



Utah Department of Agriculture and Food

4315 S 2700 W
Taylorsville,
UT 84129

cannabis@utah.gov
801-982-2375

Medical Cannabis Pharmacy Operating Plan Coversheet

In accordance with 26-61a-304 and R66 a licensed Utah medical cannabis pharmacy must have an operating plan that describes how the pharmacy will comply with all applicable operating standards, statutes and administrative rules. This document is not intended to be a full comprehensive list of all operating standards, statutes and administrative rules. Medical cannabis facilities must be familiar with and comply with all operating standards, statutes and administrative rules. Statues and administrative rules change frequently, verify you are using the most up to date form.

Application type

New Application

Renewal

Business Information

Submit a current local business license or permit from the city/municipality.

Business Owner(s) Information

List of owners with 10% or greater financial or voting rights (include name and percentages). 4-41a-1202 (3)(b), 4-41a-1202 (10). List persons with power to direct or cause management or control of courier. 4-41a-1202 (3)(b)

Owner(s)	Management
Owner(s)	Management

The applicant understands that as an applicant and potential licensee you are REQUIRED to know the current statutory law, administrative rules and Departmental policies and comply in full? Yes No

Descriptions of the credentials and experience of each officer, director, and owner and prospective employee who have a financial or voting interest of 10% or greater in the proposed cannabis pharmacy; or the power to direct or cause the management or control of a proposed cannabis production establishment. *Only required if this is an initial application or if information has changed*

A description of any investigation or adverse action taken by any licensing jurisdiction, government agency, law enforcement agency, or court in any state for any violation or detrimental conduct in relation to any of the applicant's cannabis-related operations or businesses.

An active business license from the city

Proof of Performance bond/liquid cash account.

Medical Cannabis Pharmacy Operating Checklist

Please attach operating plan in designated order

Organization Information

1. List of payment providers (if applicable). 4-41a-108
2. Advertising Standards, signage, website, educational events etc. R66-5-16, 4-41a-1104
3. Quality Improvement Plan. R66-5-5(3)(k)
4. Procedure to have laws/rules readily available for staff. R66-5-3(d)
5. Procedure to store records of all transactions and employee lists. Include a list of current employees and positions. R66-5-5(3)(h), R66-5-3(1)(b)
6. Acknowledgment that license is not able to be sold or transferred. 4-41a-1001(11)(a)
7. Procedure of handling permanent closure of business. R66-5-13

Building Requirements

8. Floor plan and architectural elevation. 4-41a-1004(1)
9. Procedure to keep facility lit, ventilated, clean and sanitary. R66-5-3(1)(a)
10. Procedure for hours of operations (open at least 35 hours and how to advise patients of closure during normal hours). R66-5-3(3-4)

Security Plan

11. Floor plan with camera positions and areas of coverage. R66-5-7
12. Alarms, surveillance, locks. R66-5-7
13. Procedure to prevent diversion/theft. R66-5-7(6)(a), R66-5-7(6)(i), R66-5-8(4), R66-5-8(6)
14. Emergency plan for theft or loss of product. R66-5-5(3)(i)
15. Procedure to safeguard EVS/ICS patient information. R66-5-3(6)
16. Check-in procedure (including curbside/ drive thru if applicable). R66-5-19(2), R66-5-15
17. Procedure to prevent medical cannabis from being consumed at pharmacy. 4-41a-1101(7)
18. Procedure on cash handling. R66-6-7(6)(i)
19. Transportation Procedure (between pharmacies, recalls/disposition back to processor, etc.). 4-41a-1203, R66-5-9

Employee Procedures

20. Training Standards. R66-5-22

21. Adequate staffing: PMP on duty, PIC assignments, reasonable ratio of agents to pharmacists, agent duties, supervision during deliveries, access while pharmacy closed. R66-5-5(3), R66-5-6, R66-5-19
Inventory Procedures
22. Storage/ICS usage/product options. R66-5-8
23. Procedure to ensure correct labeling. R66-5-5(3)(a), R66-5-7(7)(b)(ii), R66-5-19(2)(i), 4-41a-1101(8), 4-41a-1101(9)(b), 4-41a-1102(2)(a), 4-41a-1102(3)(a)(v), 26B-4-201(42)
24. Disposal Program>Returns process. R66-5-10, 4-41a-1101(11), R66-5-8(2), R66-5-9(2), 4-41a-1205(3-4)
25. Procedure for product Recall. R66-5-11
Sales Procedures
26. Procedure to keep sales within the state or RMP dosage limit, standards for partial filling. 26B-4-231
27. Procedure to prohibit sale of expired, misbranded, adulterated, opened product. R66-5-3(7)
28. Procedure to enter LMP certifications. R66-5-18
Change Requests (Renewal Only)
29. Attach all approved change requests to the application
Home Delivery (If Applicable)
30. List/description of vehicles. R66-6-3(3)(f)
31. Procedure to maintain records of employees. R66-6-3(3)(e), 4-41a-1204(10)
32. Employee Training Standards. R66-6-7
33. Security Plan. 4-41a-1202(14)(d)
34. Storage plan that keeps product safe and sanitary. 4-41a-1205(3)(a)(i)
35. Procedure for creating/maintaining the manifest and trip log. R66-6-3(3)(g), R66-6-3(3)(i)
36. Procedure if items are missing. R66-6-3(9)
37. Return procedures. R66-6-3(10), 4-41a-1205(3-4)
Delivery Procedures
38. Payment has been made prior to delivery. 4-41a-1205 (2)(c)(iii)
39. Record keeping in ICS. R66-6-3(3)(b), R66-6-4(2)(a)
40. No person other than courier agent in vehicle. R66-6-3(3)(h), R66-6-4(2)(d)
41. Verify delivery is to the cardholder. R66-6-3(4)(a), R66-6-4(3)(a)
42. Only deliver during 6am-10pm. R66-6-3(4)(b), R66-6-4(3)(b)
43. Does not leave product unattended for more than 1 hour in vehicle. R66-6-3(4)(c), R66-6-4(3)(c)
44. Does not make changes to orders. R66-6-3(4)(d), R66-6-4(3)(d)
45. No product consumed. R66-6-3(4)(e), R66-6-4(3)(e)
46. Wear a name badge. R66-6-3(5)(a), R66-6-4(4)(a)
47. Provide PMP contact info and hours of availability. R66-6-3(5)(b), R66-6-4(4)(b)

Certification and Acknowledgements

Applicant understands the requirements for licensure are based on current statute and rule and are subject to change. Applicant agrees as a condition of licensing that he has read and will abide by the provisions of Utah Code 4-41a and all rules promulgated thereunder and all directives of the Utah Department of Agriculture and Food. The applicant also understands that failure to adhere to or maintain the qualifications of their license, may result in suspension or revocation of the license and/or forfeiture of the performance bond or any other remedies allowed by law.

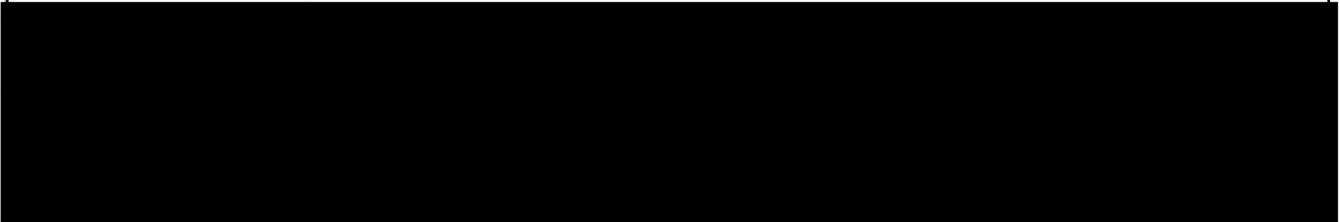
Applicant agrees to immediately notify the department of any change in ownership or financial interest of the facility; the facility's name, change in location, remodeling, expansion, reduction or physical, non-cosmetic alteration of the facility, change in written operating procedures, or change in any information submitted in this application.

The undersigned acknowledges that representatives of the Utah Department of Agriculture and Food may inspect the records and facility of a cannabis production establishment at any time during business hours to determine and ensure the cannabis production establishment is in compliance with the law. Failure to provide the department or the department's authorized agents immediate access to records and facilities during business hours in accordance with this section may result in a civil monetary penalty; license or registration suspension or revocation; or an immediate cessation of operations under a cease and desist order issued by the department.

Applicant acknowledges and understands that cultivating, possessing, using, distributing and/or selling marijuana is prohibited by federal law, notwithstanding Utah law or any authorizations in the Agent or this Registration to the contrary. Nothing in this Application is intended to provide any guidance or assistance in violating or complying with existing federal laws regulating marijuana cultivation, distribution, or use. Similarly, compliance with state law or the terms of this Registration, or possession of the registration card does not confer immunity from enforcement of federal law or federal enforcement practices. Further, nothing in this Application or the Registration Card shall be construed as advice with regard to compliance with applicable federal, state, or local tax laws or any regulatory consequences of engaging in any business in this industry.

The undersigned acknowledges that they have read and understand the statements herein and the execution thereof is done voluntarily and by the authorization of the applicant entity.

The undersigned hereby makes application to the Utah Department of Agriculture and Food and certifies that the information contained herein and attached here is true and correct.



[REDACTED]

Organization Information

1. List of payment providers (if applicable). 4-41a-108

[REDACTED]

[REDACTED]

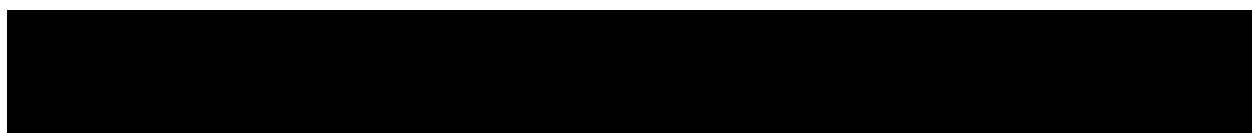
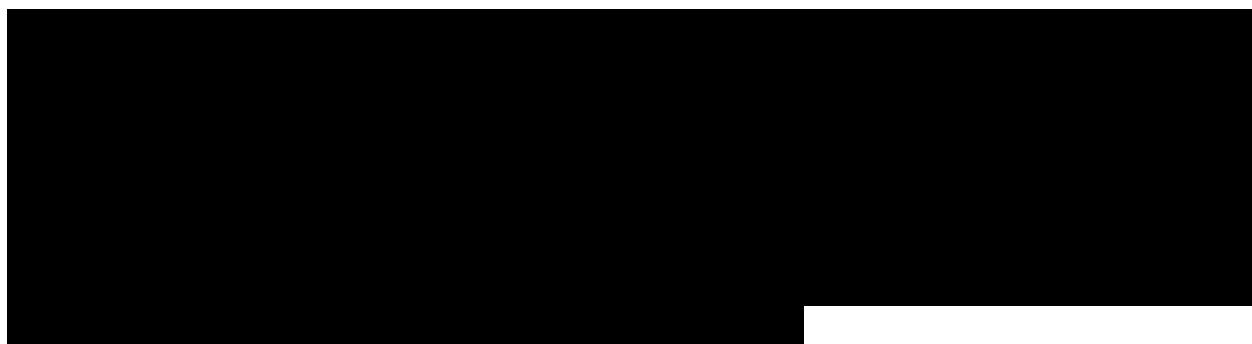
[REDACTED]

[REDACTED]

[REDACTED]

2. Advertising Standards, signage, website, educational events etc. R66-5-16
(formerly R68-40-17) , 4-41a-1104

[REDACTED]

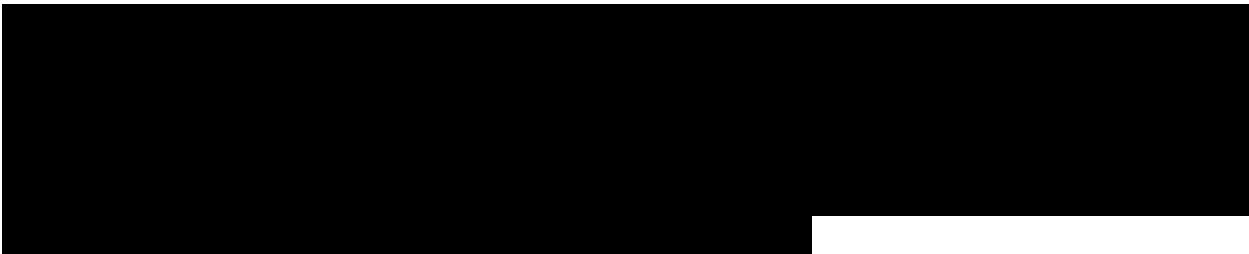




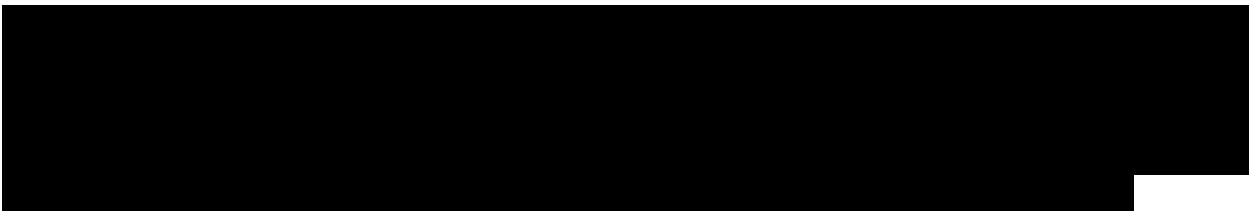
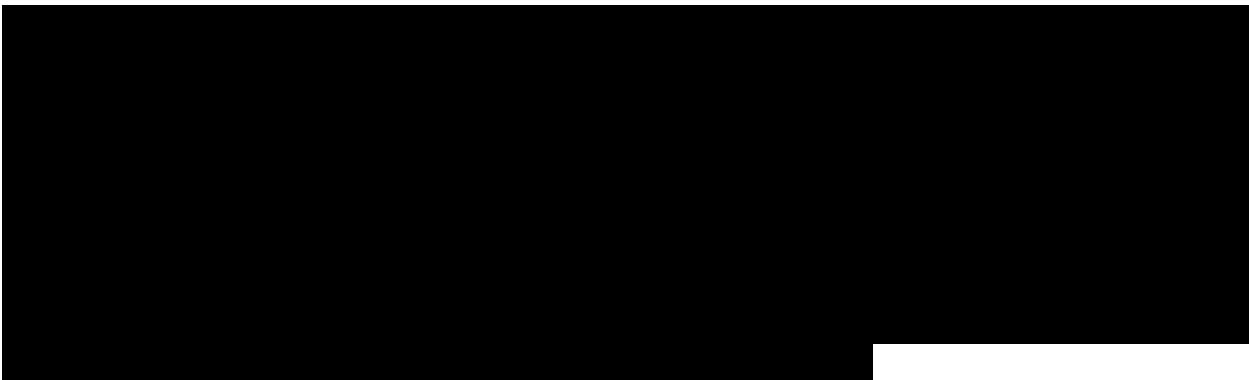
3. Quality Improvement Plan. R66-5-5 (formerly R68-40-5)



4. Procedure to have laws/rules readily available for staff. R66-5-7 (formerly R68-40-7)



5. Procedure to store records of all transactions and employee lists. Include a list of current employees and positions. R66-5-5, R66-5-3 (formerly R68-40-5, R68-40-3)



[REDACTED]

6. Acknowledgment that license is not able to be sold or transferred.
4-41a-1001(11)(a)

[REDACTED]

7. Procedure of handling permanent closure of business. R66-5-13 (formerly
R68-40-14)

[REDACTED]

[REDACTED]



Building Requirements

8. Floor plan and architectural elevation. 4-41a-1004(1)

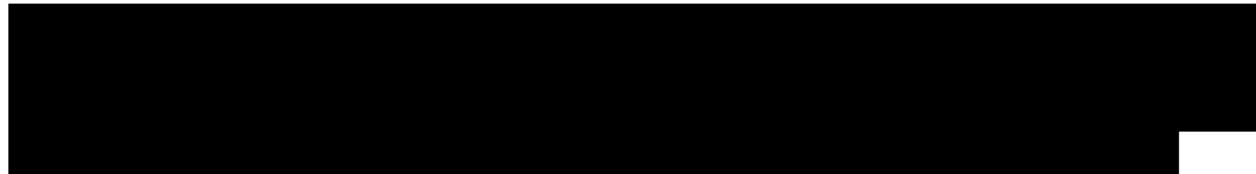
a. Floor plan:



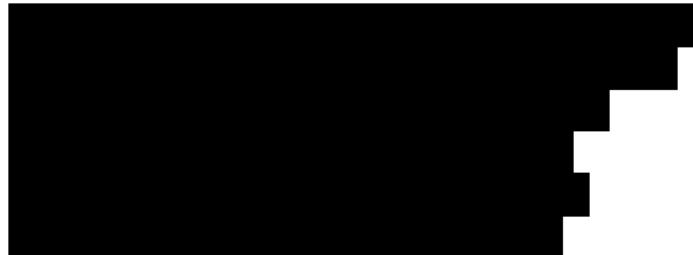
b. Architectural elevation:



9. Procedure to keep the facility lit, ventilated, clean and sanitary. R66-5-3 (formerly R68-40-3)



10. Procedure for hours of operations (open at least 35 hours and how to advise patients of closure during normal hours). R66-5-3 (formerly R68-40-3)



