



**APPLICATION AND INSTRUCTIONS TO PROVIDE REMOTE SERVICES USING  
 AUTOMATED DISPENSING AND DELIVERY SYSTEMS (ADDS) LICENSE**

An Automated Dispensing and Delivery System (ADDS) is a mechanical system that dispenses and delivers prescription drugs to patients at a remote delivery site and maintains related transaction information. The pharmacist-in-charge (PIC) of the provider pharmacy is responsible for all pharmacy operations involving the ADDS system.

The provider pharmacy shall comply with appropriate controlled substance registrations for each remote delivery site if dispensed controlled substances are maintained within an ADDS at the facility. See [§291.121\(d\)](#) for complete rules and regulations.

**Mail completed application & fee to:**

Texas State Board of Pharmacy  
 1801 Congress Ave., Ste. 13.100  
 Austin, TX 78701

FOR TSBP USE ONLY			
File #	App #	Entity #	Trans Code#
			7007-1030
Amount Rcv'd	License #	AFL Date	

<b>Remote Pharmacy Application Fee:</b>	<b>\$100.00</b>
This application <b>MUST</b> be submitted with a check or money order made payable to the Texas State Board of Pharmacy.	

Type or clearly print (all blanks must be complete – if not applicable, enter N/A)

<b>1 Automated Dispensing and Delivery System Information</b>				
Remote Pharmacy Name		Anticipated Date for Commencing Operation of ASDS		
Remote Pharmacy Street Address:	Ste.	City	State	Zip
Description of Remote Delivery Site Facility (e.g., Professional Building, Medical Office, Health Facility, etc.)		Physical Location of ADDS within Remote Delivery Facility (e.g., "Main Lobby/Entrance", "At Suite 123", etc.)		
ASDS Company Information (Product Manufacturer)		Remote Email Address		
<b>2 Provider Pharmacy Information</b>				
Provider Pharmacy Name			Provider Pharmacy License No.	
Provider Pharmacy Street Address	Provider Ste.	Provider City	Provider State	Provider Zip
<b>3 Type of Provider Pharmacy (check one)</b>				
<input type="checkbox"/> Class A	<input type="checkbox"/> Class A-S	<input type="checkbox"/> Class C	<input type="checkbox"/> Class C-S	
<b>4 Pharmacist-in-Charge Information</b>				
Pharmacist-in-Charge (PIC)		Texas PIC License Number	PIC Telephone Number	

**Attach copies of the following:**

- Contract or agreement to occupy the space at which the ADDS will be located (e.g., space contract/memorandum of understanding (MOU), lease agreement property ownership showing provider pharmacy as the owner of the space, etc.) with a copy of the floor plan where the unit will be located.
- Copy of the written policy and procedures manual.

**NOTE:** Prior to the issuance of a license for an Automated Dispensing and Delivery System located in Texas, the board may conduct an on-site inspection of the pharmacy in the presence of the Pharmacist-in-Charge (PIC) and Pharmacy Owner or representative of the Pharmacy Owner, to determine compliance with the regulations in the Texas Pharmacy Act and Board Rules regarding the provision of remote pharmacy services.