmacy technician is prohibited from performing the following functions:

- Performing any duty required by law or regulation to be performed by a state-certified technician, pharmacy intern or extern, or a pharmacist
- Administering immunizations
- Counseling a patient on a new or refill prescription
- Performing the final check on all aspects of the completed prescription
- Conducting or overriding a patient Drug Utilization Review and/or Drug Interaction Alerts
- Making clinical decisions based on medication reconciliation or history taking

The following duties may be performed by a **State Certified** Registered Technician after the supervising pharmacist carefully considers the individual's abilities and/or qualifications at a facility holding a pharmacy permit:

- Receiving and initiating verbal telephone orders for non-controlled prescriptions.
- Conducting a one-time transfer of a non-controlled prescription. This should in no way prohibit a future transfer of the same prescription.
- Checking a technician's refill of medications if the medication is to be administered by a licensed healthcare professional in an institutional setting.
- Checking a technician's repackaging of medications from bulk to unit dose in an institutional setting.

- Conducting monthly inspections of non-dispensing drug outlet permit sites, provided that inspection of the site does not require any clinical interpretation or review of patient charts or other patient-specific information, in which case the inspection must be completed by a pharmacist. A State Certified Registered Technician may not conduct inspections at any permitted site which engages in compounding. The consultant pharmacist of record shall conduct the inspection of the non-dispensing drug outlet permitted facility no less than every 6 months. If the inspection is conducted by a State Certified Registered Technician or another pharmacist, the consultant pharmacist must countersign the inspection form and send it to the non-dispensing permit site to retain for their records. The signed inspection form may be sent electronically. If a State Certified Registered Technician finds any deficiencies during the inspection, the person of contact at the permitted site must be contacted immediately and the consultant pharmacist must be notified within 24 hours.

As stated in Section 40-43-82(C), "...a certified technician is prohibited from checking another technician's fill, refill, or repackaging of medications for delivery to a patient in an outpatient setting."