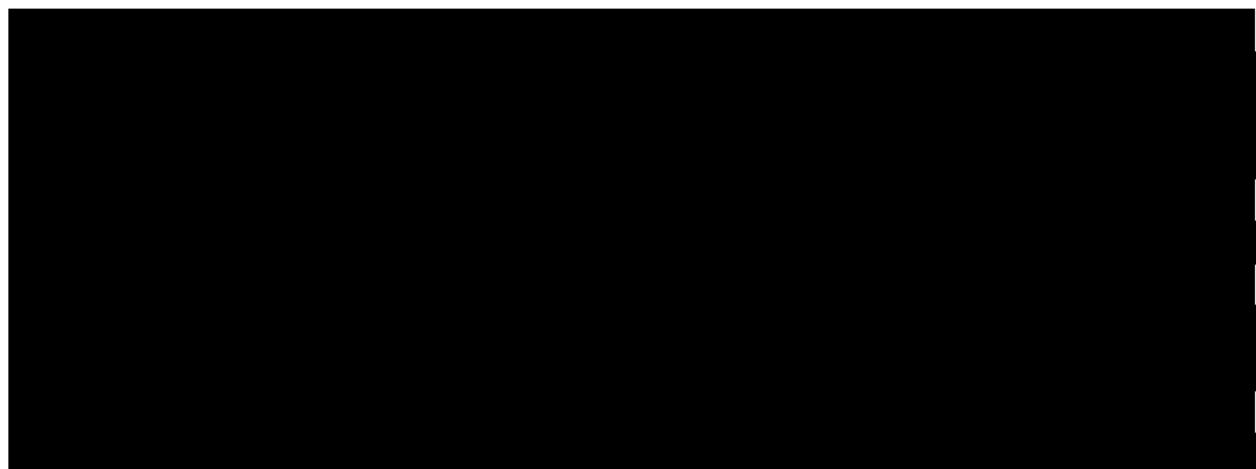


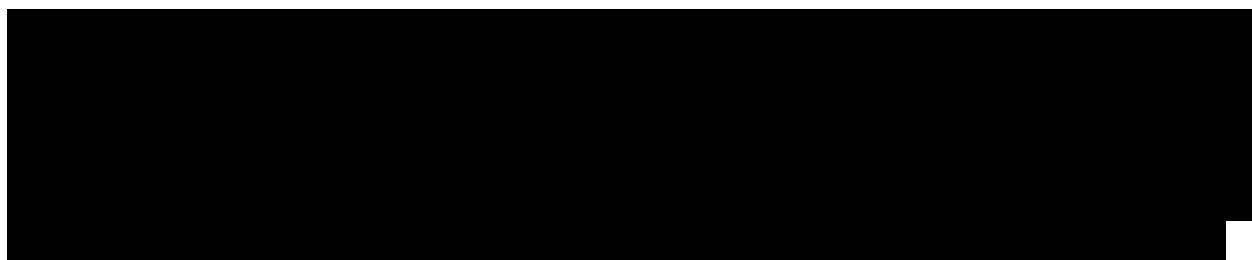
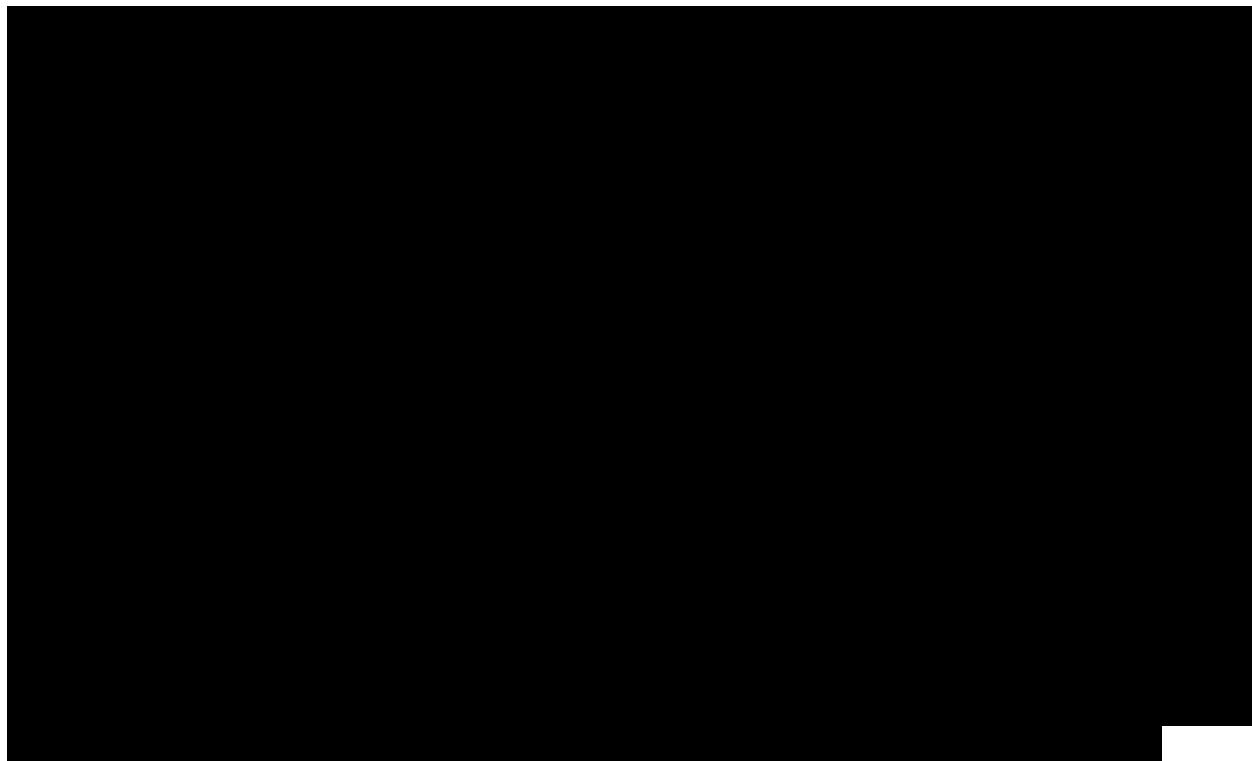
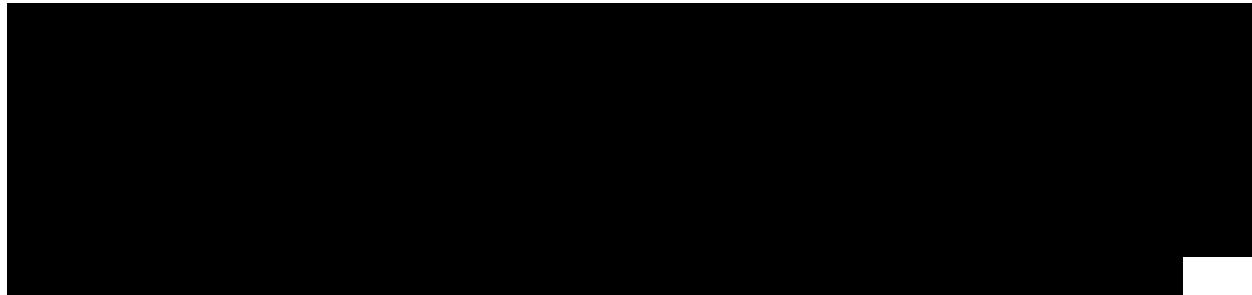
Security Plan

11. Floor plan with camera positions and areas of coverage. R66-5-7 (formerly R68-40-7)



12. Alarms, surveillance, locks. R66-5-7 (formerly R68-40-7)

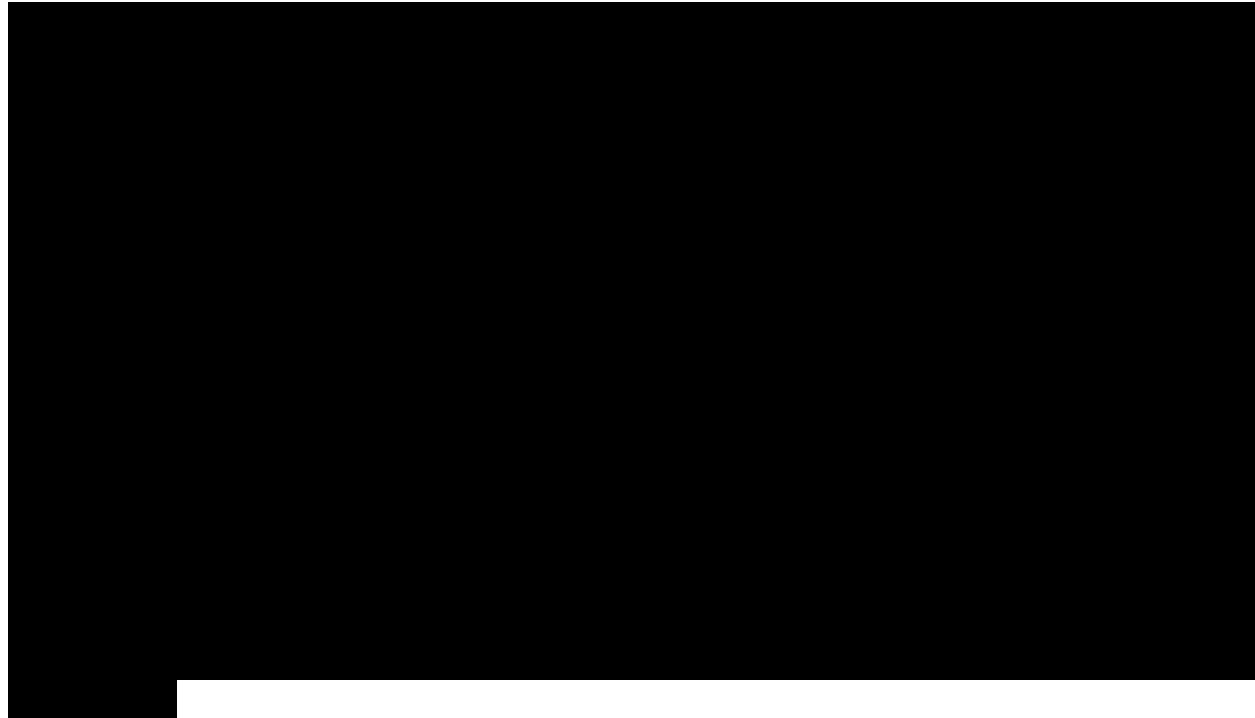




13. Procedure to prevent diversion/theft. R66-5-7, R66-5-8 (formerly R68-40-7, R68-40-8)

In addition to the prevention procedures described in section 12, WholesomeCo

14. Emergency plan for theft or loss of product. R66-5-5 (formerly R68-40-5)



15. Procedure to safeguard EVS/ICS patient information. R66-5-3 (formerly R68-40-3)

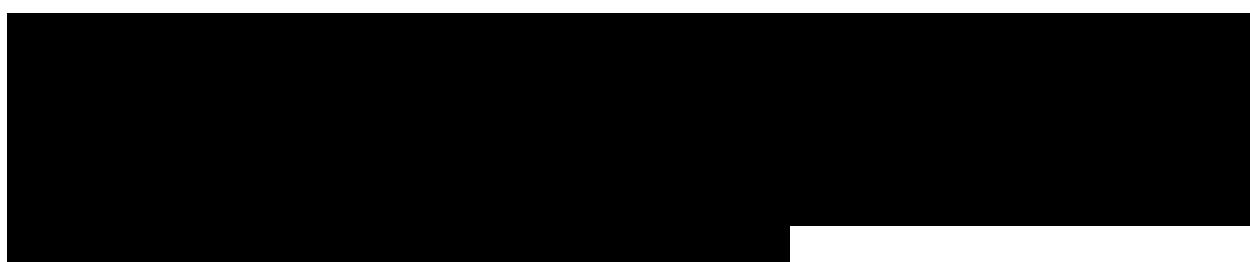
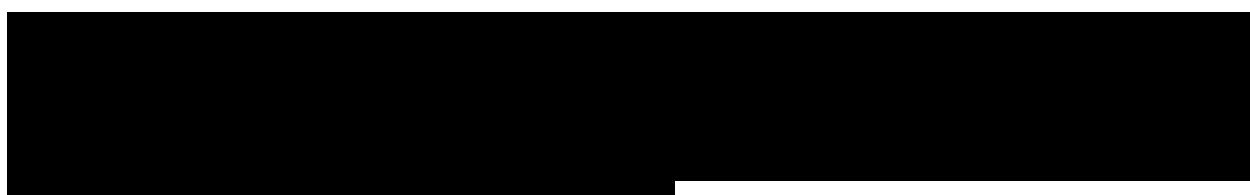


16. Check-in procedure (including curbside/ drive thru if applicable). R66-5-19, R66-5-15 (formerly R68-40-20, R68-40-16)

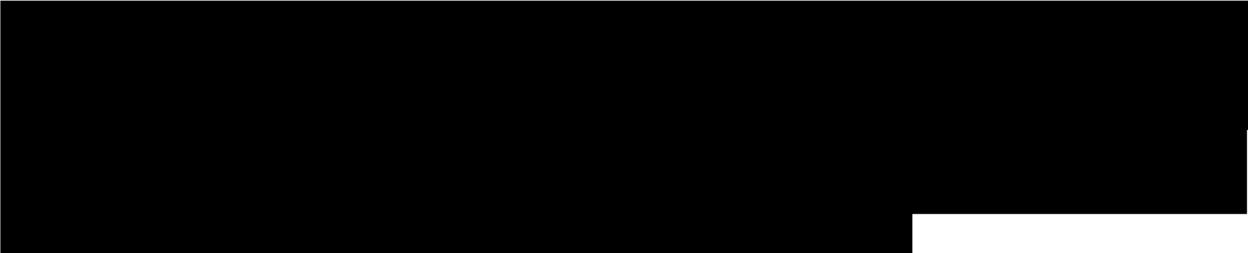


17. Procedure to prevent medical cannabis from being consumed at pharmacy.
4-41a-1101(7)

18. Procedure on cash handling. R66-5-7 (formerly R68-40-7)

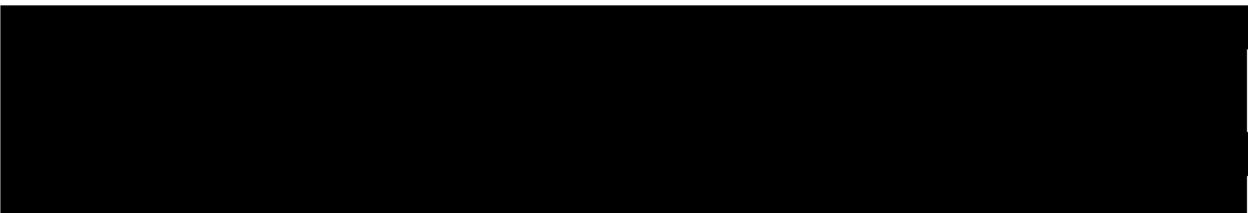


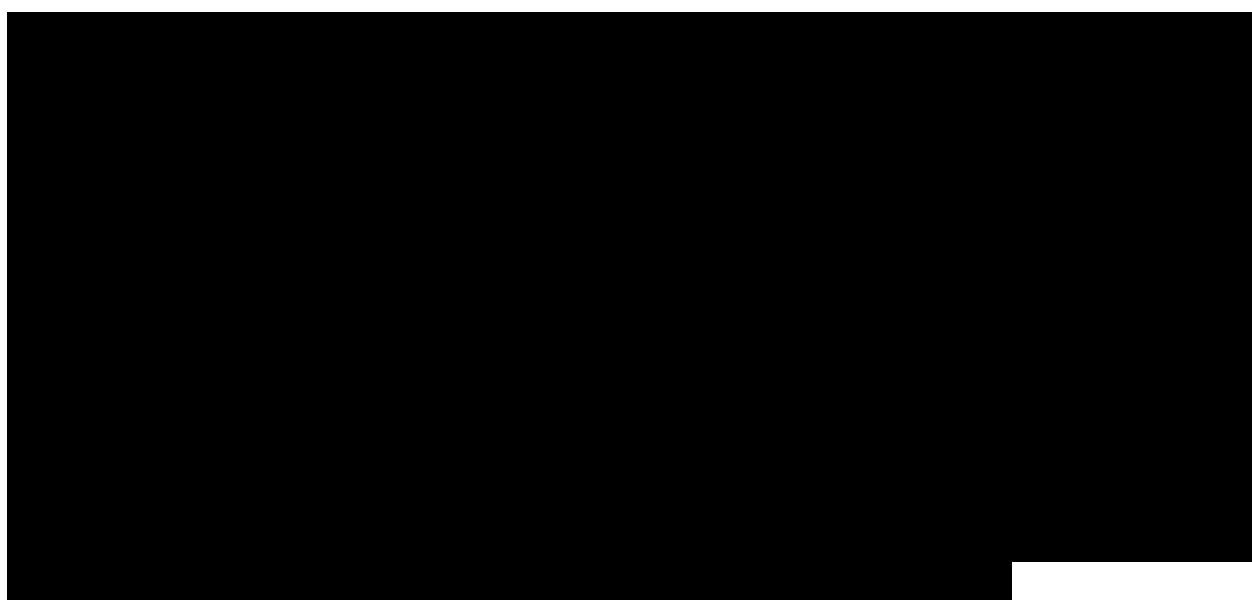
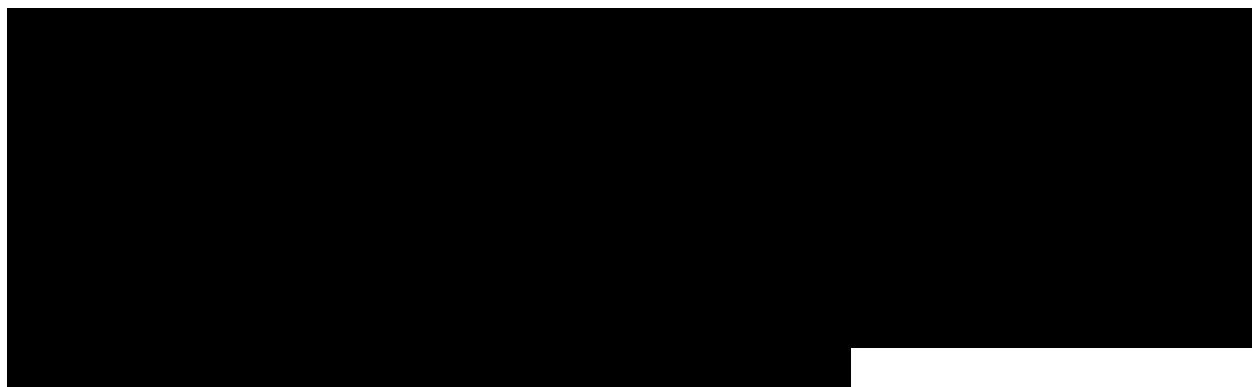
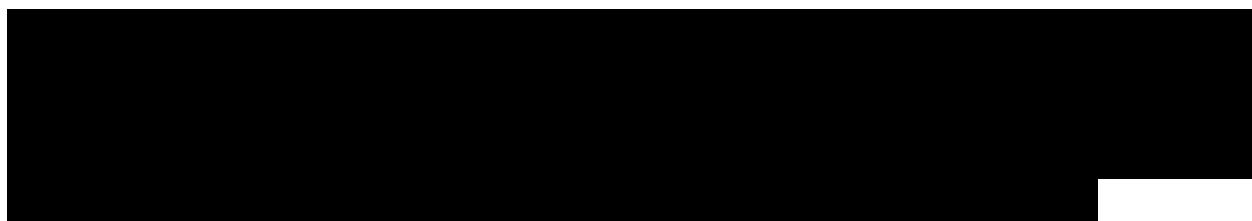
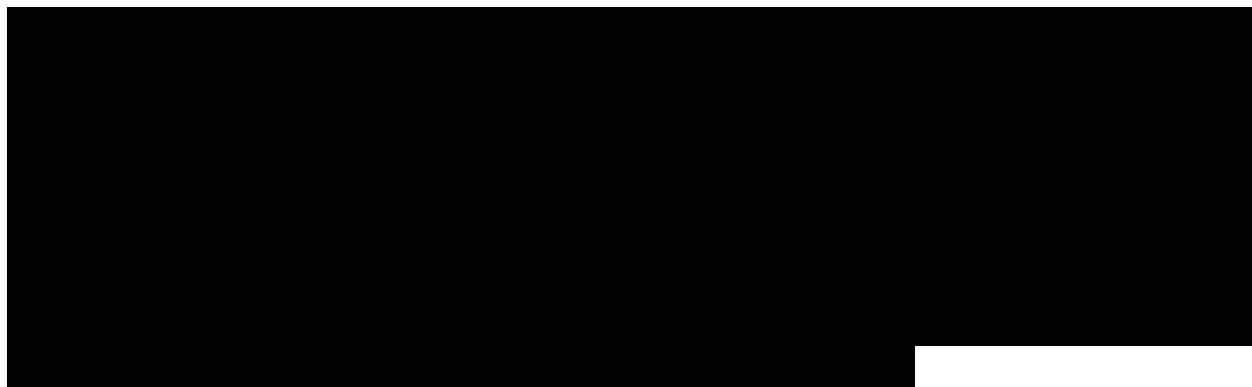
19. Transportation Procedure (between pharmacies, recalls/disposition back to processor, etc.). 4-41a-1203, R66-5-9 (formerly R68-40-9)



