

*Title:* COVID-19 Public Health Emergency:  
Criminal History Record Checks

Policy No. I.D.15

Issued: 03-30-2020  
Ratified: 05-27-2020  
Extended: 11-18-2020

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1. The Board requires a criminal history record checks as part of its application for a new pharmacist license, pharmacy intern, pharmacy technician certificate, pharmacy technician candidate registration, as well as certain categories of state controlled substance licenses. The Board is required to rely on the criminal record checks performed by the La. State Police.
  2. Due to stay-at-home orders and physical distancing requirements, the La. State Police as well as many other local law enforcement agencies temporarily suspended fingerprinting services.
  3. The Board President directed staff to develop a mechanism to condition the issuance of a new credential upon the willingness of the applicant to perform the criminal history record check as soon as law enforcement agencies resume fingerprinting services.
  4. The Board staff developed a separate certification form for applicants with applications already pending, and further, modified the relevant application forms to incorporate the certification. The certification statement is reproduced here:

**Applicant's Certification**

*In consideration of the Board's willingness to issue my credential in the absence of the required criminal background check (CBC) report during the COVID-19 public health emergency, I certify my understanding and consent to the following:*

- *I agree to initiate the CBC process within 30 days of the Board's notice to me to initiate that process.*
  - *I consent to the immediate suspension of my credential in the event I fail to initiate the CBC process within 30 days of the Board's notice to me to initiate that process.*
5. During their November 18, 2020 meeting, the members voted to further extend this interim policy until February 28, 2021.