



California State Board of Pharmacy
 2720 Gateway Oaks Drive, Suite 100
 Sacramento, CA 95833
 Phone: (916) 518-3100 Fax: (916) 574-8618
 www.pharmacy.ca.gov

Business, Consumer Services and Housing Agency
 Department of Consumer Affairs
 Gavin Newsom, Governor



IMPORTANT NOTICE – STERILE COMPOUNDING LICENSE

Please complete and submit this form if the sterile compounding license will expire in the next 120 days and an Important Notice was not received.

The name of the sterile compounding pharmacy and the address MUST match the license.

Name of Sterile Compounding Pharmacy	License Number	Expiration Date	
Address	City	State	Zip Code
Telephone Number	Email Address		

Section 4127.1(c) of the California Business and Professions Code prohibits the renewal of a California sterile compounding license until specific items have been reviewed by the board. To facilitate the renewal of your license, the board is seeking the following information from you within 30 days:

Written Policies and Procedures

Please indicate below (via your initials and date) if your policies and procedures have been revised since you last renewed your license or received your initial license. (See 16 California Code of Regulations, Section 1751, et seq.)

_____ There have been changes to this pharmacy’s sterile compounding policies and procedures in the last 12 months.

If there have been changes in your policies and procedures in the last year, please provide an electronic copy of the new policy and procedures to compounding.pharmacy@dca.ca.gov. Please use the pharmacy’s California sterile compounding license number (LSC and five-digit number) on the disk, CD or in the subject line of the e-mail to ensure proper identification. Please identify or list the changes to your procedures. You may enclose the disk or CD to the board, or e-mail the new policies and procedures. You may enclose the disk or CD changed policies and procedures with this letter if you do not send the changed procedures electronically.

Please indicate below (via your initials and date) if your policies and procedures have NOT been revised since you last renewed your license or received your initial license.

_____ There have been NO changes to this pharmacy’s sterile compounding policies and procedures in the last 12 months.

Do not submit your policies and procedures if there have been no changes.



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A copy of an inspection report issued by your state’s pharmacy licensing agency, or a report from a private accreditation agency approved by the California State Board of Pharmacy, for the prior 12 months documenting the pharmacy’s compliance with California’s regulations regarding the compounding of sterile drug products.

Please return this signed and dated letter to the board attention: Compounding Pharmacy License Renewal at the address listed above. A renewal notice will be mailed to you in approximately 60 days. However, your license will not be renewed until the required items have been received and reviewed, and the compliance inspection has been completed. Any delays in submitting this information within the next 30 days will impact the board’s ability to complete a timely inspection.

Pharmacist-in-Charge:

Print Name

Signature

Date