Employee Procedures

20. Training Standards. R66-5-22 (formerly R68-40-23)





21. Adequate staffing: PMP on duty, PIC assignments, reasonable ratio of agents to pharmacists, agent duties, supervision during deliveries, access while the pharmacy is closed. R66-5-5, R66-5-6, R66-5-19 (formerly R68-40-5, R68-40-6, R68-40-20)



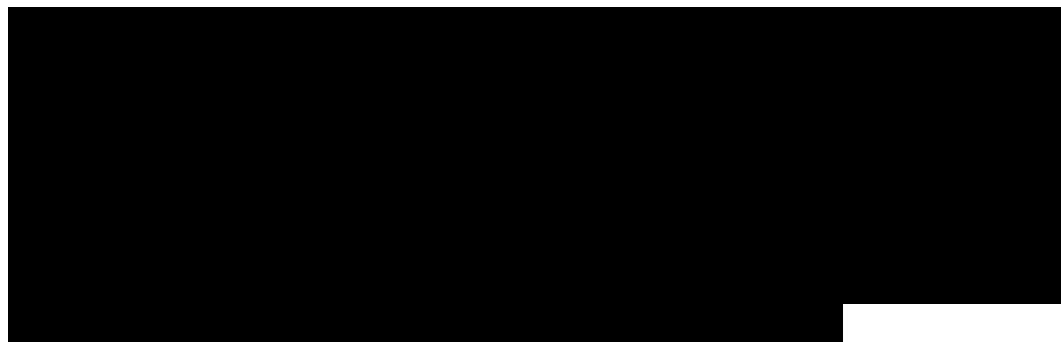
[REDACTED]

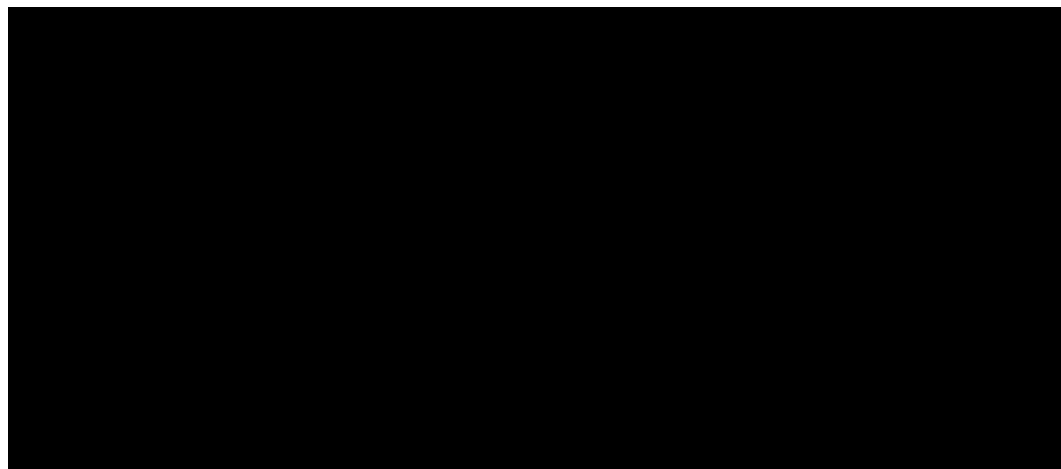
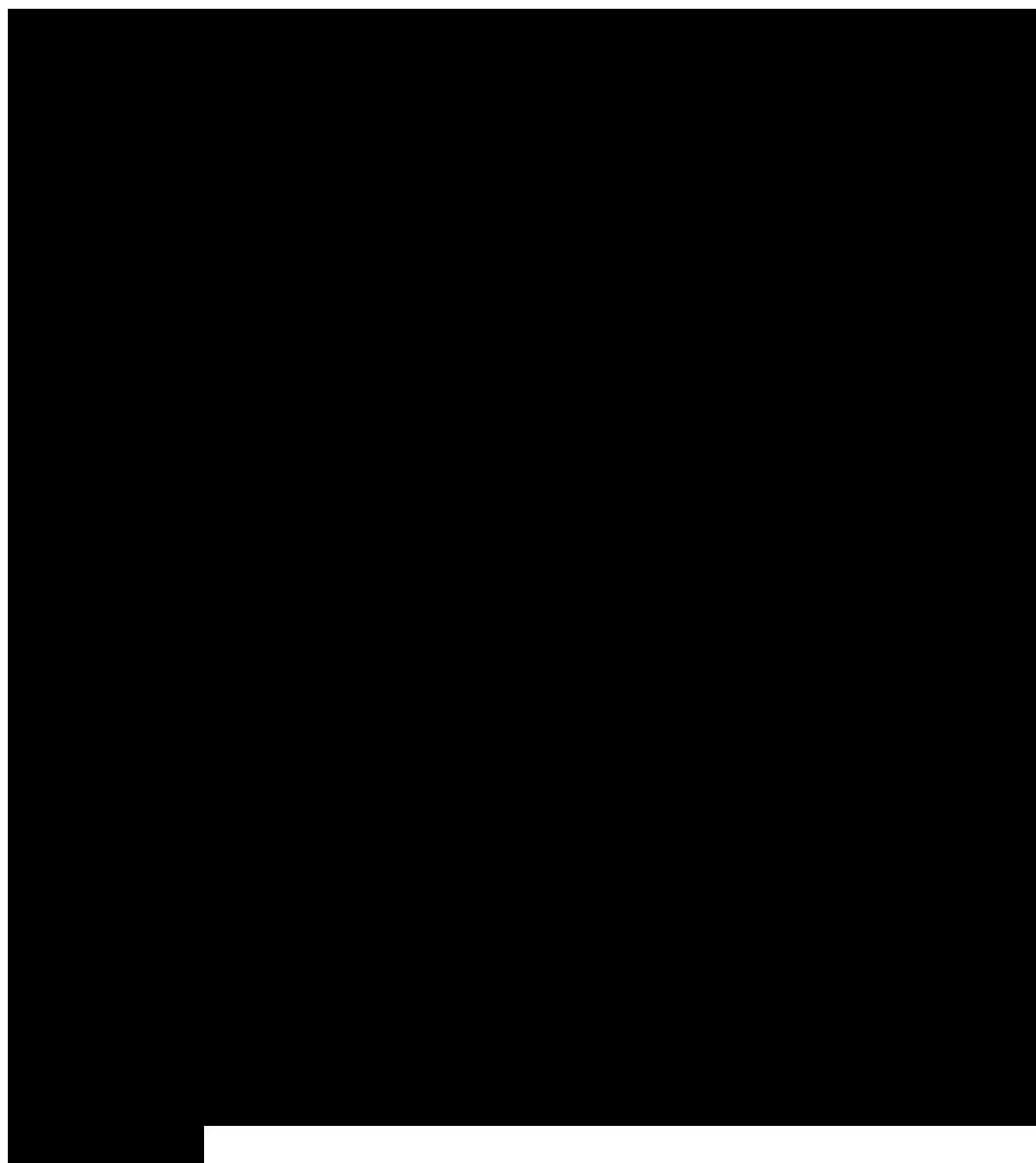
Inventory Procedures

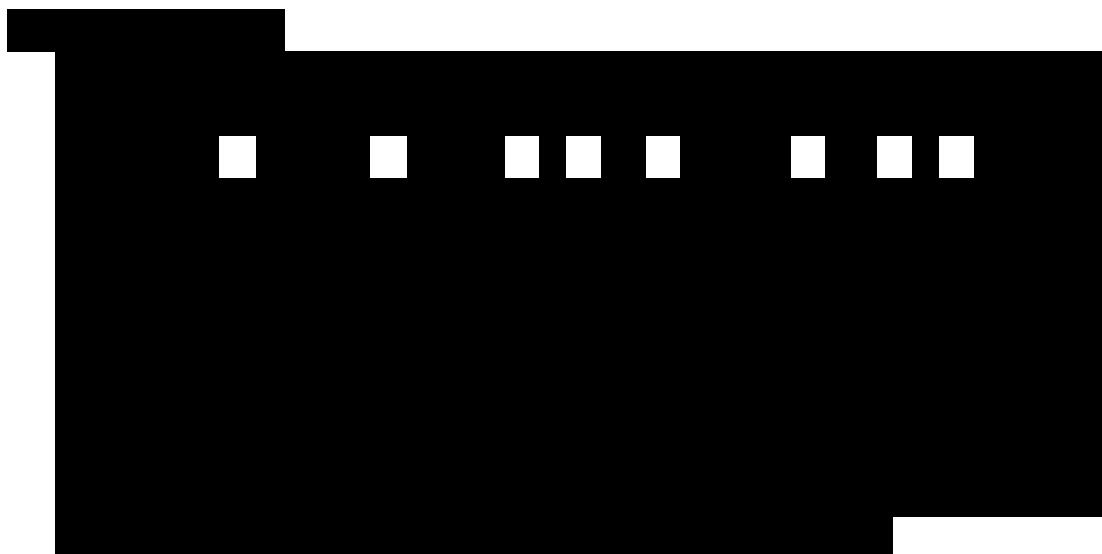
22. Storage/ICS usage/product options. R66-5-8 (formerly R68-40-8)

[REDACTED]

[REDACTED]







23. Procedure to ensure correct labeling. R66-5-5, R66-5-7, R66-5-19, (formerly R68-40-5, R68-40-7, R68-40-20), 4-41a-1101(8), 4-41a-1101(9)(b), 4-41a-1102(2)(a), 4-41a-1102(3)(a)(v), 26B-4-201(42)



[REDACTED]

[REDACTED]

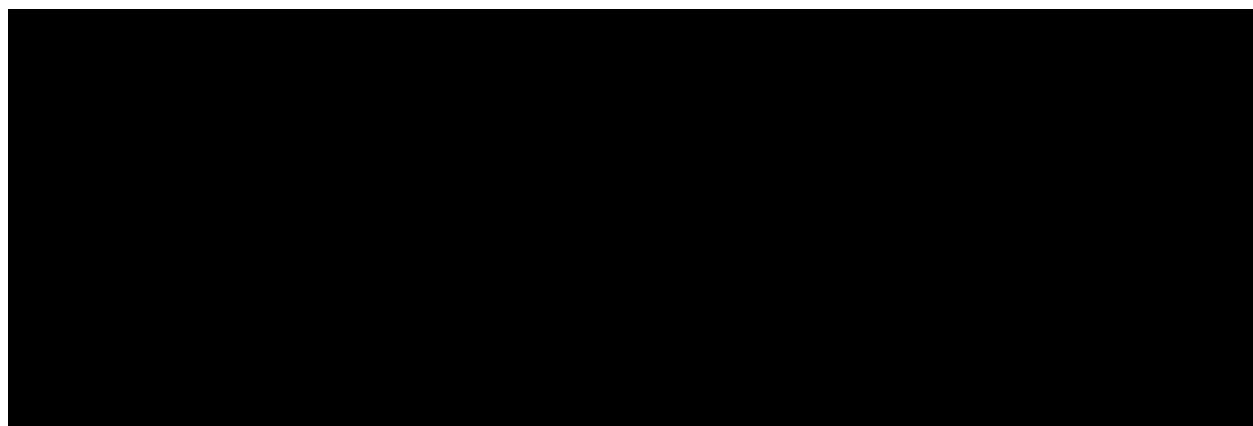
24. Disposal Program>Returns process. R66-5-10, R66-5-9 (formerly R68-40-11, R68-40-9), 4-41a-1101(11), R383-7-7(2), 4-41a-1205(3-4)

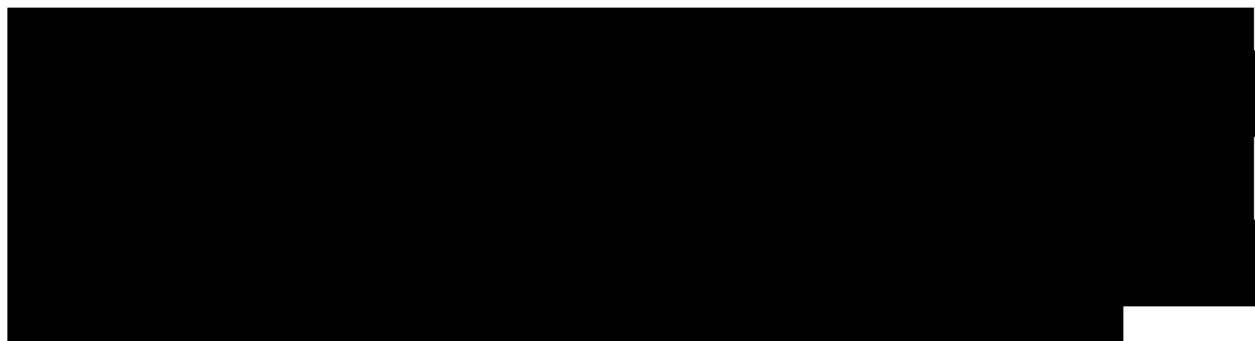
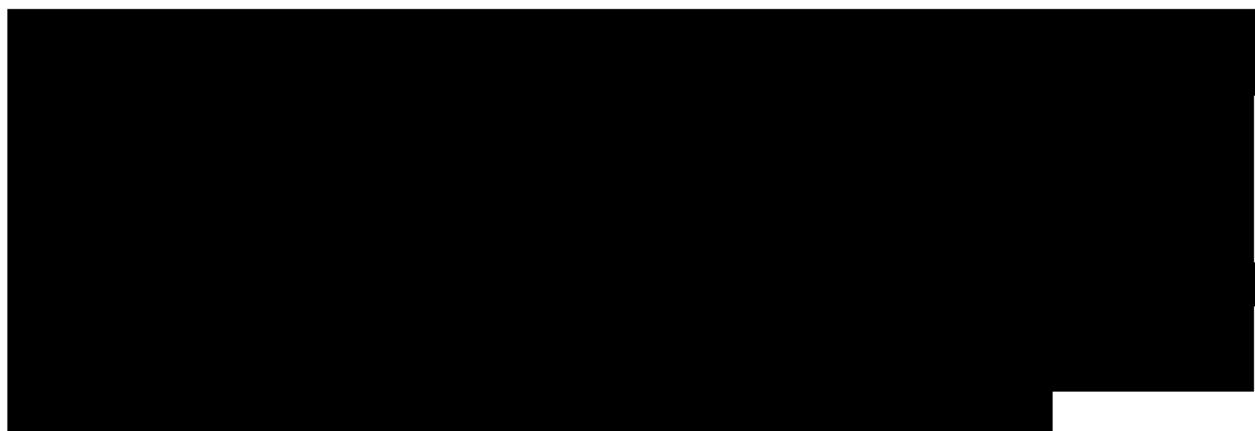
[REDACTED]

[REDACTED]



25. Procedure for product Recall. R66-5-11 (formerly R68-40-12)







Sales Procedures

26. Procedure to keep sales within the state or RMP dosage limit, standards for partial filling. 26B-4-231



27. Procedure to prohibit sale of expired, misbranded, adulterated, opened product.
R66-5-3 (formerly R68-40-3)

[REDACTED]

[REDACTED]

28. Procedure to enter LMP certifications. R66-5-18 (formerly R68-40-19)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]







Change Requests (Renewal Only)

29. All approved change requests have been attached.

Home Delivery (If Applicable)

30. List/description of vehicles. R66-6-3 (formerly R68-41-3)

11. **What is the primary purpose of the *Journal of Clinical Endocrinology and Metabolism*?**

11. *What is the primary purpose of the following statement?*

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

31. Procedure to maintain records of employees. R66-6-3 (formerly R68-41-3),
4-41a-1204(10)

[REDACTED]

[REDACTED]

32. Employee Training Standards. R66-6-7 (formerly R68-40-7



33. Security Plan. 4-41a-1202(14)(d)



[REDACTED]

34. Storage plan that keeps product safe and sanitary. 4-41a-1205(3)(a)(i)

[REDACTED]

[REDACTED]

35. Procedure for creating/maintaining the manifest and trip log. R66-6-3 (formerly R68-41-3)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

36. Procedure if items are missing. R66-6-3 (formerly R68-40-3)

[REDACTED]

[REDACTED]

37. Return procedures. 4-41a-1205(3-4), R66-6-3 (formerly R68-40-3)

[REDACTED]

Delivery Procedures

38. Payment has been made prior to delivery. 4-41a-1205 (2)(c)(iii)

[REDACTED]



39. Record keeping in ICS. R66-6-3, R66-6-4 (formerly R68-40-3, R48-40-4)



40. No person other than courier agent in vehicle. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)



41. Verify delivery is to the cardholder. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

42. Only deliver during 6am-10pm. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

43. Does not leave product unattended for more than 1 hour in vehicle. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

