Inventory of the Department of Consumer Affairs - Board of Pharmacy Records

Collection number: R126

California State Archives
Office of the Secretary of State
Sacramento, California

Processed by:
Choquette Marrow and Archives Staff

Date Completed:
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Encoded by:
Jessica Knox

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Descriptive Summary

Title: Department of Consumer Affairs - Board of Pharmacy Records

Dates: 1894-1998

Collection number: R126

Creator: California Board of PharmacyDepartment of Professional and Vocational Standards, Board of PharmacyDepartment of Consumer Affairs, Board of Pharmacy

Collection Size: 20.5 cubic feet, 53 volumes, 6 - 7" vinyl records, and 1 mini floppy disk

Repository: California State Archives
Sacramento, California

Abstract: The records of the Board of Pharmacy contain 20.5 cubic feet and 58 volumes of textual records spanning the years from 1894 to 1998. The records document the Board's work to protect consumers by licensing and regulating those responsible for dispensing medication to the public, providing pharmaceutical information to the public and developing and enforcing state pharmaceutical regulations.

Physical location: California State Archives

Languages: Languages represented in the collection: English

Access

Several series in this record group are restricted pursuant to Civil Code section 1798.1 because they contain personal information as defined by the Civil Code section 1798.3.

Foreign Graduate Files (Series R126.22)

Deceased Pharmacist Files (Series R126.23)

Retired/Cancelled Pharmacist Files (Series R126.24)

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Preferred Citation

[Identification of item], Department of Consumer Affairs - Board of Pharmacy Records, R126.[Series Number], [box and folder number], California State Archives, Office of the Secretary of State, Sacramento, California.

Acquisition and Custodial History

The California State Archives acquired the Department of Consumer Affairs - Board of Pharmacy Records according to state law.

Administrative History

The Board of Pharmacy was created in 1891 by the passage of SB84 to "regulate the practice of pharmacy and sale of poisons in the State of California." The Board was originally comprised of seven governor-appointed pharmacists, each from...
In 1929, the Board of Pharmacy was placed under the Department of Professional and Vocation Standards with the department overseeing the Board’s administrative and fiscal affairs. (Statutes of 1929, Chapter 290). The department was restructured and renamed the Department of Consumer Affairs by the Governors Reorganization Plan No.2 of 1970. The Board currently consists of thirteen members - seven pharmacists and six public members. The seven pharmacists are appointed by the governor and are required to reside in different regions of the state. Four of the public members are also appointed by the governor and the remaining two are appointed by the Assembly Speaker and the Senate Rules Committee, each appointing one.

From its earliest period, the Board was responsible for regulating the handling and distribution of dangerous and restricted drugs, devices, poisons, hypodermics, and prophylactics. They did so by licensing and regulating individuals and facilities engaged in handling such articles - pharmacists, pharmacist assistants and pharmacies within the state. The field of pharmacy has expanded significantly since 1891 and with it, so has the Board’s jurisdiction. The Board of Pharmacy now regulates numerous other pharmaceutical related practitioners and facilities in addition to those mentioned above; examples include interns, exemptees (non-licensed persons involved with the wholesalers manufacturers of drugs and medical devices), hospitals, clinics, in-home and community support centers, as well as out-of-state order pharmacies that send filled prescriptions to California. As of 2009, the Board licenses over 100,000 individuals and firms.

In addition to licensing, the Board is responsible for routinely inspecting licensed pharmaceutical facilities and investigating complaints made against any pharmaceutical practitioners or facilities. If a violation is found, the Board has the authority to take disciplinary action; this may include revocation of a license or permit, fines, probation, continuing education classes or a simple warning. The Board also maintains an approved list of accredited schools and colleges of pharmacy and continuing education courses. Because the Board is able to control the quality of academic and training standards in pharmacy education through accreditation, they are able to control the quality of the skills of those entering the pharmacy practice. A pharmacy degree is required for admittance to the pharmacy exam (which the Board creates and administers) and continuing education is required for the renewal of licenses.

Scope and Content
The records of the Board of Pharmacy contain 20.5 cubic feet and 58 volumes of textual records spanning the years from 1894 to 1998. The records document the Board’s work to protect consumers by licensing and regulating those responsible for dispensing medication to the public, providing pharmaceutical information to the public and developing and enforcing state pharmaceutical regulations.

