

Oregon Board of Pharmacy

Schedule of Administrative Fees

In accordance with OAR 855-110-0015(4), the Board of Pharmacy established the following fees: Upon request fees may be waived as specified in OAR 855-110-0015(7).

1. General:

Provide an estimate of costs for the services requested:	No charge
The first 30 minutes of staff time to provide the information requested:	No charge
After 30 minutes, staff time will be charged at:	
(i) Administrative staff time:	\$28 per hour in increments of 15 minutes;
(ii) Management or pharmacist time:	\$48 per hour in increments of 15 minutes;
(iii) IT Consultant time	\$100 per hour or part thereof;
(iv) Department of Justice (DOJ) attorney fees:	Actual costs as billed to the agency by DOJ.

2. Duplication and delivery of records:

The first 10 pages:	No charge.
Each page printed or copied after the first 10:	\$0.25 per page.
Records provided on digital media such as CD, or any other media:	\$5 / CD Other media at actual cost.
Facsimile within area code 503:	\$.30 / page. Maximum of 20 pages
Facsimile outside area code 503 (within USA):	\$.50 / page. Maximum of 20 pages
Facsimile to international numbers:	Actual cost.
Electronic mail message including attachments:	No charge, however staff time may apply.
Mail or other delivery service:	Actual cost.
Electronic lists of licensees and registrants:	\$80 per category
Electronic lists of <u>individual</u> licensees BASIC list (name, mailing address, public email address)	\$25 per category, this does not apply to outlets
Manual license verification:	\$10 per license number (including lapsed and inactive numbers).
Certified copies (two per page)	No charge for first page \$5 per additional page

4. Publications:

Copies of Laws and Rules (available free through the Board web site):	\$25 per CD or paper set for delivery within the USA; \$25 plus actual delivery costs for delivery outside the USA;
Board quarterly newsletter (available free through the Board web site):	Paper copies - \$5.00 per edition.
Duplicate wall certificates:	\$20 each;
Re-mailing of renewal forms or other documents when the applicant has failed to notify the Board of a change of address:	\$25 per set;
Duplicate sets of renewal forms:	\$5