44. Does not make changes to orders. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

45. No product consumed. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

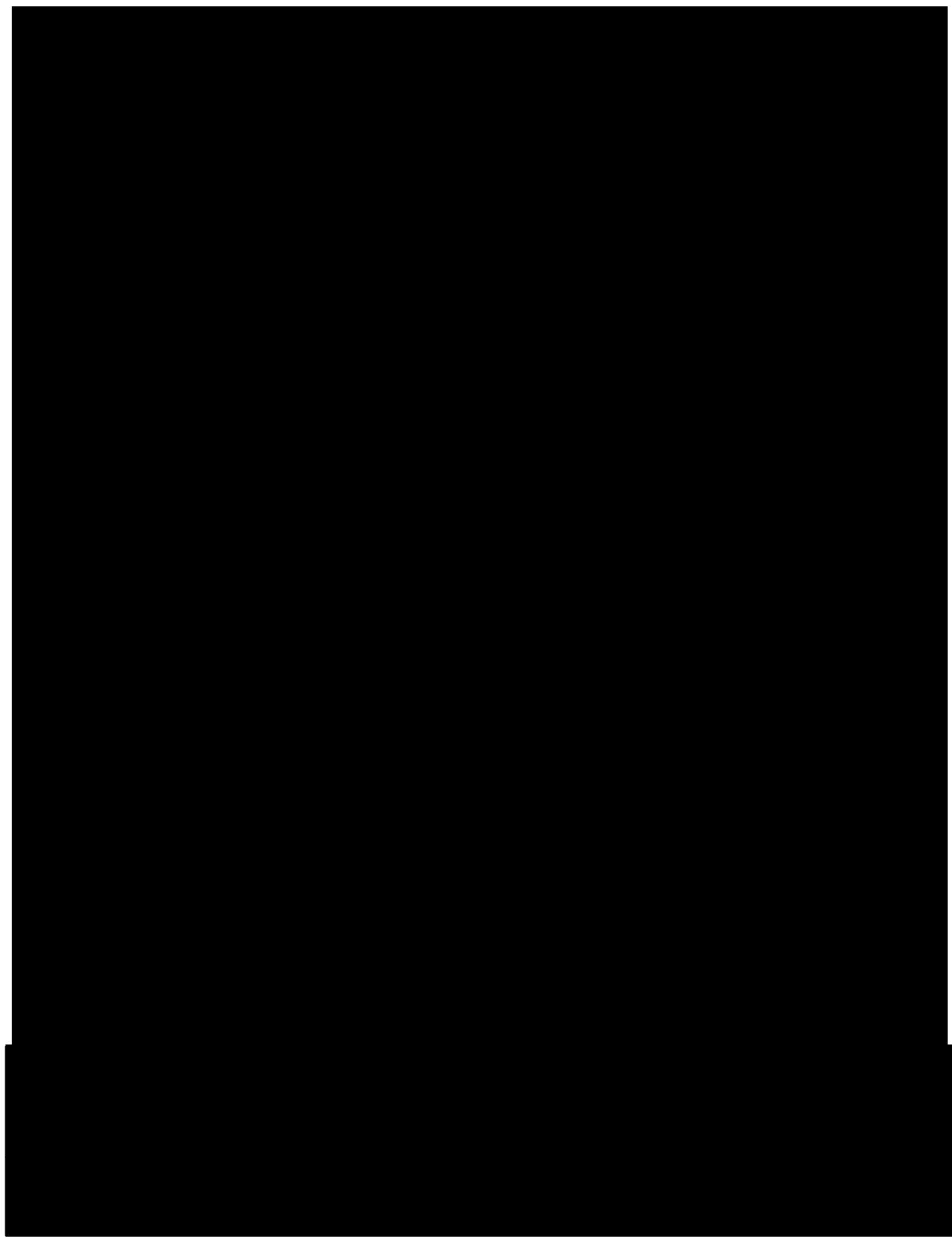
46. Wear a name badge. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

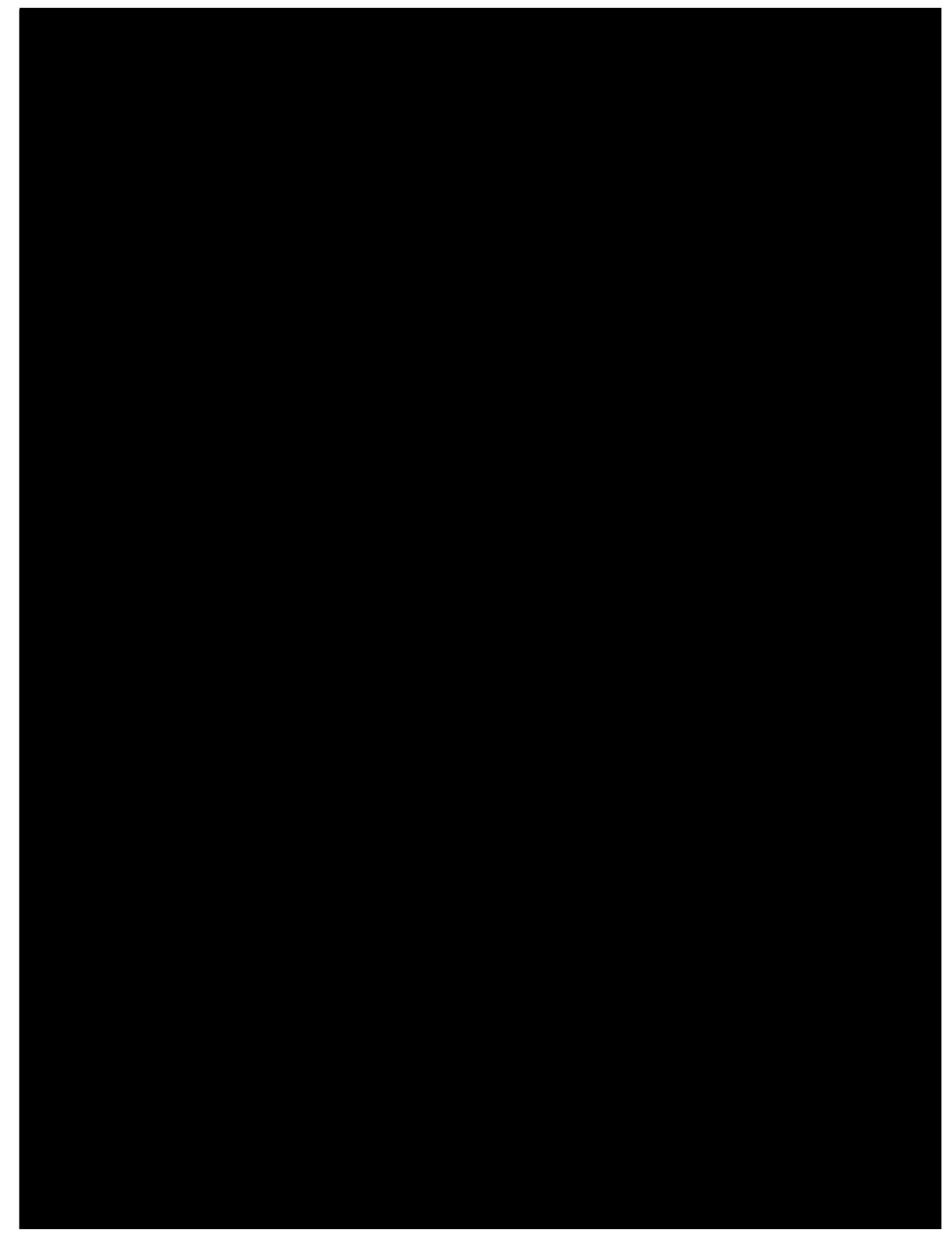
47. Provide PMP contact info and hours of availability. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)

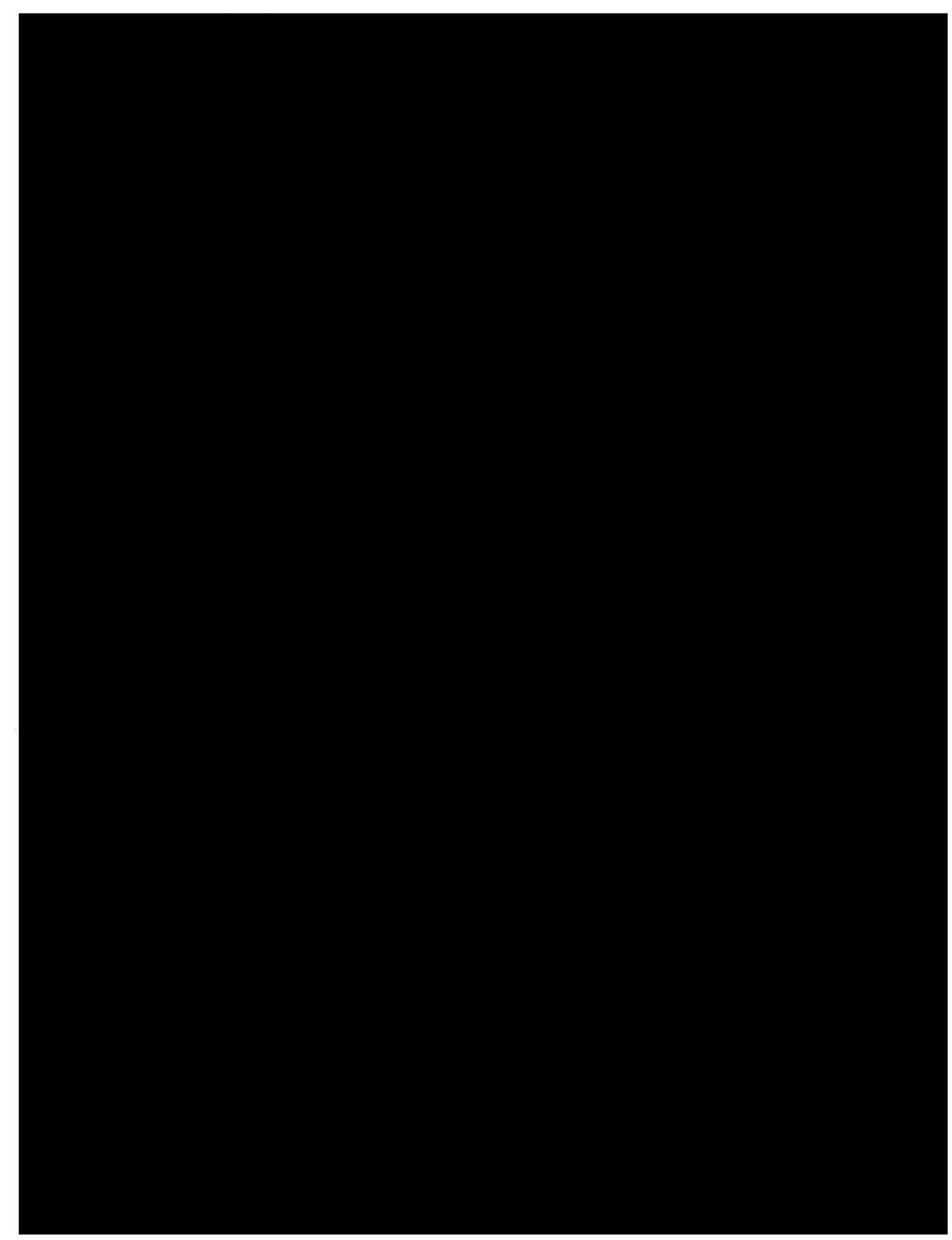


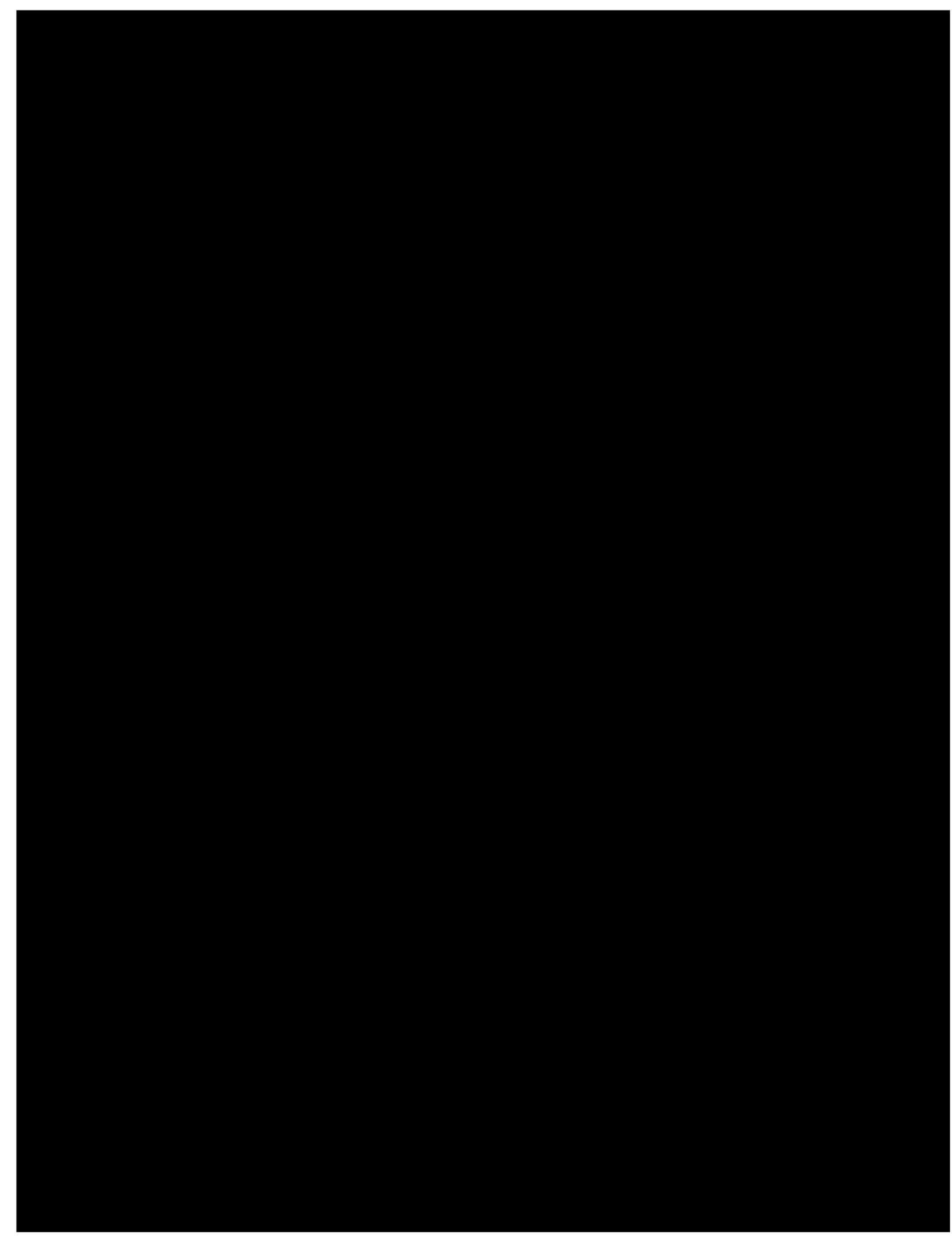
Change Requests

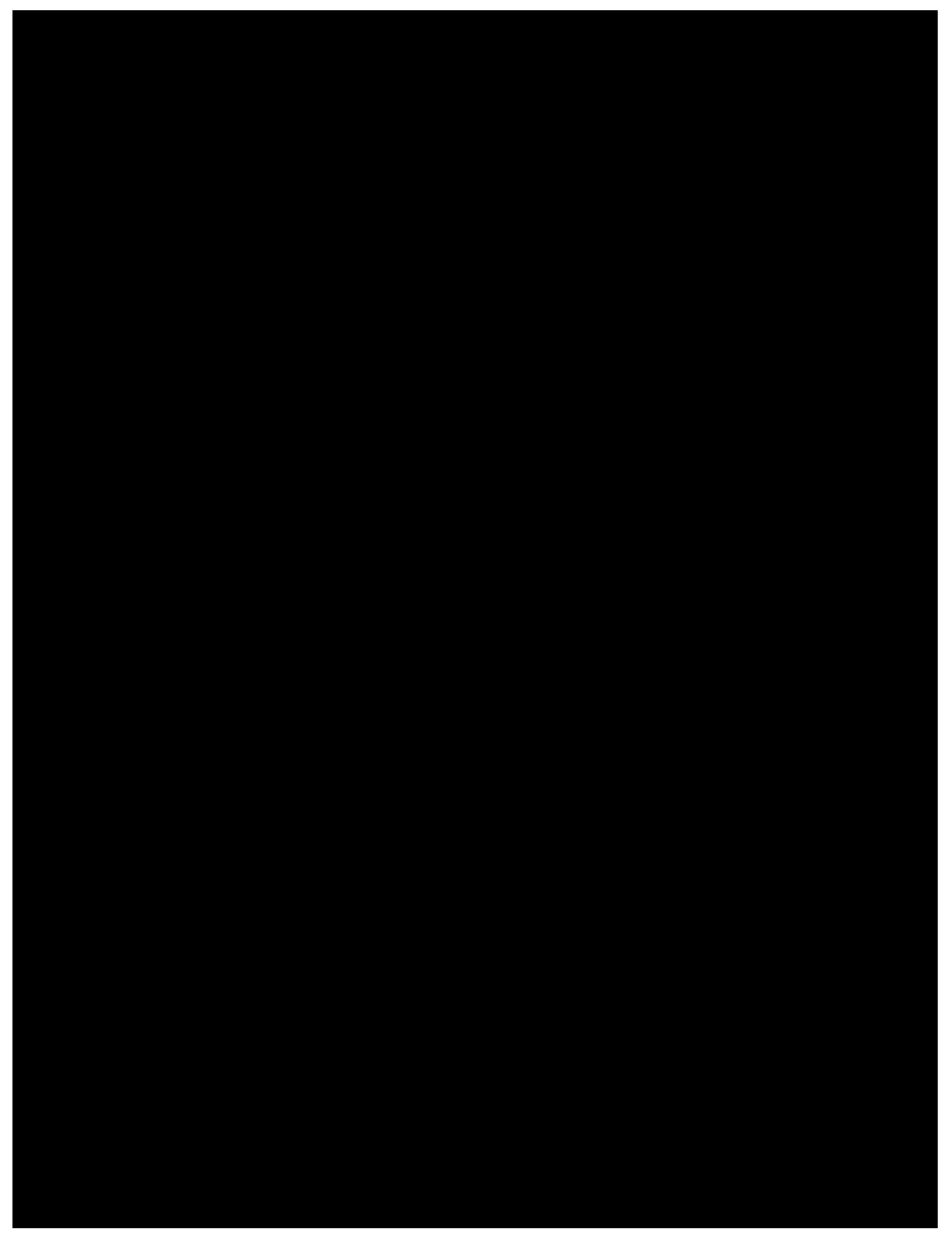
All changes are reflected in the operating plan.