A large portion of the Board of Pharmacy records are comprised of registers and files recording the licensing of pharmaceutical dispensaries. The Board’s primary means of regulating pharmacy practices within the state is through issuing permits and licenses. A quality standard of pharmacy practice is maintained through the qualifications needed to obtain and renew licenses and permits. The registers and files of permits and licenses, though not comprehensive, provide a record of the many types of practitioners and facilities that the Board regulates with licenses and permits including pharmacists, interns, pharmacy technicians, pharmacies, hospitals, clinics, home and community support services, and out-of-state mail order pharmacies.

Minutes and board meeting files make up another significant portion of the Board of Pharmacy records. These series provide information and insight into the Board’s roles as creator, keeper and enforcer of pharmaceutical regulations. In addition to the Board’s discussion of regulations, these series record disciplinary appearances before the Board documenting both revocation and reinstatement of permits and licenses.

The committee files though not substantial in volume, are an important record of the supplementary duties of the Board of Pharmacy. The Board has had many different committees over the years. The committees research issues and develop policy geared toward achieving the Board’s goals. Most committees were short lived and addressed issues related to current concerns of the Board such as the automation of a triplicate system. The more long-standing committees addressed issues relating to ongoing responsibilities of the Board such as communication and public education.

The remainder of the Board of Pharmacy records includes bill files, resolutions, subject files, correspondence, and records pertaining to the administration of the Board. Each of these series, in addition to those already listed, illustrate the changes in pharmacy and the Board’s jurisdiction over the more than 100-year span of the records.

Related Collections at the California State Archives
Assembly Select Committee on Health Manpower
Senate Committee on State Institutions
Assembly Advisory Commission on Pharmacy

Indexing Terms
The following terms have been used to index the description of this collection in the library’s online public access catalog.
Series 1 **Minutes 1905-1982**
Physical Description: 23 volumes, 58 file folders
Arrangement
Arranged chronologically.
Scope and Content Note
Minutes of the Board are substantially complete from 1905 to 1982. Included are minutes of the public board as well as Northern and Southern Interim Committee minutes. Subject matter ranges from licensing activities, including suspension, revocation and reinstatement; establishment of rules, regulations and policies; investigation of complaints; and other duties and responsibilities as mandated by law. The minutes for May 7, 1906 include the comment that the Board would need to obtain "new records, books, office furniture, supplies, and other paraphernalia for the continuation of business of the Board, all of the above having been destroyed by the earthquake and fire on April 18, 1906."

Series 2 **Resolutions 1911-1934**
Physical Description: 1 volume
Arrangement
Arranged chronologically by date of passage.
Scope and Content Note
This series contains a logbook of indexed resolutions of board actions and adoption of policies extracted from the minutes. Marginal notations denote cancellations.

Series 3 **Registered Pharmacists 1891-1925**
Physical Description: 5 volumes
Arrangement
Arranged alphabetically by name of pharmacist.
Scope and Content Note
This series contains registers of licensed pharmacists showing: name, address, title (type of license), number of certificate, date of registration, re-registration certificate number, and remarks - generally concerning cancellation or revoking of license, or death date. There is some overlap between volumes on dates of re-registration.

Series 4 **Registers of Assistant Pharmacists 1902-1938**
Physical Description: 5 volumes
Arrangement
Arranged chronologically by date of entry and alphabetically thereafter by name of licensee.
Scope and Content Note
The registers of assistant pharmacists contain registers showing: name, address, certificate number, date of registration, and comments concerning licensing.
Series 5 Register of Apprentices 1905-1913

Physical Description: 1 volume
Arrangement
Arranged alphabetically by name of individual.
Scope and Content Note
This series contains a register listing information of apprentices including: name, address, employer, age, certificate number, date of apprenticeship, date fixed as beginning of experience, name of grammar or high school attended, name of teacher giving certificate, name of college or pharmacy, and remarks.

Series 6 Application and Address Registers 1902-1914

Physical Description: 2 volumes
Arrangement
Arranged chronologically by date of entry and alphabetically thereafter by name of individual.
Scope and Content Note
The application and address registers are a record of applications to the Board showing: name, address, application number, age, experience in pharmaceutical work, date of application, name of college, and remarks.

