



State of North Dakota
Doug Burgum, Governor

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STATE BOARD OF PHARMACY

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Mark J. Hardy, PharmD
Executive Director

TO: ALL CANDIDATES FOR EXAMINATION/LICENSURE AS PHARMACISTS

FROM: Mark J. Hardy, PharmD
Executive Director

RE: **NORTH DAKOTA PHARMACIST LICENSURE EXAMINATIONS
MAY – NDSU – School of Pharmacy - Fargo, North Dakota**

All candidates for licensure by examination in North Dakota **MUST** notify the Board in writing of their intent fifteen days before the scheduled exam. This does not mean send it postmarked *around* 15 days—it **must** be at the Board office **by May 1st**. You should indicate your intent by filling out the “Application for Licensure by Examination” which can be printed off our website at www.nodakpharmacy.com left-hand side Applications & Forms under InTerns. This form must be printed legibly or typed. It can be typed directly on the form located on the website and printed if you so choose. **PLEASE** give us your personal email not school email. Any questions please contact us. Thank you.

NDSU Graduates The Application for Examination can be used as your notification of your intent to sit for the ND Examinations, your Dean Signed Affidavit of hours certifies to your graduation and must be in your file three days prior to the examination date. Of course, we must have the *signed Affidavit* to certify your hours to any other state.

Non-NDSU graduates the Affidavit of Graduation is on our website- left-hand side *Applications & Forms* under Interns; must be completed by their College or School of Pharmacy prior to the examinations.

Also, with the application please include a recent photograph that is approximately 2 x 3 inches in size for identification purposes, and please submit one check for **\$125.00** [**\$100 for the exam & \$25 for your original license**] payable to: “*ND State Board of Pharmacy*”. This is for the exam and the original certificate. This is completely separate from your payment to NABP for the NAPLEX or MPJE. The North Dakota Board Examination consists of three parts: errors & omissions, orals and an operative examination. You are also required to take the NAPLEX and MPJE administered by the National Association of Boards of Pharmacy.

All candidates who have indicated by their intention to take the above mentioned examination will be **EMAILED** their specific examination schedule for errors & omissions and orals as well as their lab section for the operative exam around 10 days before the exam. **PLEASE** indicate

on the application the Email address that should be utilized to deliver the examination schedule.

Ten days prior to the examination, you **MUST** submit the completed and notarized “Affidavit/Progress Report”. This affidavit must be signed, notarized and submitted *even* if you do not intend to take the North Dakota Board Exam. The completed portfolio is also required and must be turned in whether or not you plan to take the North Dakota Boards. Electronic Portfolios will be accessed by the ND State Board of Pharmacy upon graduation. This is necessary for us to certify your graduation and eligibility for licensure exams to another State Board of Pharmacy. In order to have your externship hours certified to another state, the Board of Pharmacy **must** have on file a *signed* statement in writing indicating to which *state* you want the hours certified. In addition, you **must** include with this statement a *fee of \$20.00 per state*.

Please dress appropriately for the examination including a lab jacket. Also, bring to the examination any reference text(s) you prefer for the operative examination.

NAPLEX AND MPJE INFORMATION

- ALL NAPLEX and MPJE applications **MUST BE DONE ONLINE** at www.nabp.pharmacy—they will verify your eligibility with the Board of Pharmacy.
- You should complete:
- ONE NAPLEX application listing your PRIMARY STATE – and additional states to receive results
- MPJE application for EACH STATE you are taking boards in
- You ARE NOT eligible to take the NAPLEX or MPJE examinations until **AFTER** you have graduated—NO EXCEPTIONS!!

North Dakota is currently a state that has your NAPLEX and MPJE Exam results available online within seven business days of completing the exam through your NABP e-profile.

NORTH DAKOTA’S SECTION OF THE EXAMINATION PROTOCOLS

1. The North Dakota Practical Examination, which consists of: [Applications for Examination are on www.nodakpharmacy.com – left hand side, applications & forms] This Application should be in the Board Office at least fifteen days prior to the examination date.
 - a. A patient scenario with a recognized disease state and a medication profile. The licensure candidate is asked to review the profile and medications, to make suggestions to a Board Member relative to modifications in the patient’s medication regime and to compound one prescription prescribed for this patient.
 - b. An Errors and Omissions Examination consisting of 20 prescriptions. The licensure candidate looks at the original prescription and the filled prescription bottle. The licensure candidate is asked to identify if there is Prescription Error; Label Error; Drug Error; Packaging Error or No Error. There is 20 minutes allowed for this section.
 - c. An Oral Examination that consists of three or four licensure candidates at a time. Each Board Member asks each licensure candidate questions, which are answered orally. There is no specific studying necessary for this exam, as the Board Members can ask any question.

This examination is given over two days in May, depending upon how many candidates have registered. We must have a final count so we know how many to prepare for – that is why we **NEED** the paperwork as soon as possible.

Typically, an Orientation begins very early on the first day. Laboratory Sections of six to eight candidates each are scheduled at 60 minute intervals throughout the day, while other candidates are taking their Errors and Omissions Exam. On the second day, the Oral Examinations are scheduled in groups of three or four students rotating on a 3 x 20 minute schedule.

Specific Examination Schedules will be provided to each Candidate who files an Application for Examination with the Board Office once the registration deadline has passed and the schedule can be prepared.

If you have any further questions on the examination protocol, kindly contact the Board Office at: 1-701-877-2404 or by e-mail Eileen at ndboph2@ndboard.pharmacy or Executive Director Hardy at mhardy@ndboard.pharmacy.