

Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way
 Madison, WI 53705
 Phone Number: (608) 266-2112

LicensE Portal: License.wi.gov
 Email: dsp@wisconsin.gov
 Website: <http://dsp.wi.gov>

PHARMACY EXAMINING BOARD

MANAGING PHARMACIST NOTIFICATION AND REQUEST FORM

(For Wisconsin **In-State** Pharmacies only)

Complete the following and submit form to the Pharmacy Examining Board at the address listed above. You may fax or e-mail with facility cover sheet or cover letter to (608) 251-3036 or DSPSCredPharmacy@wisconsin.gov.

Type of notification or request (check one):

- Change in Managing Pharmacist Notification - Per Wis. Admin. Code § [Phar 6.03](#), the pharmacy owner shall report to the Board any change of managing pharmacist within five (5) days following the change. (Complete Section A **only**.)
- Managing Pharmacist Remote Dispensing Notification – Per Wisconsin [EmR2213](#) a managing pharmacist shall report to the Board if they are responsible for 5 or more remote dispensing sites. (Complete Section B **only**.)
- Managing Pharmacist Request for Approval – Per Wisconsin [EmR2213](#) a managing pharmacist shall not be responsible for more than 10 remote dispensing sites at any given time without approval from the Board. (Complete Sections B **and** C.)

SECTION A - Change in Managing Pharmacist Notification		
Pharmacy Name:		Pharmacy's License Number:
		-42
NEW MANAGING PHARMACIST		
Name:		License Number:
		-40
Starting Date:	Signature Date:	Pharmacist Signature: (If unable to provide a digital signature, please print and sign form.)
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	
PREVIOUS MANAGING PHARMACIST		
Name:		License Number:
		-40
Starting Date:	Ending Date:	
<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	

SECTION B - Managing Pharmacist Remote Dispensing Notification		
Managing Pharmacist Name:		License Number:
List ALL Wisconsin institutional pharmacies (limit one), community pharmacies (limit one), and remote dispensing sites (up to 10) for which you will serve as a managing pharmacist.		
Pharmacy/Remote Dispensing Site Name	License Number	Type
	-42	Institutional Pharmacy
	-42	Community Pharmacy
	-42	Remote Dispensing Site
	-42	Remote Dispensing Site

Section B is continued on Page 2.