Series 7 Register of Licentiates 1906-1923

Physical Description: 1 volume
Arrangement
Arranged chronologically by date of examination and alphabetically thereafter by name of individual.
Scope and Content Note
The registers of licentiates are a record of examination results. The registers provide information on the examinee including: name, age, years of experience, test scores in areas of chemistry, materia medica, pharmacy, practical pharmacy, identification and toxicology, total score, average percent, place of examination, certificate number or indication of failure.

Series 8 General Register 1914-1925

Physical Description: 1 volume
Arrangement
Arranged alphabetically by name of individual.
Scope and Content Note
The general register is a record of applications filed for apprentice, assistant, licentiate, and temporary certification. The register lists name, address, age, date of application, certificate number, years of experience, place certificate issued, expiration date, place of registration, examination results for assistants and licentiates, and remarks.

Series 9 Temporary Certificate Register 1906-1914

Physical Description: 1 volume
Arrangement
Arranged alphabetically by name of individual.
Scope and Content Note
This series contains a record of temporary certificates issued by the Board showing: name, address, age, experience, date of application and expiration, certificate number, issuing agent, and remarks.
Series 10 Numerical Register Undated

**Physical Description:** 1 volume

**Arrangement**
Arranged numerically by license number.

**Scope and Content Note**
The numerical register is a numerical listing of licentiates, license numbers 1-10419, and granted pharmacists assistants, numbers 1-5701.

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Series 11 Federal Registers Undated

**Physical Description:** 2 volumes

**Arrangement**
Arranged numerically.

**Scope and Content Note**
The purpose of these registers is unclear, although it appears to be related to the control over distribution of drugs, probably narcotics. Each entry shows name, address and occupation with the large majority being physicians or dentists. One volume covers Northern California and the other Southern California.

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Series 12 Rating Sheets 1906-1935

**Physical Description:** 6 volumes

**Arrangement**
Arranged chronologically.

**Scope and Content Note**
This series includes logbooks with a record of applicant ratings from the city of Los Angeles. The log books list for each applicant: name, test scores in areas of chemistry, materia medica, pharmacy, practical pharmacy, identification and toxicology, total score, average percent, possession of a California registration or other registrations, license received including number or an indication of failure.

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Series 13 Journals 1906-1913

**Physical Description:** 2 volumes

**Arrangement**
Arranged chronologically by date of entry.

**Scope and Content Note**
This series contain a record of accounts and funds receivable and expended by the Board. Information includes name of account, purpose of funds, date of transaction, and amount.

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Series 14 Investigation and Violation Log Book 1906-1909

**Physical Description:** 1 volume

**Arrangement**
Arranged chronologically by date of infraction.

**Scope and Content Note**
The investigation and violation logbook is a record of drug violations and prosecutions. The log book shows: name, location, business name (or type), violation, nature of evidence, date evidence secured, witness, date complaint sworn to, complaining witness, trial judge, date of trial, verdict, sentence, date fine received in office, remarks. The large majority of violations dealt with selling narcotics without a prescription.
Series 15 “Funnygraphs” Undated

Physical Description: 1 volume
Scope and Content Note
The “Funnygraphs” is a collection of prescriptions or notes to druggists requesting various drugs and medicines for medicinal purposes. The humor of this collection is combination of the spellings used and the specific use for which a medicine or drug was requested.

R126.01, Box 1/1-Box 2/11

Physical Description: 33 file folders
Arrangement
Arranged chronologically by meeting date.
Scope and Content Note
Series includes Board Meeting Packets, Board Meeting Minutes and Agendas, and Executive Session Minutes.
The board meeting packets were distributed to Board of Pharmacy members at board meetings. The packets include an agenda, minutes from the previous board meeting as well as committee meeting agendas and minutes. Other materials found in the board meeting packets may include legislative background and analyses, news articles, reports, court documents, and letters of recommendation and vouch of character letters for those seeking a license or seeking reinstatement of their license after disciplinary action suspended or revoked it.

R126.02, Box 2/12-Box 3/6

Physical Description: 17 file folders
Arrangement
Arranged numerically by communication number. A log for each year's correspondence can be found at the beginning of that specific year's folder.
Scope and Content Note
This series contains internal memoranda and material sent to the Board of Pharmacy's board members. The correspondence covers both administrative issues relating to the operation of the Board as well as policy issues relating to the Board's jurisdiction. Each piece of correspondence was assigned a communication number. A communications log accompanies each year of correspondence and lists the communication number, subject, recipient and sent date of each piece of correspondence.