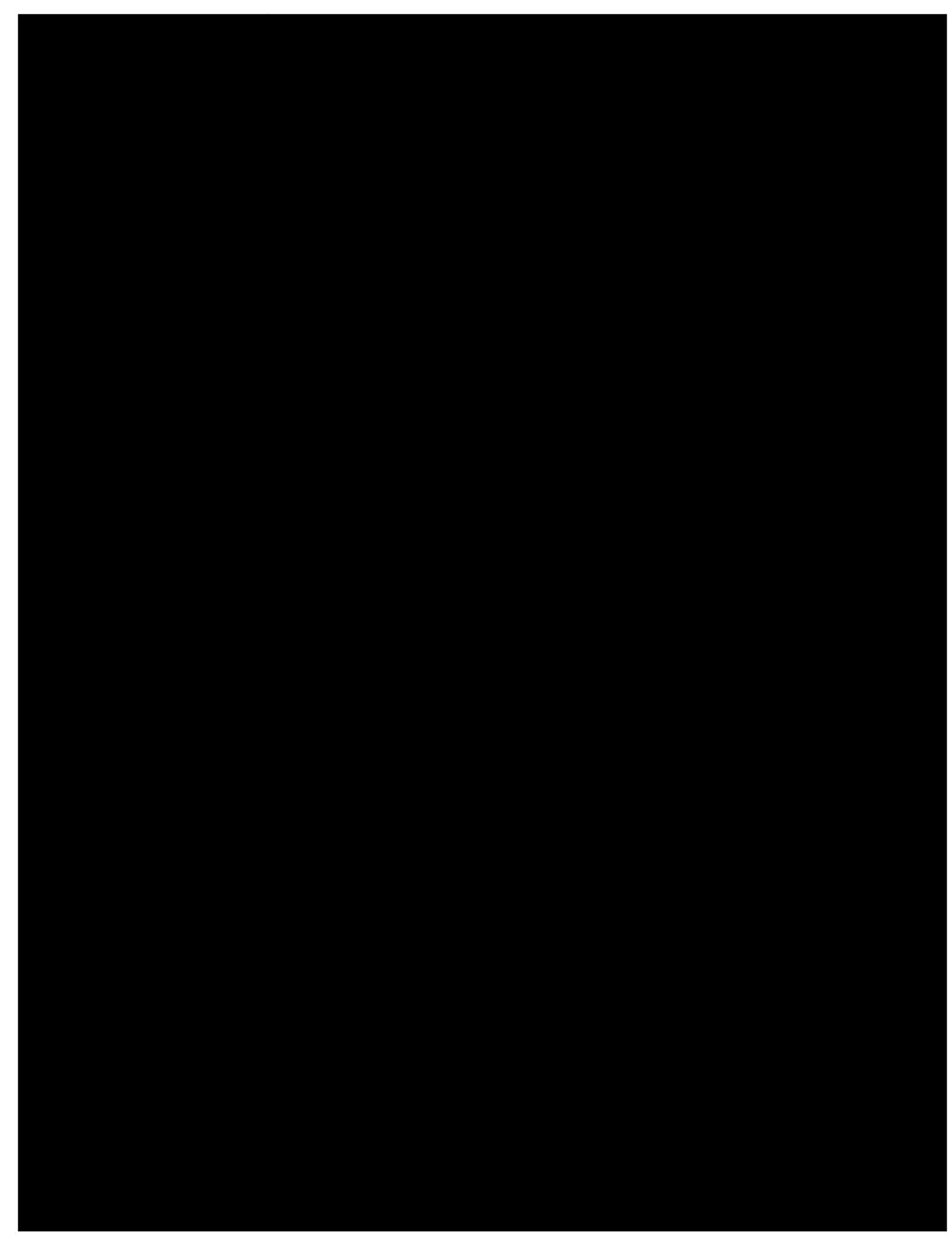


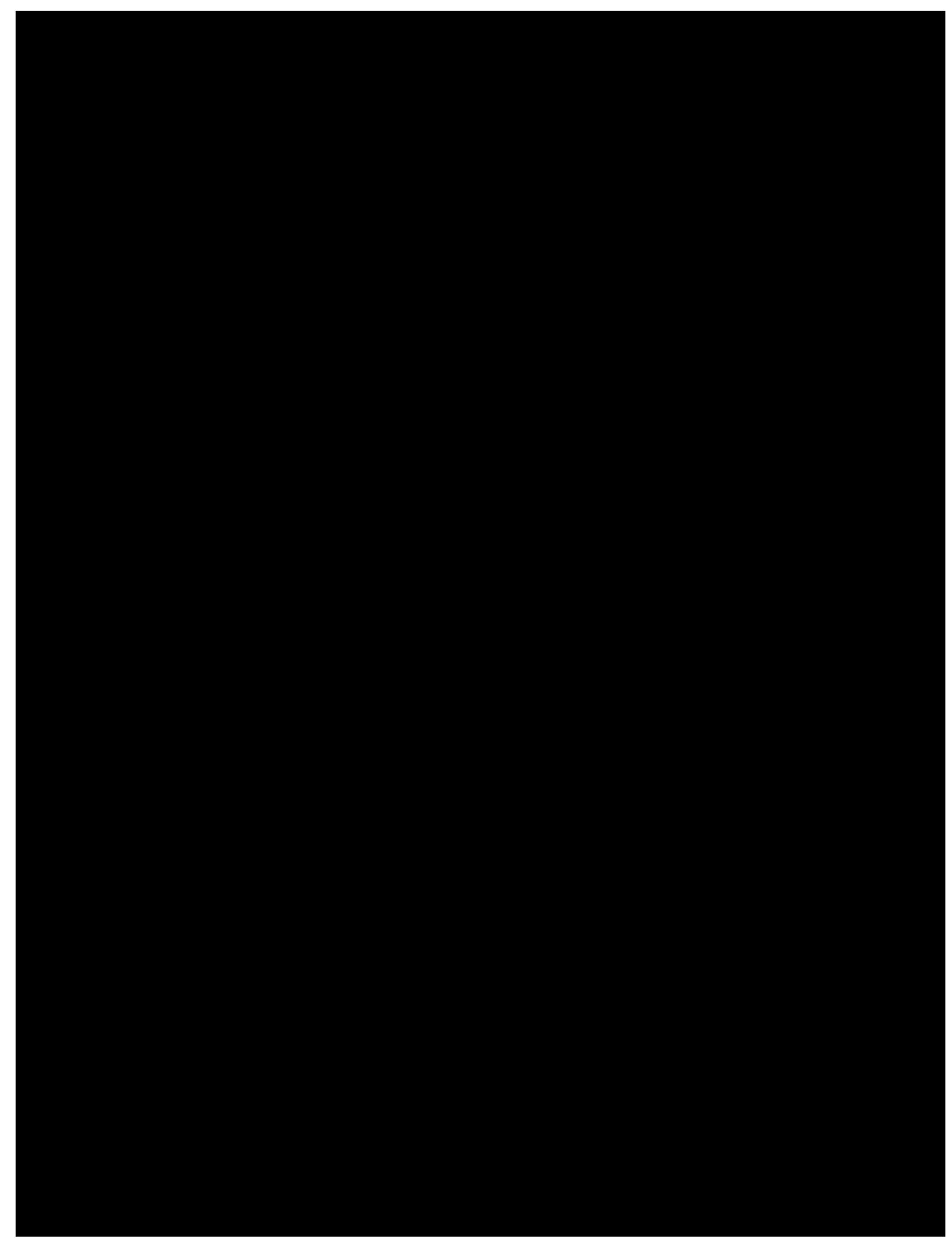


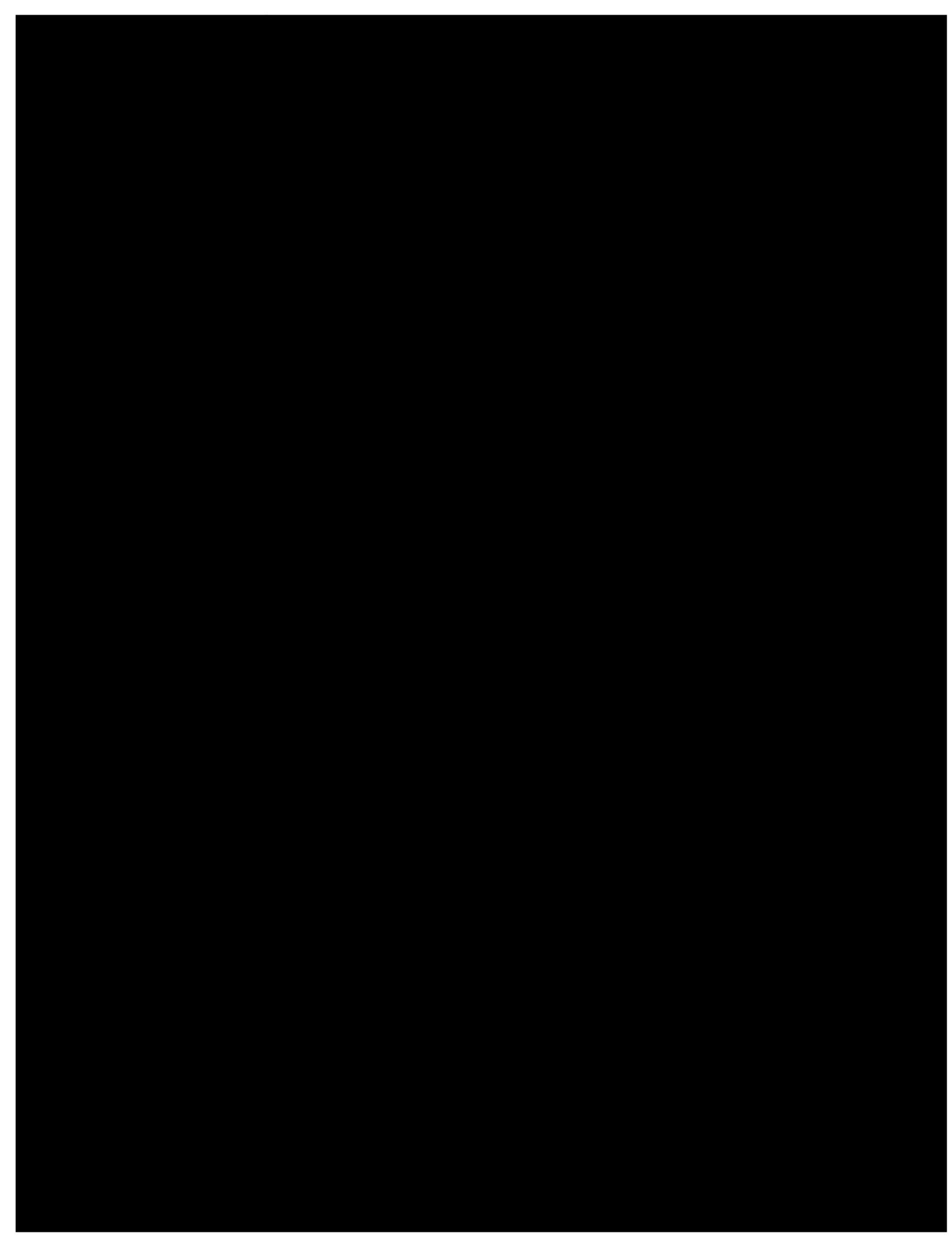








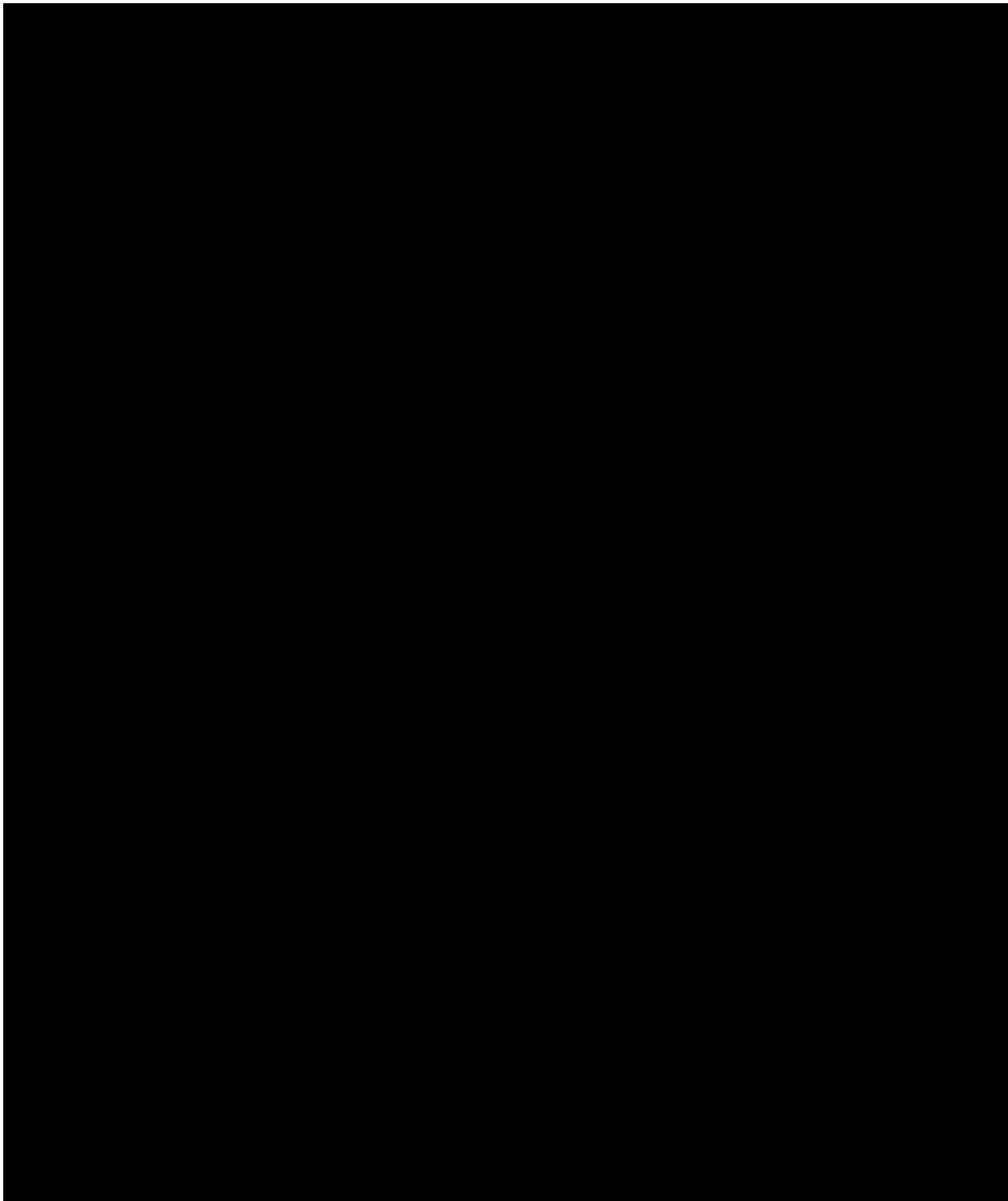


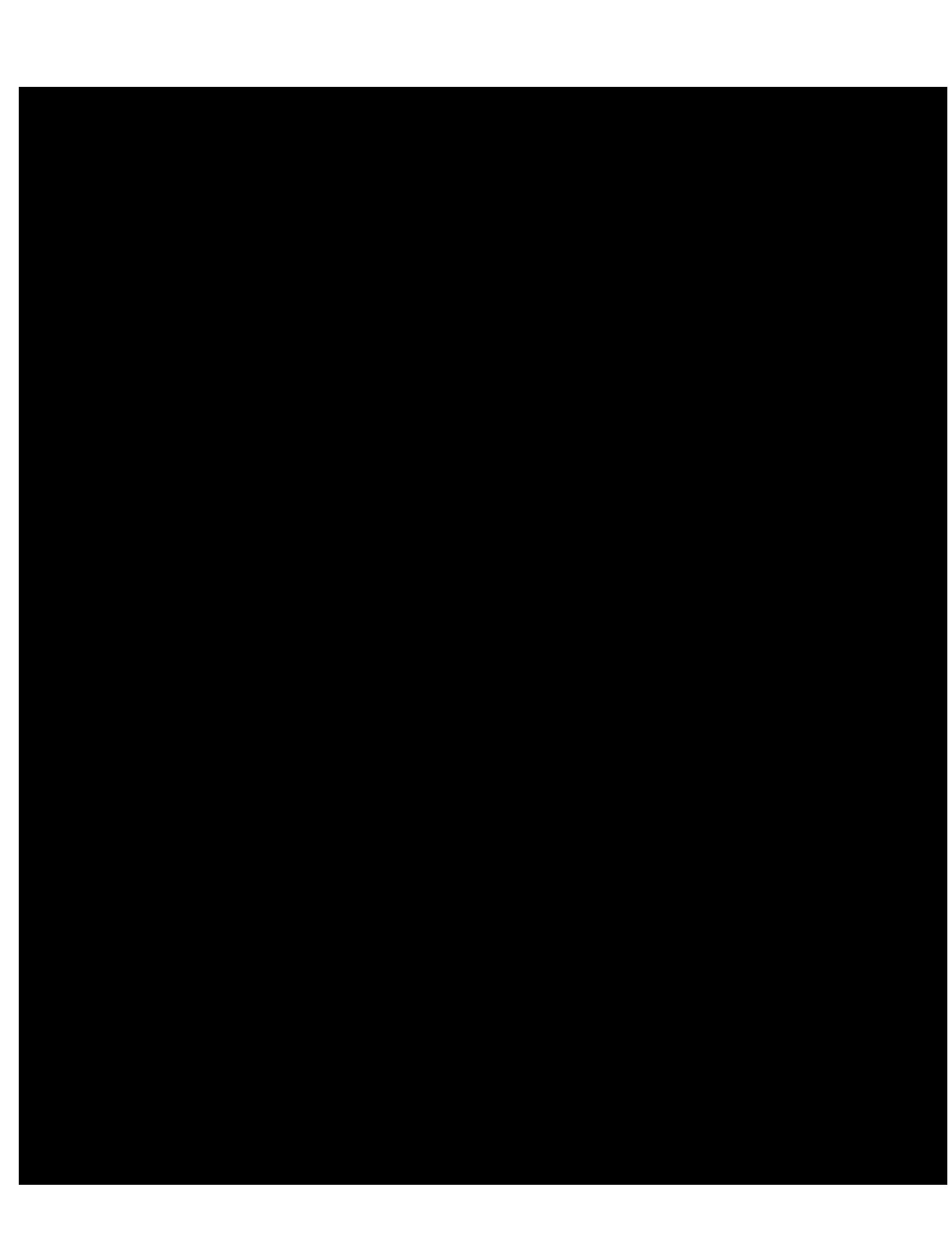


Appendices A - G

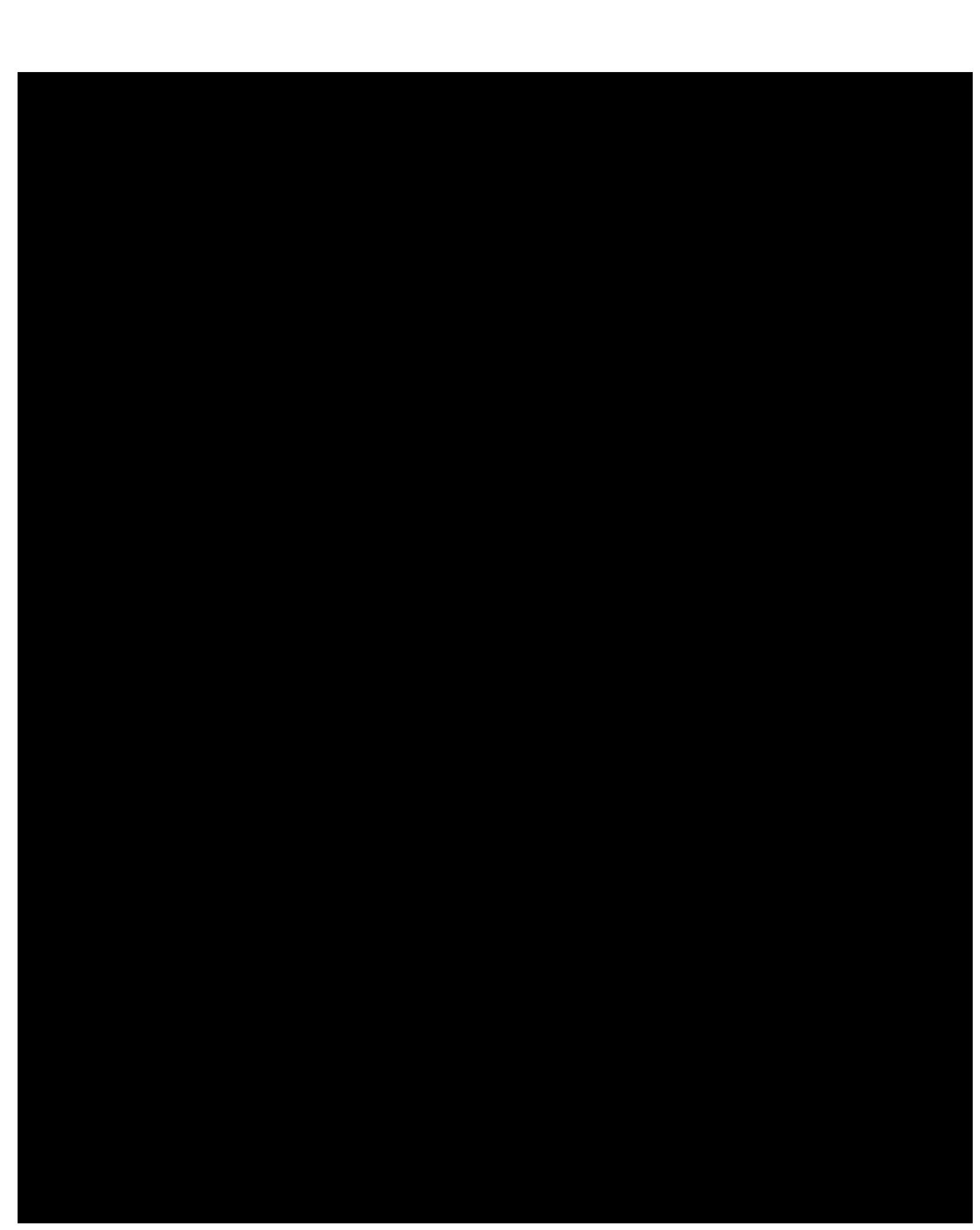
Appendix A

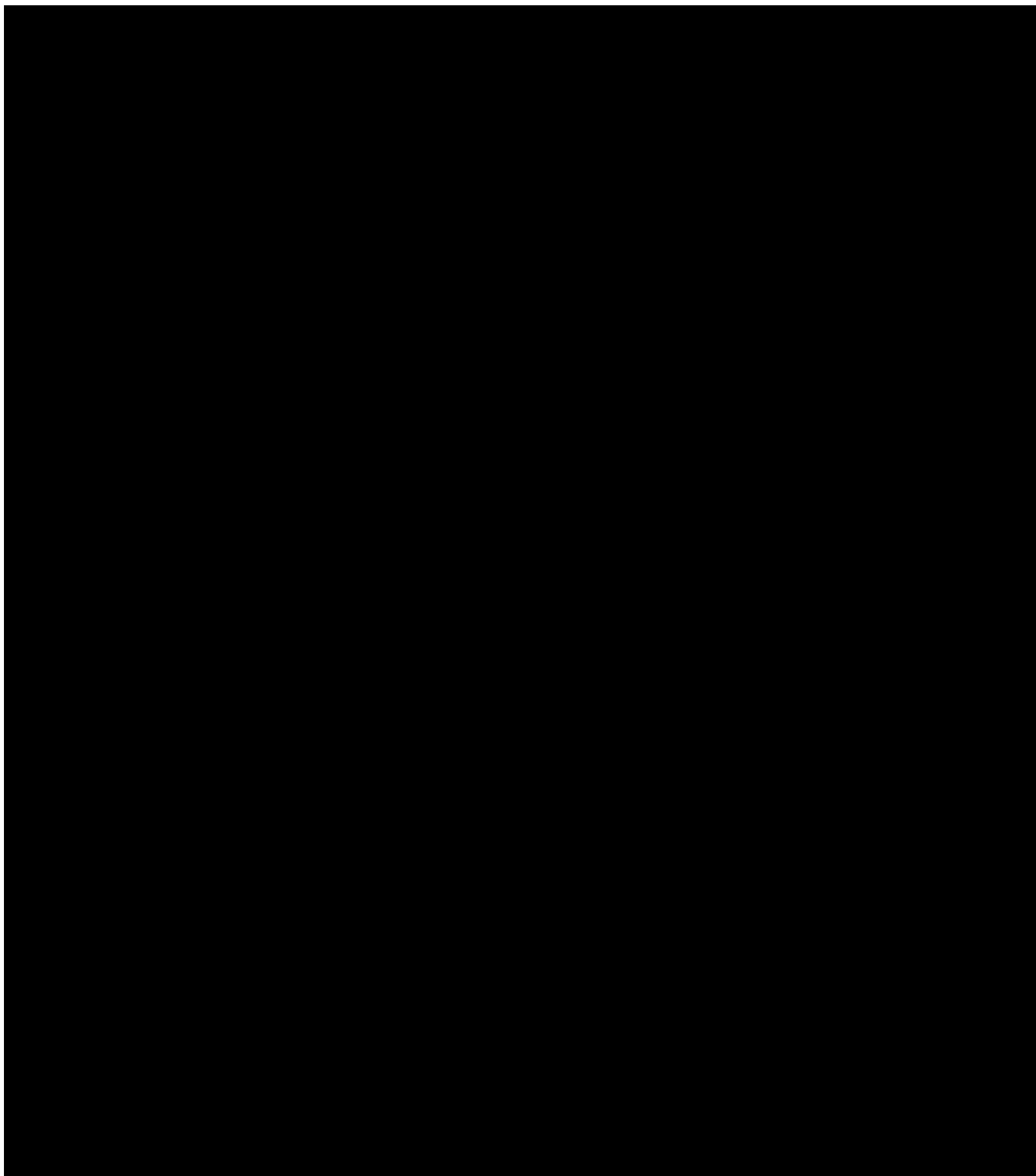
5. Procedure to store records of all transactions and employee lists. Include