



# Louisiana Board of Pharmacy

3388 Brentwood Drive  
Baton Rouge, Louisiana 70809-1700  
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## Application for New Louisiana Controlled Dangerous Substance (CDS) License For Automated Medication Systems (AMS)

This packet contains three pages: this information sheet and the 2-paged application form. The packet is intended for use by a pharmacy that intends to store controlled dangerous substances within an automated medication system (AMS) placed within (1) a healthcare facility licensed by the La. Dept. of Health, or in the alternative, (2) a detention or correctional facility owned or operated by a state or local governmental entity. We encourage you to read the entire packet carefully before entering information on the application form.

Since the medication inventory within the AMS device is considered an extension of the provider pharmacy's inventory, the issuance of this CDS license is predicated on the provider pharmacy's complete control over access to the AMS and all medications stored therein. In the event the provider pharmacy does not retain complete control over access to the AMS, then any CDS license issued for the AMS shall not be valid.

Please note the required attachments. Any applicant with an affirmative reply to any of the prior history questions in Section 5 of the application form must include the requested documents.

We encourage you to insert the information in the online version of the document before printing it. We cannot process faxed application forms. Please take note of the application fee; we accept checks or money orders drawn on a bank located within the U.S. and payable in U.S. dollars to the Louisiana Board of Pharmacy. This application shall expire one year after the date of its receipt in the Board office; any attached fees shall be forfeited at that time.

Once you receive your Louisiana CDS license, you may then apply for your federal registration from the United States Drug Enforcement Administration (DEA). You may accomplish that process at the DEA website, at [www.drugdiversion.usdoj.gov](http://www.drugdiversion.usdoj.gov). Questions about your federal registration should be directed to that agency; the telephone number at their New Orleans district office is 504.840.1100.

Regardless of the date of initial issuance, the Louisiana CDS license for the AMS shall expire at midnight on June 30 of every year, unless relinquished, surrendered, or revoked sooner. In the event the CDS license for the AMS expires, the AMS may no longer hold any controlled substances. We will send you a renewal reminder approximately 60 days prior to the expiration date. The renewal of the Louisiana CDS license for the AMS will require a current DEA registration. In the event you do not renew your CDS license within 30 days after the expiration date, we are obliged to terminate your CDS license and then report that termination to the DEA.



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## Application for New Louisiana Controlled Dangerous Substance (CDS) License For Automated Medication System (AMS)

Note: This application shall expire one year after its receipt in the Board office. In the event the license is not issued by that date, the application shall become null and void and any fees attached hereto shall be forfeited. The fee for the CDS license is **\$25**; we accept checks or money orders drawn on any bank located within the U.S. that are payable to the Louisiana Board of Pharmacy.

### Section 1 – Information about Provider Pharmacy

Pharmacy Name: \_\_\_\_\_

La. Pharmacy Permit No.: \_\_\_\_\_

La. AMS Registration No.: \_\_\_\_\_

Name of PIC: \_\_\_\_\_ La. PST No.: \_\_\_\_\_

### Section 2 – Information about Facility or Location Hosting the AMS

Facility Name: \_\_\_\_\_

Address-1: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

(1) If facility is licensed by La. Dept. of Health, enter LDH License No.: \_\_\_\_\_

(2) If facility is a detention or correctional facility, identify the state or local governmental entity which owns or operates the facility:  
\_\_\_\_\_

### Section 3 – CDS Schedules Requested:

- Schedule II *[includes II-N]*       Schedule III *[includes III-N]*       Schedule IV
- Schedule II-N *[non-narcotic only]*       Schedule III-N *[non-narcotic only]*       Schedule V

### Section 4 – Prior Legal or Disciplinary History

With respect to the pharmacy identified in Section 1, has any owner, stockholder, partner, officer, or employee:

- EVER been convicted of a felony in connection with controlled substances under any state or federal law?  
 Yes       No
- EVER surrendered a state or federal controlled substance registration OR has such a credential been suspended or revoked by any government agency?  
 Yes       No
- EVER had any professional license disciplined by any licensing agency for any reason related to controlled substances?  
 Yes       No

\* An affirmative reply to any of the questions in this Section requires two attachments: (a) your personal letter of explanation, and (b) copies of decision documents from the relevant court or government agency.

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## Section 5 – Attestations

- On behalf of the pharmacy identified above, I hereby make application for a Louisiana CDS license to procure, possess, compound, distribute, dispense, and/or hold for administration any controlled substance designated in the schedules identified in La. R.S. 40:961 *et seq.* or 21 CFR 1300 *et seq.*, in compliance with the Louisiana Uniform Controlled Dangerous Substances Law as well as the relevant rules from the Board of Pharmacy.
- I consent to the initial and periodic inspection of the pharmacy as well as the automated medication system and the immediately surrounding space within the facility in which the device is operational, and further, I consent to such inspections by the Board, its agent, or designee without prior notice, for the purpose of assessing compliance with requirements relative to the storage, handling, distribution, and recordkeeping of controlled substances.
- I understand this Louisiana CDS license is necessary to qualify for the federal registration issued by the United States Drug Enforcement Administration (DEA), and further, that the renewal of the Louisiana CDS license will require evidence of a current and verifiable corresponding DEA registration.
- I affirm that all of the information in this application and any of the required attachments is true and correct.
- I understand and agree that the submission of a fraudulent application may result in the Board's denial of the application and the refusal to issue the license, or if already issued, then its suspension or revocation.

Signature of PIC: \_\_\_\_\_ Date \_\_\_\_\_

***For Board Use Only:***

Application Rec'd: \_\_\_\_\_ Check/Money Order No.: \_\_\_\_\_ Amount: \_\_\_\_\_

License Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_