R126.03, Box 3/7-Box 3/16
Series 18 Staff Correspondence 1981-1983, 1985-1989

Physical Description: 10 file folders
Arrangement
Arranged numerically by communication number. A log for each year's correspondence can be found at the beginning of that specific year's folder.
Scope and Content Note
Staff correspondence consists of internal memoranda and material sent to staff of the Board of Pharmacy. The correspondence addresses administrative issues relating to the Board's day-to-day operations. Each piece of correspondence was assigned a communication number. A communications log accompanies each year of correspondence and lists the communication number, subject, recipient, and sent date of each piece of each correspondence.
Series 19 General Correspondence 1996-1998

Physical Description: 23 file folders

Arrangement
Arranged chronologically by date of correspondence.

Scope and Content Note
General correspondence contain outgoing correspondence and supplementary material sent between the Board of Pharmacy and public officials, pharmacists, pharmacies, and the public. The correspondence cover both administrative and policy issues of the Board.


Physical Description: 58 file folders

Arrangement
Arranged numerically by bill number within each legislative session.

Scope and Content Note
Bill files contain analyses, correspondence, notes, reports and background material regarding state legislation that would affect issues under the jurisdiction of the Board of Pharmacy as well as the administration of the Board. Topics covered in the bill files include pharmaceutical scheduling, prescription drug insurance, prescription drug pricing and sales, generic drug substitution, licensing requirements of pharmacists and pharmacies, and administrative regulations of state licensing entities.

1975-1976: AB193-AB2758; AB1XX-AB31XX (1ff) Box 4/15
1981-1982: AB441-AB3522 (3ff) Box 4/16-4/18
1981-1982: SB257-SB1911 (1ff) Box 4/19
1983-1984: AB13-AB3876; AB29X (4ff) Box 4/20-5/2
1983-1984: SB40-SB2180; SCR64 (3ff) Box 5/3-5/5
1985-1986: AB73-AB4372 (4ff) Box 5/6-5/9
1985-1986: SB144-SB2333 (3ff) Box 5/10-5/12
1987-1988: AB4168-AB4499 (1ff) Box 5/13
1995-1996: AB1107-AB3139 (3ff) Box 5/21-6/1
1995-1996: SB112-SB2164; SJR23 (3ff) Box 6/2-6/4
1997-1998: AB6-AB2693 (3ff) Box 6/5-6/7
1997-1998: SB3-SB2239 (6ff) Box 6/8-6/13
1999-2000: AB60-AB2899 (6ff) Box 6/14-6/19
1999-2000: SB19-SB2075 (3ff) Box 6/20-6/22
2001-2002: SB119-SB2059 (3ff) Box 7/4-7/6
Series 21 Legislative Files 1981-1999

Physical Description: 6 file folders

Arrangement
Arranged by document type then chronologically.

Scope and Content Note
Series includes Legislative Proposals and Legislative Summaries.

Legislative Proposals consists of several issue-specific resolutions put forth by the Board proposing action by the National Association of Boards of Pharmacy on the issues. Each of these resolutions’ issues was lobbied by the NABP and was authored into federal legislation. Included is a legislative proposal by the Board to the California State Legislature for the 2000 session. The proposal moves to require that community pharmacies establish quality assurance programs to evaluate prescription drug errors but excludes from discovery in civil litigation any data gathered.

Legislative Summaries contain summaries for legislation relating to the administration and jurisdiction of the Board of Pharmacy. The summaries are broken down by legislative session and arranged chronologically.

Series 22 Subject Files 1962-2000

Physical Description: 29 file folders

Arrangement
Arranged alphabetically by subject.

Scope and Content Note
Subject files may include administrative papers, correspondence, background material, notes, reports, and newspaper clippings. The subject files include files related to the administration of the Board of Pharmacy as well as issues under its jurisdiction. Of particular note are the files on durable medical equipment and mail order pharmacy. The file on durable medical equipment contains materials addressing the Board's role in regulation of medical device retailers. The mail order pharmacy files, the most expansive of the subject files, addresses the regulation of out-of-state pharmacies that mail prescriptions to California residents. The Board kept files on several of these pharmacies.


Series 23 Northern Interim Committee File 1984-1985

Physical Description: 1 file folder

Arrangement
Arranged chronologically.

