



**Tony Evers, Governor**  
**Dawn B. Crim, Secretary**

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## Memorandum

Date: April 27, 2020  
To: Licensed Pharmacists  
From: Dawn B. Crim, Secretary-designee  
RE: Pharmacist License Renewal and Continuing Education Units (CEU)

As you know, we are in the midst of a public health emergency caused by the COVID-19 pandemic. Pharmacists are among those on the front lines and behind the scenes helping our state control the disease outbreak and treat patients. We appreciate the work you are doing to save lives and ensure the health and wellbeing of Wisconsin residents.

We understand that current circumstances are changing our working conditions and making much of life more challenging. We at the Department of Safety and Professional Services are working with Governor Evers, the Pharmacy Examining Board, and lawmakers to find ways to position our health care workforce to respond effectively. The board has issued a number of orders to provide pharmacists, health systems and drug wholesalers with the flexibility they need to meet the demands that this crisis may present. Further, the department has supported several of Governor Evers' orders that enable retired professionals and providers from other states to re-enter the workforce. Please visit our [website](#) for all DPS COVID-19 documents, including orders.

Also, the legislature passed [Act 185](#) with additional measures to help the state respond to and cope with this crisis. Act 185 suspends certain license renewals to allow health care workers to focus on providing care and not on administrative responsibilities. Because of that, the deadline for pharmacist license renewals has been extended through August 30, 2020. All licenses will remain active until August 31, 2020. Any unexpired licenses will expire on August 31, 2020.

We realize that COVID-19 has led to cancellations and postponements of conferences, conventions and other meetings where individuals often earned continuing education credit. If you are unable to complete your Continuing Education (CE) requirements because of COVID-19-related disruptions, you may request a CE waiver. Please indicate your request for a CE waiver when you file for renewal of your license. Please include a statement and any supporting documentation regarding your inability to complete CE requirements. Also note that we are suspending fees for CE waiver requests related to COVID-19. We will review each waiver request individually.

Granted waivers will not eliminate the need to complete CEs. Rather, we will renew licenses with a CE extension provision, which will expire on January 31, 2021. Any CE earned during the extension will first be applied to any 2020 renewal deficits. Once 2020 CE requirements are satisfied, any extra credits earned will be applied to the 2022 renewal period.

We understand this global pandemic is asking more of our providers and health systems than most of us ever anticipated. Our intent with these decisions is to alleviate concerns about meeting licensing requirements, given current circumstances. Thank you again for your professional service and for your work to promote public health and safety in Wisconsin.