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## Dispensary Licensee Newsletter - November 2019

**Editor's Note:** This month we bring you news of a new compliance upload portal, a reminder on checking for recommending physicians, and updated product ID guidance.

- Board of Pharmacy's MMCP Staff

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### IMPORTANT UPDATES

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#### Compliance Upload Portal

The Board has developed a [Compliance Upload Portal](#) to allow for filing of compliance forms that require timely notification and response from the Board. The Compliance Upload Portal is not intended to accept all forms. The following forms are documents that can be uploaded into the Compliance Upload Portal:

Request for Medical Marijuana Manual OARRS Submission Variance	Required when POS system is unable to file OARRS (PMP) data within 5 minutes of transaction.
Medical Marijuana Dispensary Operational Request	Required to request specified operational changes. See specifics below.
Medical Marijuana Dispensary Incident Report	Required to report specified incidents. See specifics below.
Medical Marijuana Licensee Compliance Report	Required to report specified alleged violations. See specifics below.
Medical Marijuana Dispensary License Surety Bond	Dispensary Surety Bond form.
Temporary Certificate of Authority Form	Request for temporary Designated Representative due to termination, death, or incapacitation.
Dispensary Written Notice of Business Discontinuance	Notice of business discontinuance.
Request to Sell Medical Marijuana Device	Device submission form for Marketing and Advertising review.
Dispensary Temporary Access Request	Request for temporary visitor access to designated areas of dispensary.

A new tab is now available on [the Licensee Resources page of the MMCP website](#), under the heading "Forms And Guidance For Compliance Upload Portal."

#### Days' Supply Guidance

As a reminder, the "Purchase Summary" section at the bottom of a patient's Registry profile is not calculating correctly. The Board published the [correct days' supply remaining calculation in May](#). A corrected "Purchase Summary" will be integrated into the Registry soon.

In the meantime, the Board's Registry Support staff can clarify the correct days' supply remaining for a patient, and can also communicate that information to dispensaries.

**Please note: Board staff members cannot authorize dispensaries to dispense to a patient who does not have any days' supply remaining for that day.**

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## Residential Address Requirement

All licensed dispensary personnel must comply with OAC 3796:6-2-07 (licensing of AKE & KE employees) and 3796:6-2-08 (licensing of support employees). This requires licensed dispensary employees to provide their current **residential address** within their eLicense Ohio Professional Licensure profile. Please note that pursuant to OAC 3796-4-03(A)(26), failure to notify the Board of a change of address is grounds for discipline. Dispensary ownership and management should take time to ensure all dispensary licensed personnel are compliant in this matter. Guidance on how to do so can be found [here](#).

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## COMPLIANCE

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### Confirming Recommending Physician

With many recommendations expiring during December 2019, registered patients may wish to switch recommending physicians when getting a new recommendation. Dispensaries need to be make sure to verify the patient's recommending physician on their recommendation within the Patient & Caregiver Registry, and ensure it matches with the dispensary's point of sale system.

Failure to complete this verification could result in multiple profiles for the patient. It may be helpful for designated representatives to instruct their staff to ask returning patients if they have changed recommending physician.

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## DISPENSARY OPERATIONS

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### Whole-Day Unit Policy

Please remember that all processed products are required to sold in increments of a the whole-day unit. This means that the Unit THC Content (as submitted for Product ID assignment) must be in a whole-day unit. Processed products containing a Unit THC content that exceeds one whole-day unit need to be rounded up to the next day's supply. For example, an Edible for Oral administration that has a Unit THC content of 185 grams is not in an increment that is permitted for sale.

The only exception for this is for products that are less than a whole-day unit.

For further details, please refer to the [Whole-Day Unit Policy Update](#).

### Acceptable Products

As a reminder, dispensaries are not authorized to accept edible products that are not appropriately demarked. Demarking requires that each portion or dose of medical marijuana is clearly demarked so that a reasonable person may intuitively determine how much of the product constitutes a single portion or dose. For instance, a gummy that is required to be split into two pieces in order to consume a single dose is not appropriately demarked.

### Accepting Compliant Product Guidance

To assist dispensary employees when they determine if a product they receive is compliant, the MMCP has published [a guidance document on the topic](#). This document is designed to provide step-by-step directions instructions for the process, and also covers establishing the acceptable concentration range for a Product ID, and reviewing the Certificate of Analysis.

### Update to the Product ID Guidance Document

Please note that [the Product ID Submissions guidance document](#) has been updated. This document now includes a detailed [checklist](#) that is used by the Board of Pharmacy Reviewer when determining Product ID assignment. It also includes the calculations to confirm the submitted information is accurate. This is intended to assist cultivators and processors when submitting items for product ID assignment.