Scope and Content Note
This series contains minutes of the Board of Pharmacy's Northern Interim Committee meetings. The meetings were held in San Francisco and dealt with disciplinary, probationary, and credentialing issues of Northern California pharmacists. Pharmacists came to stand before the committee as well as to learn from problems arising from the practices of other pharmacists and pharmacies.
Series 24 Southern Interim Committee File 1984-1986

Physical Description: 1 file folder
Arrangement
Arranged chronologically.

Scope and Content Note
This series contains minutes of the Board of Pharmacy's Southern Interim Committee meetings. The meetings were held in Los Angeles and dealt with disciplinary, probationary, and credentialing issues of Southern California pharmacists. Pharmacists came to stand before the committee as well as to learn from problems arising from the practices of other pharmacists and pharmacies.

Series 25 Competency Committee File 1983

Physical Description: 1 file folder
Arrangement
Arranged chronologically.

Scope and Content Note
This series contains agendas for two Competency Committee meetings, March 7-8, 1983, and April 14-15, 1983. Both meetings covered examination matters and as such were closed sessions pursuant to Government Code section 11126(b), which allows for state bodies that administer the licensing of persons engaging in businesses or professions to hold closed sessions to prepare, approve, grade or administer examinations.

Series 26 Ad-Hoc Committee on Computer Use File 1984

Physical Description: 1 file folder
Arrangement
Arranged chronologically.

Scope and Content Note
This series contains an agenda and set of minutes for an Ad-Hoc Committee on Computer Use meeting held April 26, 1984. The meeting covered current pharmacy regulations with respect to computer use, problems encountered by pharmacy inspectors during their course of work, and development of a set of guidelines and regulations for computer use in the field of pharmacy.

Series 27 Continuing Education Committee Files 1972-1986

Physical Description: 15 file folders
Arrangement
Arranged by document type, then chronologically.

Scope and Content Note
Series includes Minutes and Agendas, Committee Correspondence, General Correspondence, and Policy and Procedure Revisions.

The Minutes and Agendas are from 1972-1979 and 1983-1986. The minutes and agendas are arranged chronologically and cover issues pertaining to regulation of continuing education course accreditation and continuing education requirements for pharmacy licensees.

The Committee Correspondence from 1972 to 1979 is arranged chronologically. The committee correspondence consists of background material pertaining to agenda items and meeting announcements sent to committee members by staff.

The General Correspondence is from 1974-1978. The correspondence is arranged chronologically and pertains to accreditation issues for continuing education courses.

Policy and Procedure Revisions, contain several drafts of the Board's continuing education policy. The drafts include notes and accompanying correspondence made by both committee members and school officials.
<table>
<thead>
<tr>
<th>Series 28</th>
<th>Home Health Care Committee Files 1975-1986</th>
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<tr>
<td>Physical Description: 6 file folders</td>
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<td>Arrangement</td>
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<td>Arranged by document type.</td>
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<td>Scope and Content Note</td>
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<tr>
<td>Series include minutes and agendas, committee correspondence, general correspondence, testimony, and articles.</td>
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<tr>
<td>The series consists of minutes and agendas of the Home Health Care Committee as well as its successor, the Committee on Ancillary Personnel, from 1985-1986. Topics covered in the meetings and recorded in the minutes include IV solutions, compounding areas for parenteral solutions, recordkeeping, training, labeling of medical supplies, disposal of waste material, and development of regulations.</td>
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<tr>
<td>Committee correspondence consists of correspondence containing meeting announcements sent to committee members by staff as well as background material pertaining to agenda items. The correspondence dates from 1985-1986. General correspondence consists of correspondence sent to the committee from individuals who wish to participate in the committee or receive notices of the committees meetings. The correspondence dates from 1984 to 1986.</td>
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<tr>
<td>Testimony provided to the Home Health Care Committee for three meetings, March 26, 1985, March 7, 1986, and April 25, 1986. The purpose of these meetings was to gather information and opinions on a variety of home health care topics including medical suppliers, regulations of home health care, home intravenous therapy, and legend medical devices.</td>
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<tr>
<td>Articles dating from 1975-1985 cover a wide range of topics dealing with home health care including home parenteral nutrition, home intravenous therapy, anti-neoplastic pharmaceuticals, medical suppliers, and home medical equipment. Also included are records on parenteral pharmacy from 1985-1986. The records include the then-existing California regulations and guidelines for parenteral pharmacy, other states regulations and guidelines, and drafts of new guidelines.</td>
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<table>
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<tr>
<th>Series 29</th>
<th>Inspectional Committee Files 1980-1985</th>
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<td>Arrangement</td>
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<td>Scope and Content Note</td>
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<tr>
<td>The Minutes from 1980-1985 address issues that have arisen during inspections, changes to inspection procedures, and pharmacist and pharmacy regulations.</td>
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<tr>
<td>The Committee Correspondence contains a 1981 letter from a pharmacy inspector to the supervising pharmacy inspector, proposing guidelines for the operation of computers in pharmacies.</td>
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<table>
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<tr>
<th>Series 30</th>
<th>Long-Term Care Committee File 1993</th>
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<td>Physical Description: 1 file folder</td>
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<td>Arranged chronologically.</td>
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<td>Scope and Content Note</td>
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<tr>
<td>This series contains one set of minutes from a Long-Term Care Committee meeting held February 2, 1993. The minutes recorded discussion of various topics all related to the practice of pharmacy in long-term care facilities.</td>
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Series 31 Advisory Committee on Pharmacy Standards in Corrections Files 1983-1989

