



nabp

National Association of Boards of Pharmacy

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TO: Executive Officer – <name of state> State Board of Pharmacy

RE: Letter of Agreement - Clearinghouse and **HIPDB**

The Healthcare Integrity and Protection Databank (HIPDB) were established pursuant to the Health Insurance Portability and Accountability Act of 1996 (Act). The Final Rule for the data collection program has been adopted and the necessity of boards of pharmacy to submit final adverse actions commenced November 22, 1999.

In addition to continuing to collect and provide essentially the same data through the NABP Disciplinary Clearinghouse Program, the National Association of Boards of Pharmacy (NABP) is offering to report final adverse actions to HIPDB as the authorized agent of those boards of pharmacy who wish to engage the Association's services. The reporting will be undertaken at no charge to participating boards and will be made under the terms and conditions of this Letter of Agreement.

The primary responsibility for reporting adverse actions to the HIPDB within the required time limits rests with the boards. HIPDB officials advise that reports that are submitted with insufficient information will be rejected and emphasize the necessity for full compliance.

References to the Code of Federal Regulations are references to the Final Rule and are set forth to help the Board and Board Counsel in determining the information that must be supplied to the HIPDB and the time restrictions for submitting the data.

The Board agrees:

1. It will timely submit to NABP all final adverse actions as defined in the Act and Final Rule along with the accompanying data as required under the Act and Final Rule (see 45 CFR, part 61, Sections 61.5, 61.7, 61.10, and 61.11).
2. It will submit to NABP all reporting errors, omissions, revisions, and whether the action is on appeal (45 CFR, part 61, Section 61.6).

NABP will:

1. Submit to the HIPDB in a timely manner, under the electronic format required by HIPDB, the information submitted by the Board.
2. Advise the Board of any rejections of reports when so advised by HIPDB.

In consideration of NABP providing our board services through the NABP Disciplinary Clearinghouse Program and/or acting as the board agent in regard to the HIPDB, the board authorizes NABP to use the pharmacist data submitted in programs of the Association formulated in furtherance of NABP's purposes to aid boards in carrying out their duties and responsibilities to protect the public health and welfare. This includes, but is not limited to the use of this information in regard to the maintenance of the NABP Disciplinary Clearinghouse used by the boards for the purpose of determining eligibility for licensure transfer.

The <name of state> Board of Pharmacy hereby designates NABP as its authorized agent for purposes of reporting final adverse actions to the Healthcare Integrity and Protection Databank and agrees to abide by the terms and conditions of this letter.

By: _____ Title _____
_____ Date _____

For the National Association of Boards of Pharmacy

By: _____ Executive Director/Secretary _____
_____ Date _____ Title _____