



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
Bureau of Health Professions Licensure
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**Board of Registration in Pharmacy
Drug Control Program**

Joint Policy 2020-09: Emergency Contraception Standing Order

This policy outlines the requirements for pharmacists to dispense Emergency Contraception ("EC") pursuant to a written standardized procedure or protocol (i.e. standing order) as permitted by M.G.L. c. 94C, § 19A.

I. Standing Order Requirements

1. An actively practicing physician must develop, date, and sign a standing order as well as provide an expiration date not to exceed 2 years. A model standing order can be located here:
<https://www.mass.gov/doc/emergency-contraception-model-standing-order/download>
2. The order may only include FDA approved drugs that are indicated for emergency contraception.
3. The order must designate the authorized pharmacy(ies).
4. The initial order must be filed with the Board of Registration in Pharmacy at:
Pharmacy.Admin@MassMail.State.MA.US
5. A copy must be maintained on site at each participating pharmacy.

II. Pharmacists' Requirements

1. Training accredited by the Accreditation Council on Pharmacy Education (ACPE) must be completed to include instruction on the following:
 - a. referring patient for additional service and follow-up;
 - b. quality assurance; and
 - c. proper documentation.
2. Proof of training must be maintained on site at the pharmacy.

III. Reporting Requirements

1. Complete and submit the reporting form by August 1st each year:
<https://www.mass.gov/how-to/submit-an-annual-report-for-emergency-contraception>
 - a. Information from July 1 to June 30 of the prior year must be reported by August 1st.
 - b. Total number of doses (units of use) dispensed pursuant to the standing order (not those dispensed by patient specific prescriptions issued by a prescriber).
****If it is not possible to segregate those doses dispensed under the standing order, provide the total number of doses dispensed.
 - c. Do not include any patient names or identifiers.
 - d. An authorized representative for a group of pharmacies under common ownership or control may report on behalf of all pharmacies, provided subtotals are submitted for each location by zip code and either the license number or Controlled Substance Registration number.

For more information, review the Sexual and Reproductive Health Program's website:
<https://www.mass.gov/topics/emergency-contraception-services>

Supersedes Policy 2006-01

Please direct any questions to:

Board of Registration in Pharmacy: Pharmacy.Admin@MassMail.State.MA.US

Sexual and Reproductive Health Program: pharmacy.dph-ec@state.ma.us