Physical Description: 9 file folders

Arrangement
Arranged by document type.

Scope and Content Note
The series consists of Articles and Publications, Analysis, Board Packets, Committee Participation Interest, Correspondence, Detention Facility Surveys, Hearings, Regulations and Standards and Reports.

Articles and Publications from 1983-1988 on prison pharmacies and the unique issues and problems that arise at such facilities.

An Analysis of SB 550 (1986-1987) as well as a draft of new pharmacy regulations that would be extended to correctional facilities is included in this series. The Advisory Committee on Pharmacy Standards in Corrections was the result of passage of SB550. As stated in the SB550 analysis, the Advisory Committee was created to "develop and recommend regulations to implement SB550, ensure the health and safety of all the [correctional] facility population and provide for the security of stored and dispensed drugs."

Prior to SB550 government facilities operated in-house pharmacies were not held to any state pharmaceutical rules and regulations.

Board Packets were sent to members of the Advisory Committee on Pharmacy Standards in Corrections by the Board of Pharmacy and Board of Corrections members and include agenda, minutes, and background information on agenda items. The packets are from 1986-1987 and are arranged chronologically.

Committee Participation Interest letters sent in 1986 to the committee expressing interest in participating in the committee as either a committee member or at the committee's hearings. The Advisory Committee on Pharmacy Standards in Corrections was mandated to have on its committee representatives of the Department of Corrections, California Medical Association, California State Sheriffs' Association, California Youth Authority, County Supervisors Association of California, California Pharmacists Association and the State Pharmacy Board but could also include others.

Correspondence from 1987 sent to and from the committee making recommendations regarding the regulation of pharmacies in correctional facilities.

Surveys conducted by a pharmacy inspector and a member of the Board of Corrections of various California detention facilities. The surveys recorded the number of inmates of each facility, the number receiving medication, and the procedure for procuring and administering those drugs. Each survey also contains any forms the facility may have used in handling the procurement or distribution of medicine.

Hearing announcements and testimony from four hearings put on by the Advisory Committee on Pharmacy Standards in Corrections. The hearings took place on February 26, 1987 in Redding, March 19, 1987 in Fresno, March 26, 1987 in Los Angeles, and April 15, 1987 in Sacramento. The hearings were held to gather information "relating to the acquisition, storage, labeling, package, and dispensing of drugs in state and local adult and juvenile correctional institutions". The testimony covers current practices, needs, suggestions for change and other aspects of handling medications in correctional facilities.

Regulations and Standards contain various reports on the regulation of pharmaceutical practices in correctional facilities. Included are working drafts of recommendation reports the Advisory Committee sent to the legislature, Department of Corrections and the California Youth Authority. Also included are reports by the National Commission on Correction Health Care and the American Medical Association.

A 1988 report, the culminating product of the work of the Advisory Committee on Pharmacy Standards in Correction is also included in this series. The report outlines the Committee's regulation recommendations to implement SB550 and bring pharmacies in correctional facilities under the jurisdiction of the state pharmaceutical rules and regulations.
R126.17, Box 8/38  Series 32 Public Education and Communication Committee File 1999
Physical Description: 1 file folder
Scope and Content Note
This series contains an agenda for a meeting held on April 22, 1999. As indicated by the agenda items, this committee addressed the public outreach and consumer safety responsibilities of the Board of Pharmacy.