a list of current employees and positions. R66-5-5, R66-5-3 (formerly R68-40-5, R68-40-3)





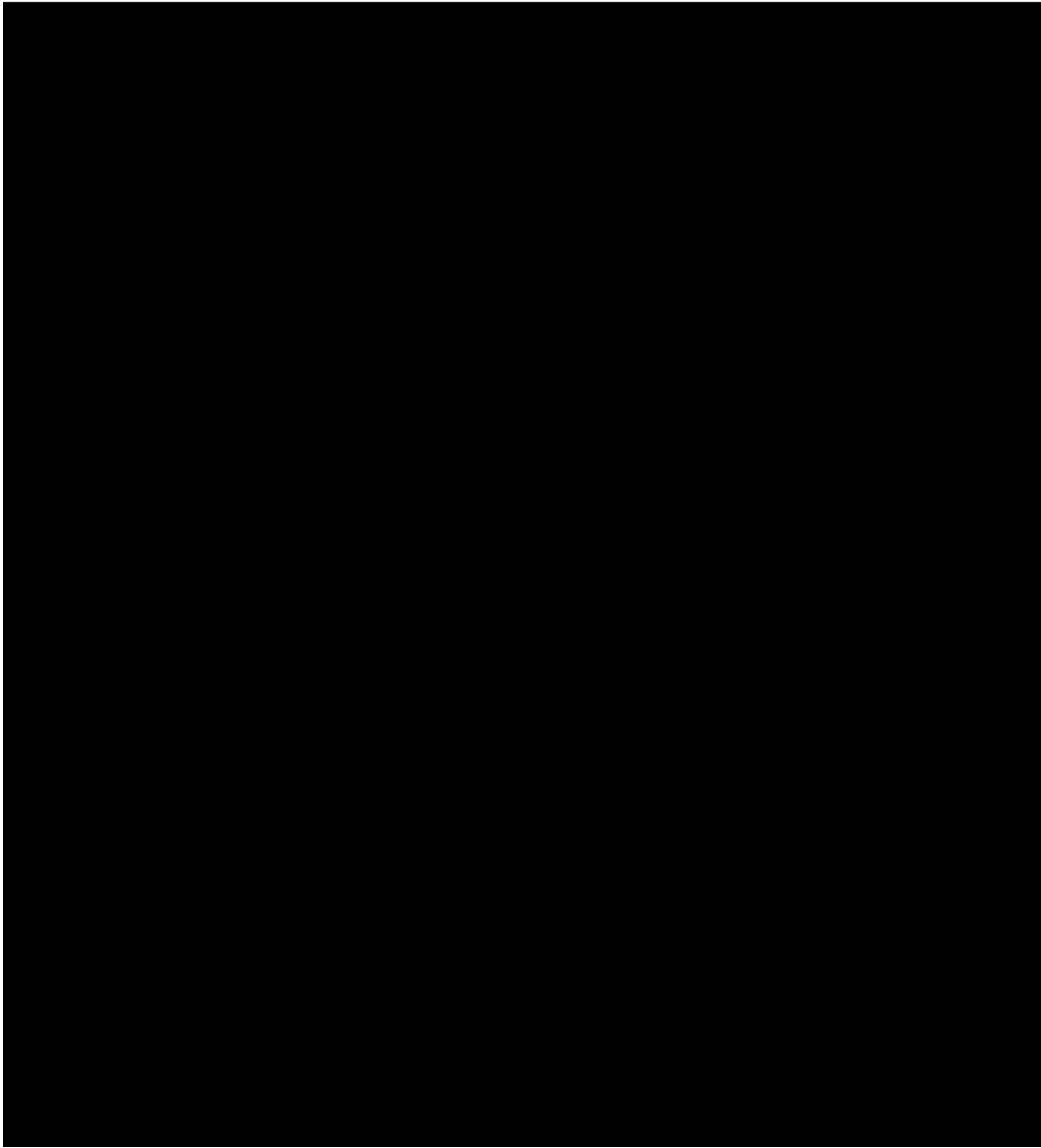






Appendix B

8. Floor plan and architectural elevation. 4-41a-1004(1)
 - a. Floor plan:

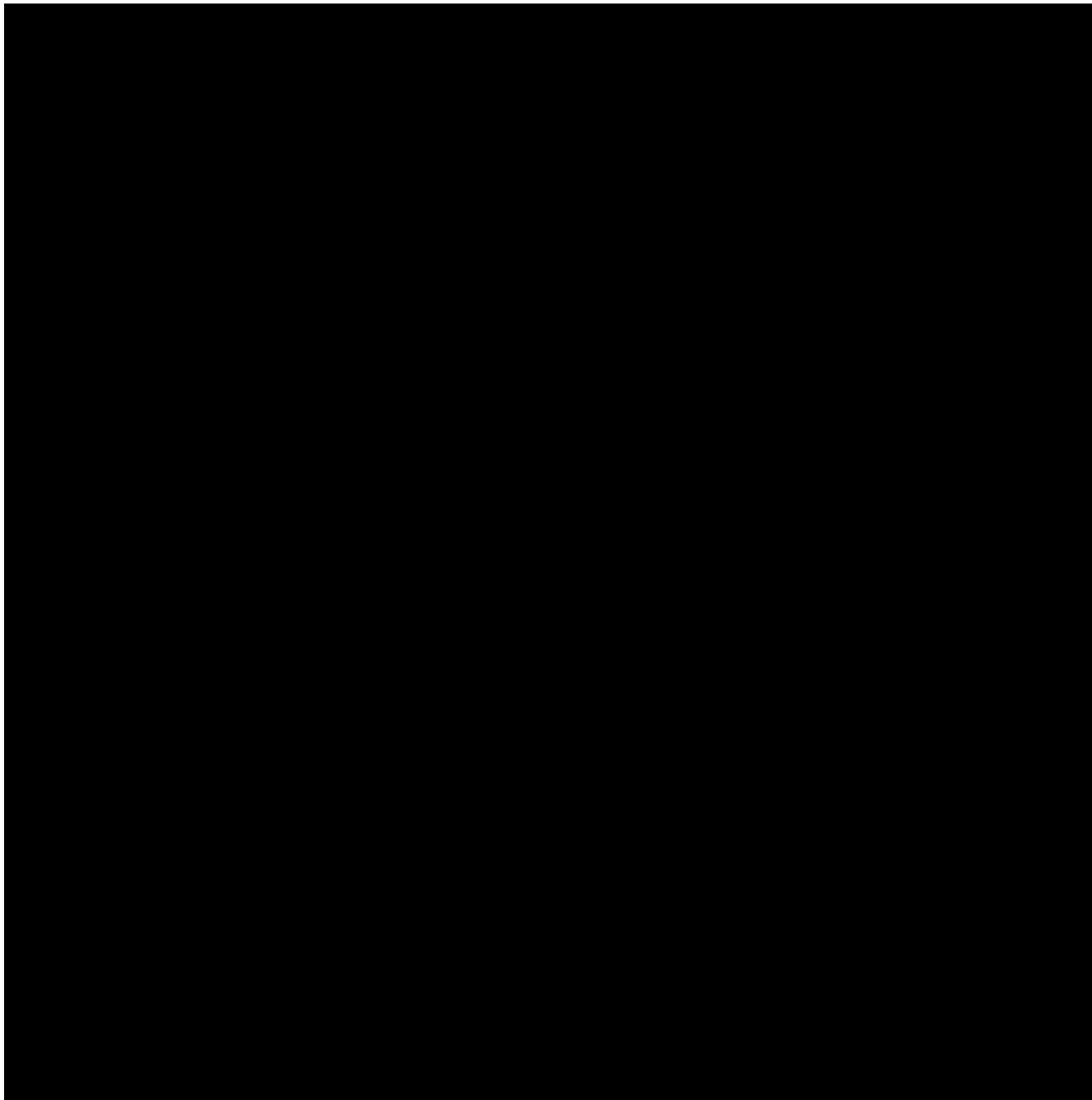


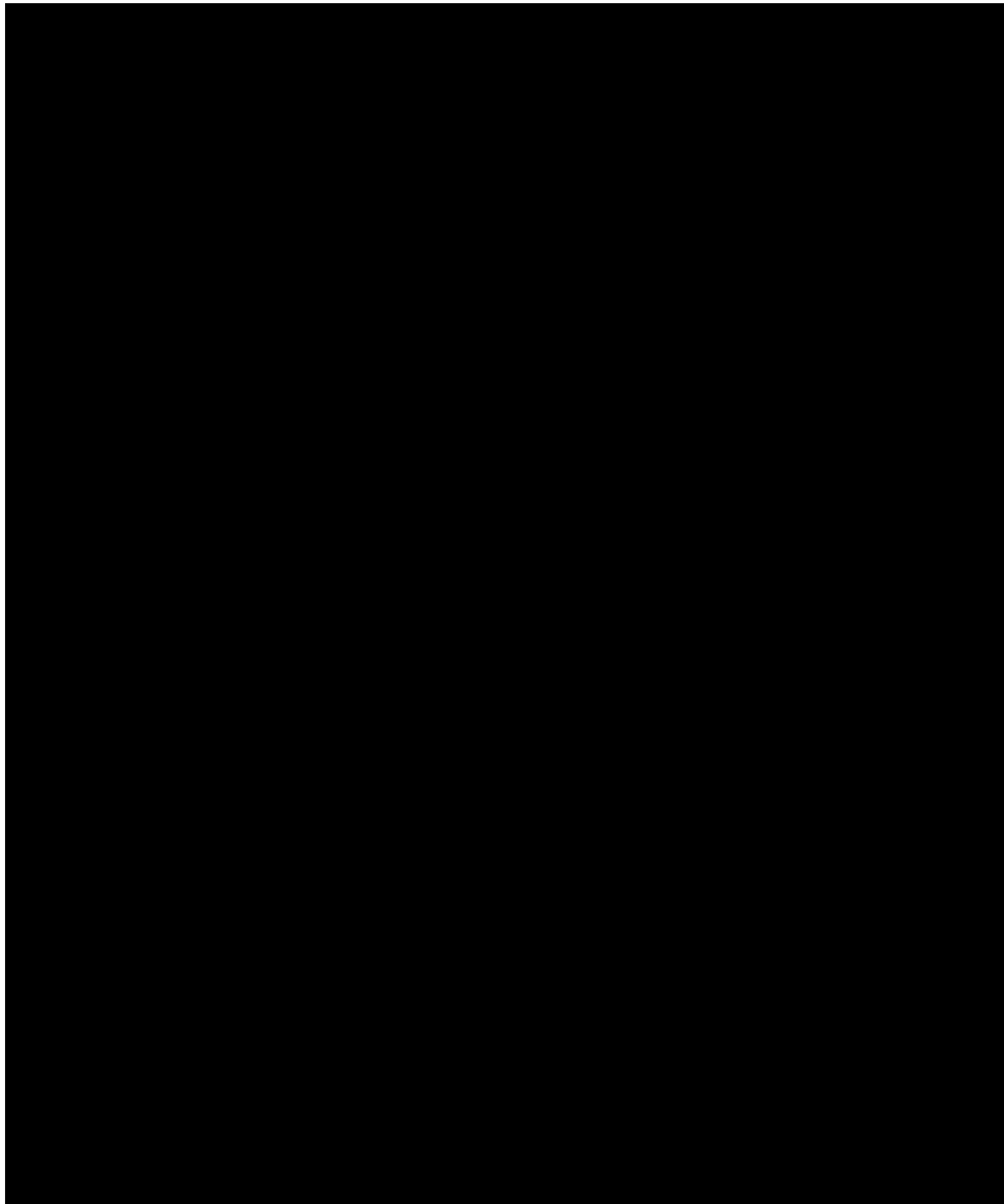
11. Floor plan with camera positions and areas of coverage. R66-5-7 (formerly R68-40-7)

