

STATE OF NEW HAMPSHIRE
BOARD OF PHARMACY

121 South Fruit Street
Concord, NH 03301-2412

DEC 17 '14 PM 12:40 DAS

2C 9B



December 11, 2014

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, NH 03301

REQUESTED ACTION

- 1) Authorize Margaret Clifford, Chief Compliance Investigator and Board Member John Genovese of the New Hampshire Board of Pharmacy, to attend the Inspection Blueprint Development Workshop to be held January 14, 2015 through January 15, 2015 in Rosemont, IL, effective upon Governor and Council approval.
- 2) Further authorize them, pursuant to RSA 4:8, and Administrative Rule 311.10, to accept complimentary scholarship from NABP including admission to the scheduled workshop and travel, accommodations not to exceed \$ 1,500.

EXPLANATION

The National Association of Boards of Pharmacy (NABP) is the impartial professional organization that supports the state boards of pharmacy in protecting public health. The meetings NABP hosts each year provide board of pharmacy members and staff in the pharmacy profession with an opportunity to expand their knowledge base, stay up-to-date on new developments in pharmacy, and network with colleagues.

Margaret Clifford, Chief Compliance Investigator and Board Member John Genovese, will participate in the development of a standardized pharmacy inspection tool, making sure that NH's needs are met.

Expenses for the event include:

Admission: Complimentary
Hotel: Complementary
Airline Travel: Complementary
Auto Mileage: Complementary

The Board of Pharmacy respectfully asks for approval of this request.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Charles J. Panaras".

Charles J. Panaras, R.Ph.
Board President



National Association of Boards of Pharmacy

1600 Feehanville Drive • Mount Prospect, IL 60056

Tel: 847/391-4406 • Fax: 847/391-4502

Web Site www.nabp.net

nabp

TO: EXECUTIVE OFFICERS – STATE BOARDS OF PHARMACY
FROM: Carmen A. Catizone, Executive Director/Secretary
DATE: November 26, 2014
RE: Inspection Blueprint Development Workshop Follow-up

NABP would like to thank all of the executive officers who expressed interest in NABP convening a workshop of executive officers and compliance officers to develop an inspection blueprint. As previously stated, NABP will cover the travel expenses of the executive officer and one compliance representative from each board of pharmacy to attend this development workshop on January 14-15, 2015, at the Westin O'Hare in Rosemont, IL.

In order to receive travel information for the workshop, please send your board's attendee name(s) and e-mail address(es), if you have yet to do so, no later than **Friday, December 5, 2014** to Penny Moroney, NABP meeting services manager, at pmoroney@nabp.net.

Thank you in advance for your attention and prompt response to this request.

cc: NABP Executive Committee

The National Association of Boards of Pharmacy® (NABP®) looks forward to your participation in the upcoming Inspection Blueprint Development Workshop.

The meeting will take place Wednesday, January 14, 2015 from 8 AM – 4 PM and Thursday, January 15, 2015 from 8 AM – 12 PM. A group dinner is scheduled for Wednesday, January 14.

Dress code for the meeting and dinner is business casual.

Hotel Arrangements

Please complete and return the attached Attendance/Hotel Reservation Form no later than **December 19, 2014**. NABP staff will reserve your hotel room and place your sleeping room and tax on the NABP master account for direct billing. Please be aware that only the cost of your room and tax will be charged to the NABP account. Room service and other incidentals must be handled personally with the hotel, although you may submit some of these expenses for reimbursement.

NABP has reserved rooms for participants at:

The Westin O'Hare Hotel
6100 N. River Road
Rosemont, IL
Phone: 847/698-6000

Travel Information- Mention Meeting Code 4302

Please book your air travel to arrive in Chicago on Tuesday, January 13 and your departure flight for any time after 2:00 PM, Thursday, January 15. NABP Policy requires that all travelers use its designated travel agency, Options Travel Service. Contact Options Travel at 1-800/544-8785 and **mention Meeting Code 4302**. Options Travel will bill your airfare directly to NABP, and you may keep all your frequent flyer miles. Please book your flights as soon as possible to secure the lowest possible airfare.

If you do not use Options Travel you will not be reimbursed for your travel.

Airport Transportation

The Westin Hotel shuttle will transport you to and from O'Hare Airport. The shuttle runs every 30 minutes and can be accessed at Door 3 at the bus and shuttle service area, located one level below the baggage claim area. No reservations are required. If you prefer to take a taxi, please call 847-303-0303. We caution you against using city cabs found in the staging line outside of the terminals. Because the hotel is so close to the airport the driver might charge you double or triple for the trip.

Reimbursement of Expenses

NABP will reimburse you for reasonable expenses according to the policy delineated on the NABP expense report and guidelines. Expenses must be itemized and documented on the expense report form with original receipts attached. Although your air fare booked through Options Travel will be billed directly to the NABP account, please attach your airline ticket passenger receipt to the expense report.

For your convenience, attached is the Attendance/Hotel Reservation, please fill out and return no later than December 19.

Should you have any questions or concerns, feel free to contact me directly at 847/391-4440.

We look forward to hearing from you.

Penny Moroney
NABP Meeting Services Manager
NABP
1600 Feehanville Drive
Mount Prospect, IL 60056
Phone: 847/391-4440 Fax: 847/391-4502