

NH Board of Pharmacy – Legal Time Limits

1. **Within 3 days:** The new pharmacist-in-charge must conduct a written inventory of all controlled substances. It is suggested that this be done with the "outgoing" pharmacist-in-charge.
2. **Within 1 Business day:** The pharmacist-in-charge or pharmacist on duty shall report to the board in writing, any theft or significant loss of controlled substances within one business day.
3. **Within 30 days:** The pharmacist-in-charge shall complete a New Hampshire Drug Loss Form (revised 5/2015) or DEA 106 Form and mail or fax to the Board as soon as the investigation into the loss is complete or within 30 days of the discovery of the loss.
4. **Within 15 days:** Notify the Board in writing of any changes in your name, address or employment.
5. **Within 15 days:** Prior to closing, notify the Board of Pharmacy and the Boston office of DEA, in writing, of the intended closing of a pharmacy.
6. **30 days:** After the expiration date stated on the label of a drug stock container, that product becomes an adulterated drug.
7. **72 hours:** In the ambulatory patient treatment areas of an institution, a medical practitioner may dispense drugs for the immediate needs of the patient but not to exceed a 72-hour supply and only if permitted by the institution.
8. **48 hours:** In a bona fide emergency - a physician may dispense from his/her inventory, a Schedule II controlled substance to a patient to meet his/her immediate medical needs. Such dispensing shall not, however, exceed a 48-hour supply.
9. **7 days:** In a bona fide emergency - a physician may dispense from his/her inventory, a Schedule III-V controlled substance to a patient to meet his/her immediate medical needs. Such dispensing shall not, however, exceed a 7-day supply.
10. **6 months:** A prescription for a controlled substance shall be valid for up to 6 months from the date of issue.
11. **12 months:** A prescription for syringes shall be valid for up to 12 months from the date of issue. There is no limit on the number of refills.
12. **1 year:** All non-controlled substance prescriptions bearing "PRN" or similar refill designations are valid for one year from the date of issue.
13. **Annually:** At midnight on December 31st, pharmacy permits expire. You must renew a pharmacy permit prior to this day or the pharmacy cannot open for business on January 1 if you fail to do so.
14. **Annually:** At midnight on December 31st, pharmacist licenses expire. You must submit your renewal for the upcoming year prior to this date or you cannot practice pharmacy in New Hampshire beginning January 1.
15. **4 years:** The time period for which all controlled and non-controlled substance prescription records of receipt and distribution must be retained.
16. **Biennially:** Pharmacy technician licenses expire biennially (every 2 years) on March 31 of every odd-numbered year.