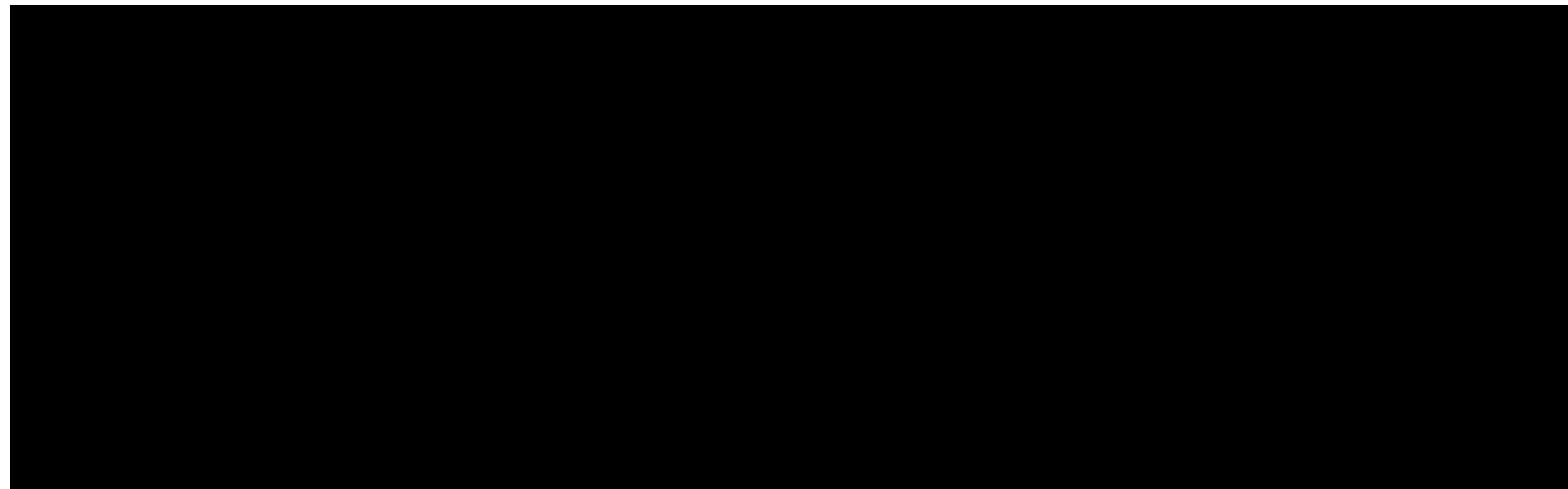


Appendix C

30. List/description of vehicles. R66-6-3 (formerly R68-41-3)

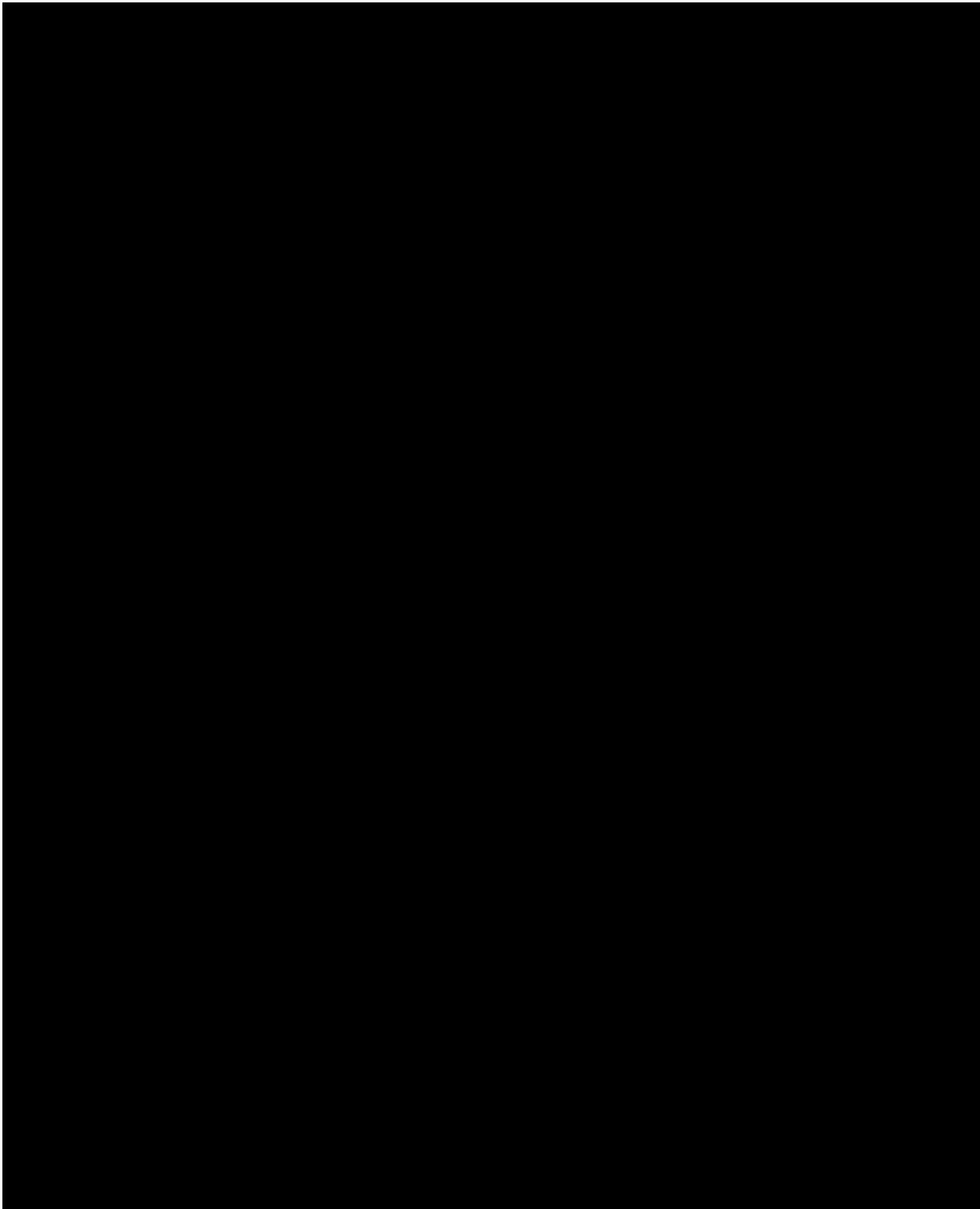


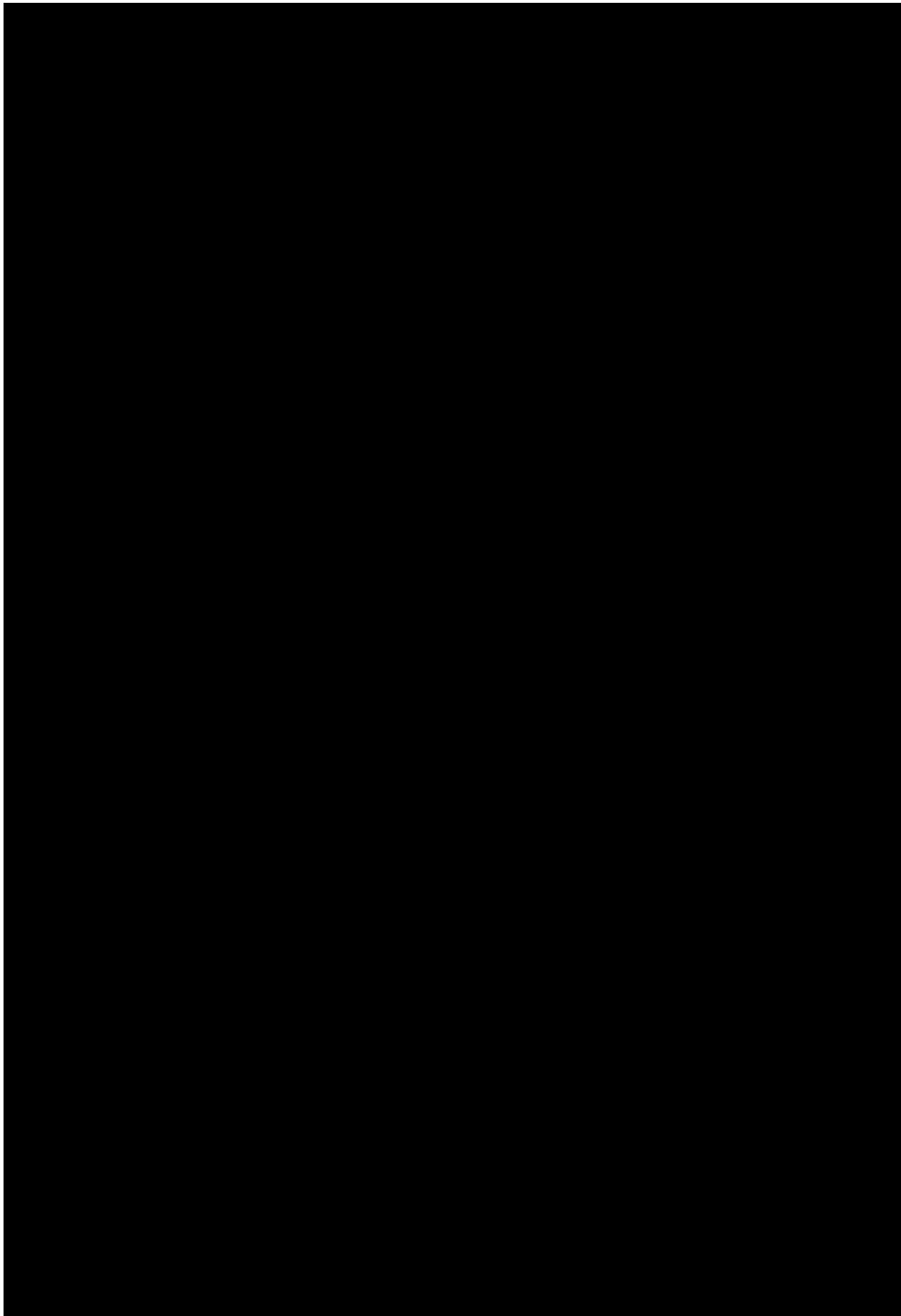


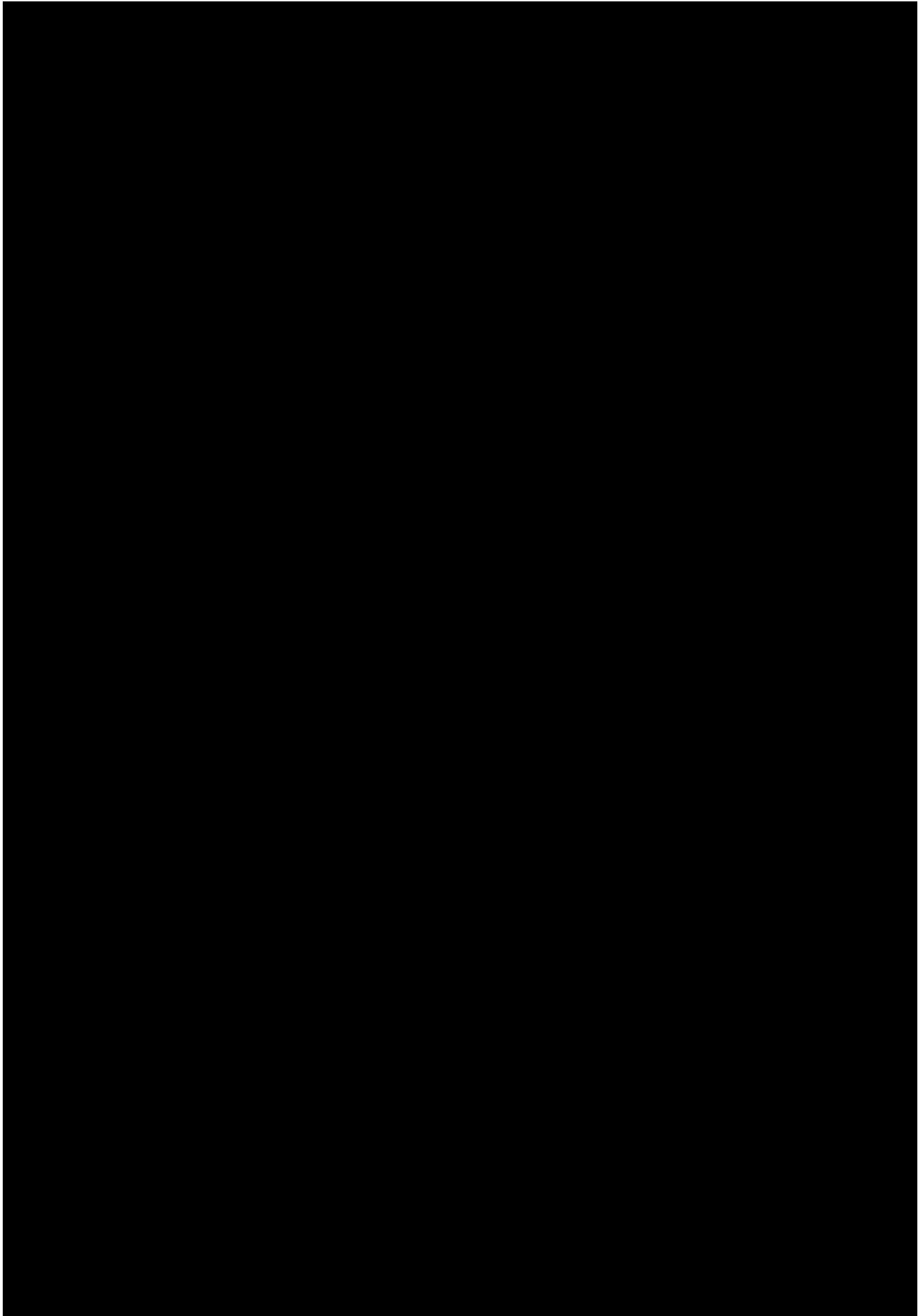


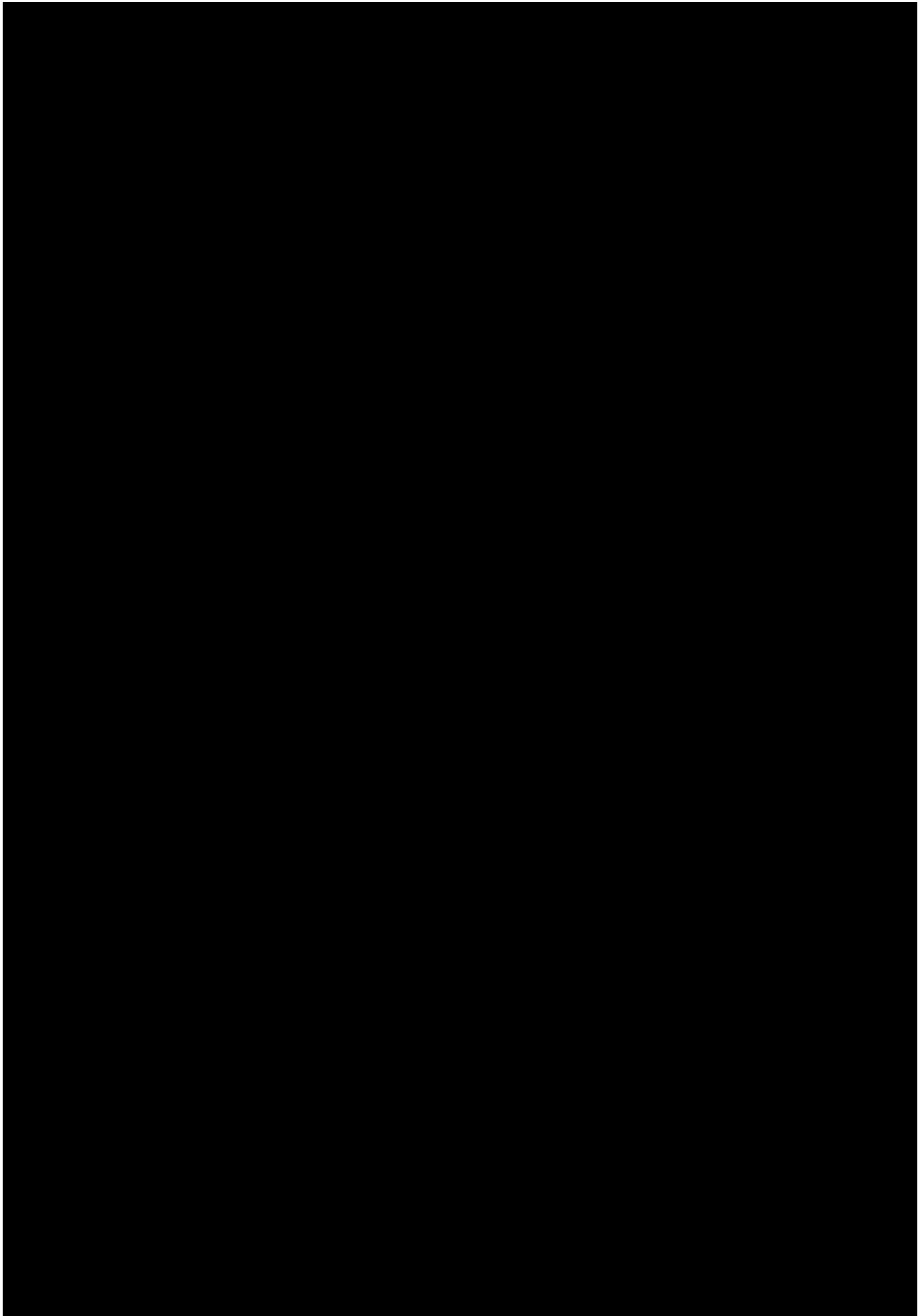
Appendix D

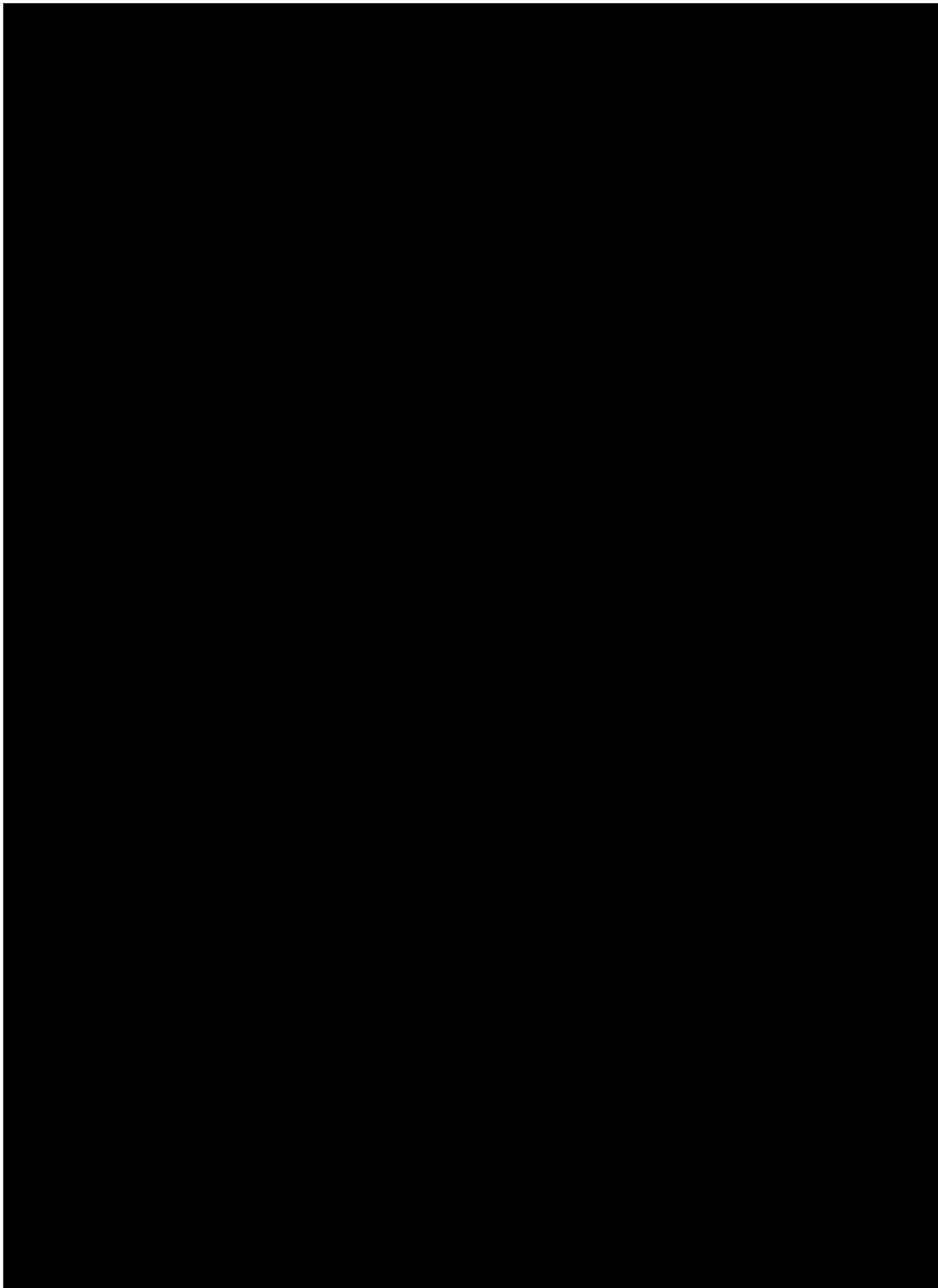
31. Procedure to maintain records of employees. R66-6-3 (formerly R68-41-3), 4-41a-1204(10)

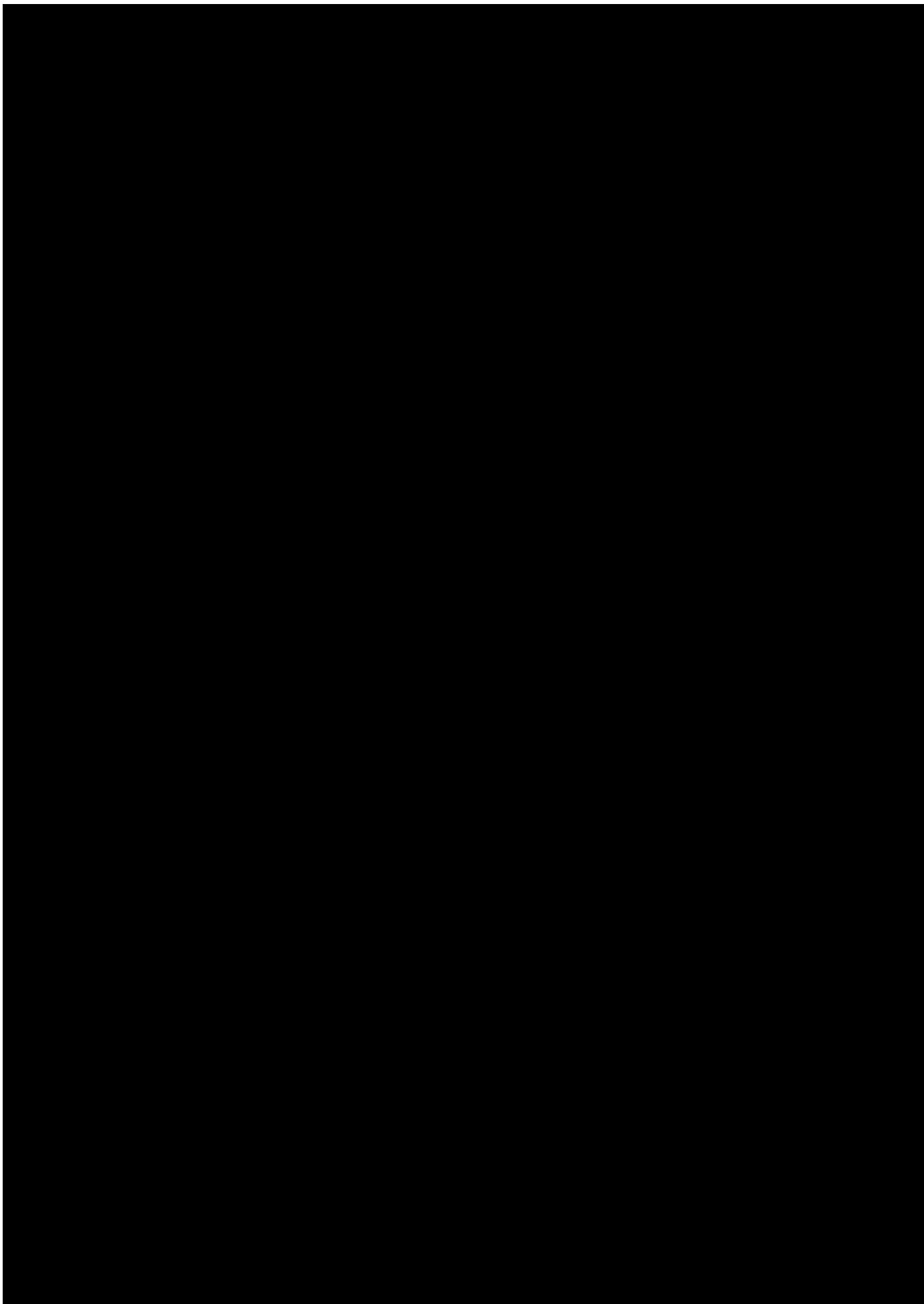