R126.18, Box 8/39-8/41  Series 33 Oversight Committee on the Automation of the Triplicate Program Files 1994-1995
Physical Description: 3 file folders
Arrangement
Arranged by document type.
Scope and Content Note
Series includes Meeting Packets, Committee Correspondence and Background Information. Meeting packets from 1994-1995 were distributed to members of the committee and include agendas and supplementary material to the agenda including minutes from previous meetings and presentation printouts. Committee correspondence contains a selection of internal correspondence between members of the committee and the committee staff from 1994-1995. The correspondence covers privacy, confidentiality and funding issues of an automated triplicate system. Background information on the automation of the triplicate program includes a report on the Oklahoma automated program, results from a California pilot program and information on legislation affecting implementation of a statewide automated triplicate program.

R126.19, Box 8/42-9/33  Series 34 License Report Files 1990-1994
Physical Description: 62 file folders
Arrangement
Arranged by report type and then chronologically.
Scope and Content Note
The license report files are a series of reports recording mailed out licenses. The reports list among other things the type of document, license number, type of license, name of recipient, and the date document was mailed.

R126.20, Box 10/6  Series 35 Pharmacy/Pharmacist Application Logs 1993-1994
Physical Description: 1 file folder
Arrangement
Arranged chronologically by transaction date.
Scope and Content Note
The Pharmacy/Pharmacist Application Log is a record of fee transactions performed by the Board of Pharmacy relating to the application and award of permits and licenses. The log lists among other things the name of the pharmacy or pharmacist, what fees they were paying, the amount of fees paid, and the date of the transaction.

R126.21, Box 10/1-Box 10/5  Series 36 In-House Renewal Log 1993-1994
Physical Description: 5 file folders
Arrangement
Arranged chronologically by transaction date.
Scope and Content Note
The In-House Renewal log is a record of in-house fee transactions made for renewal of pharmacist licenses as well as various types of pharmacy permits. The log lists among other things the type of transaction, the cost of the fee, and the date of the transaction.
Series 37 Foreign Graduate Files 1990

Physical Description: 154 file folders

Arrangement
Arranged alphabetically by graduates' last name.

Access Information
This series is restricted per Civil Code section 1798.1 because it contains personal information as defined by the Civil Code section 1798.3.

Scope and Content Note
The Foreign Graduate Files contain statements of college attendance and graduation, transcripts, education and qualifications evaluation from the Credential Evaluation Service, advisory evaluations, letters of employment, photographs, description of graduating university's pharmacy program copy of diploma and correspondence.
See Board of Pharmacy database for details.

Series 38 Deceased Pharmacist Files 1920-1994

Physical Description: 167 file folders

Arrangement
Arranged alphabetically by pharmacist's last name.

Access Information
This series is restricted per Civil Code section 1798.1 because it contains personal information as defined by the Civil Code section 1798.3.

Scope and Content Note
The Deceased Pharmacist Files contain applications and certificates of licentiate showing: name, birth date, birth place, photograph, test scores, education, experience, home address and place of employment. Also included in the files are college transcripts, pharmaceutical experience affidavits, criminal record checks, death notices, and correspondence.
See Board of Pharmacy database for details.

Series 39 Retired/Cancelled Pharmacist Files 1923-1990

Physical Description: 65 file folders

Arrangement
Arranged alphabetically by pharmacist's name.

Access Information
This series is restricted per Civil Code section 1798.1 because it contains personal information as defined by the Civil Code section 1798.3.

Scope and Content Note
The Retired/Cancelled Pharmacist Files contain applications and certificates of licentiate showing: name, birth date, place of birth, photograph, test scores, education, experience, home address, and place of employment. Also included in the files are college transcripts, pharmaceutical experience affidavits, criminal record checks, request for retirement or cancellation of license and other correspondence.
See Board of Pharmacy database for details.
Series 40 Cancelled Pharmacy Files 1929-1989

Physical Description: 91 file folders

Arrangement
Arranged chronologically by pharmacy's license number.

Scope and Content Note
Cancelled Pharmacy Files contain pharmacy inspectors report, pharmacy licenses, change of permit requests, applications to sell hypodermic syringes and needles, applications to establish and conduct a pharmacy, affidavits of non-pharmacist personnel, application for pharmacy remodel, blue prints, and correspondence.

See Board of Pharmacy database for details.