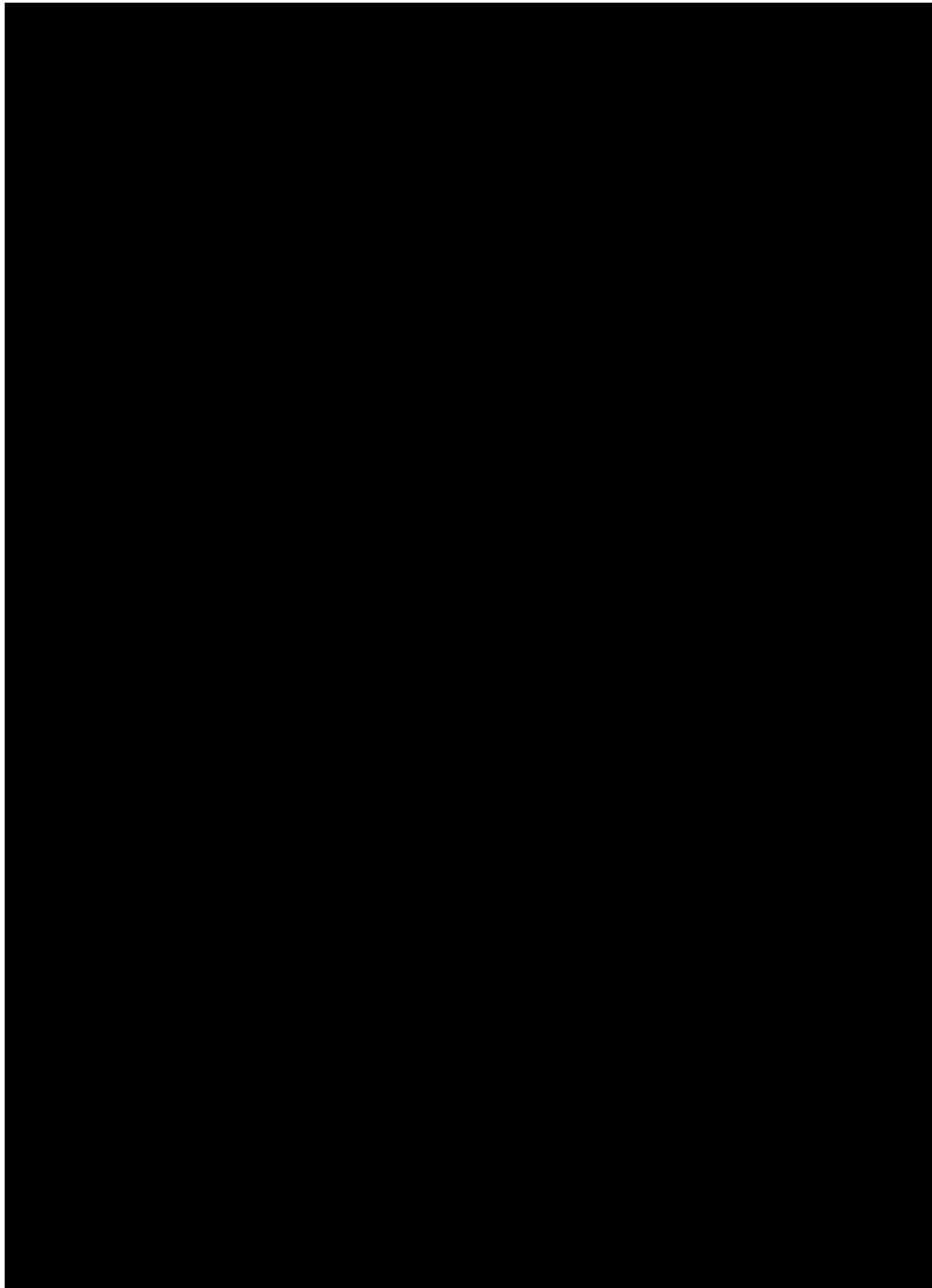


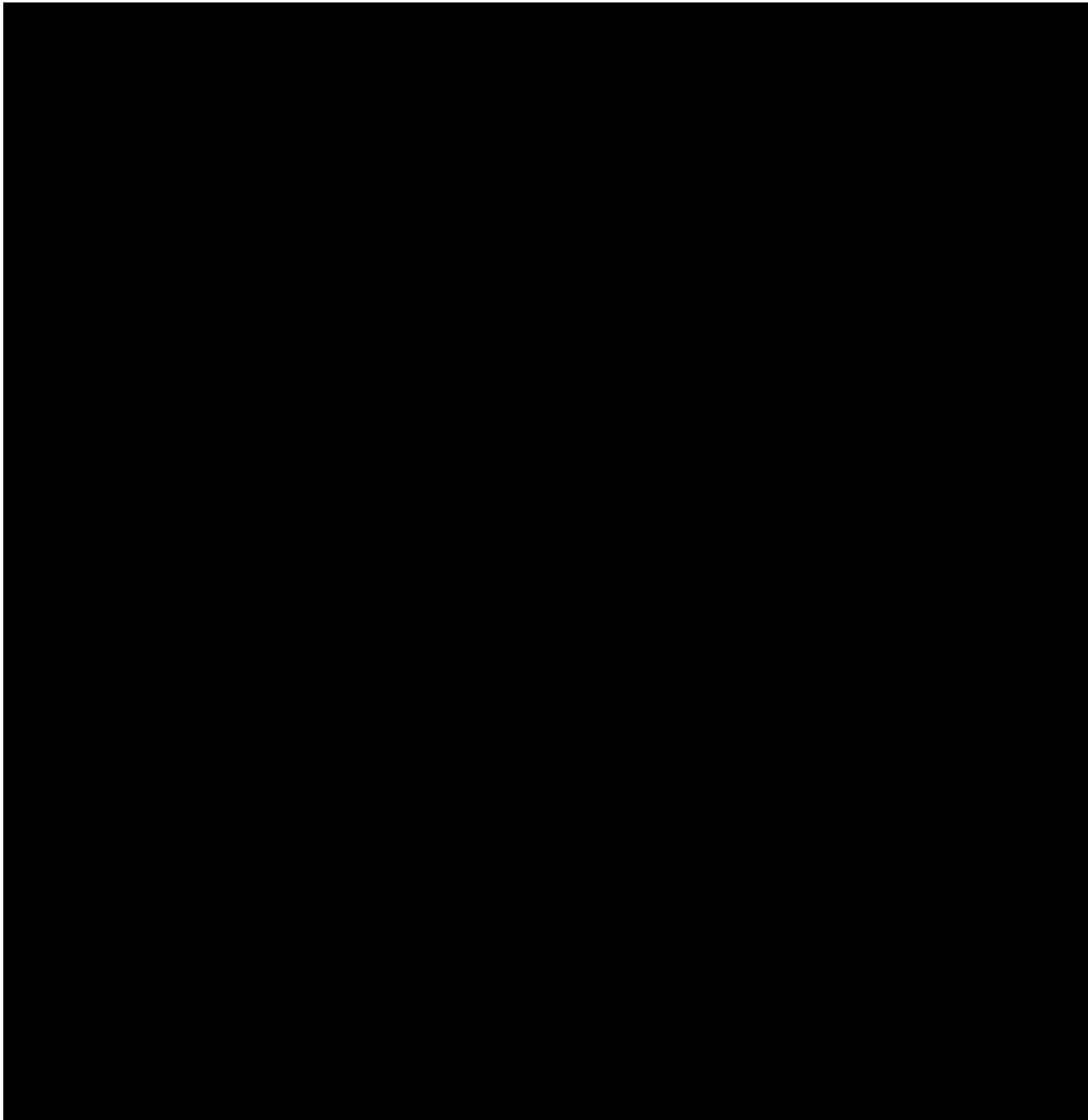






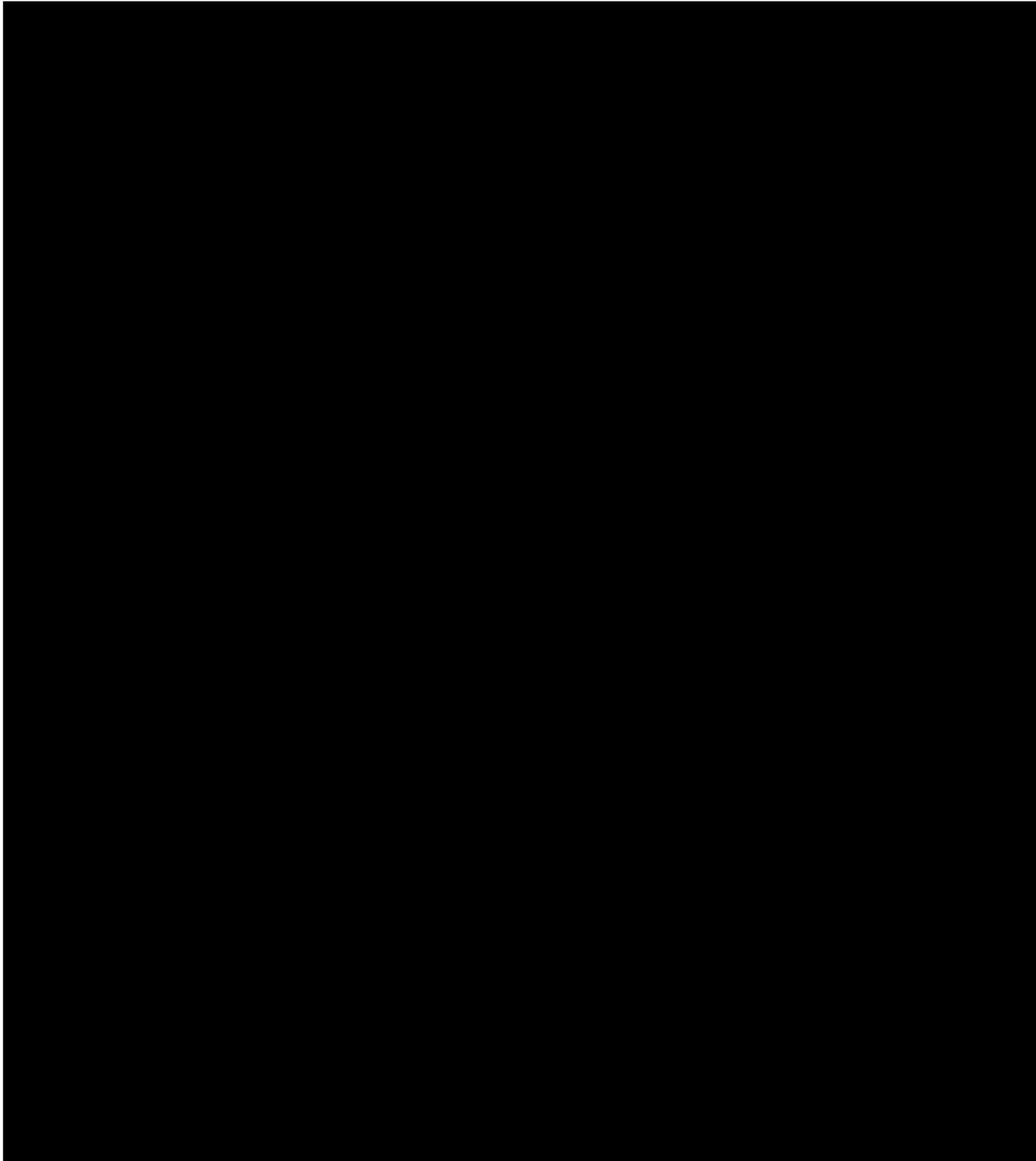






Appendix E

35. Procedure for creating/maintaining the manifest and trip log.R66-6-3 (formerly R68-41-3)



Appendix F

40. No person other than courier agent in vehicle. R66-6-3, R66-6-4 (formerly R68-41-3, R68-41-4)







Appendix G

1. List of persons with power to direct or cause management or control of pharmacy and courier:

