

# Medical cannabis agent continuing education FAQ

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This document answers frequently asked questions about the continuing education course for initial and renewal registration with DHHS as a medical cannabis pharmacy agent or a medical cannabis courier agent.

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## **1. What is the purpose of the continuing education course?**

The course purpose is to ensure that a person applying for registration with DHHS as a medical cannabis pharmacy agent or a medical cannabis courier agent has a basic understanding of state medical cannabis law, patient privacy law, and medical cannabis pharmacy and medical cannabis courier operating standards.

## **2. Who is required to complete the continuing education course?**

Beginning March 1, 2023, all applicants for initial or renewal of medical cannabis pharmacy agent registration and medical cannabis courier agent registration must complete the course as a registration requirement.

## **3. Why are applicants for the medical cannabis pharmacy agent registration and medical cannabis courier agent registration required to complete a continuing education course?**

Medical cannabis pharmacy agents and medical cannabis courier agents interact with patients everyday and it's important that they have a basic understanding of laws that apply to their work. Successful completion of the course will help an agent stay in compliance with the law and help them be a resource to patients who may have questions about the law. This course introduces those laws and requires a passing score on a course exam. State law requires completion of a DHHS-approved course.

## **4. Must a continuing education course used for agent registration with the DHHS be pre-approved by DHHS?**

Yes. A continuing education course must be pre-approved by the DHHS before the DHHS will allow it to meet the agent course requirement.

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## 5. What are the minimum standards for a continuing education course that would be approved by DHHS?

A continuing education course approved by DHHS must meet the following minimum standards:

1. Provide access to DHHS-approved course handout. The course provider must provide their students access to the latest DHHS-approved medical cannabis agent continuing education course handout available on the DHHS website.
2. Course material. The course material created by a course provider should be based on the DHHS-approved medical cannabis agent continuing education handout available on the DHHS website. Educational material may be in the form of printed or online content that a student reviews prior to taking the course exam. It should take at least one hour for a person to study the course material before being prepared to take and pass the exam.
3. Course exam and passing score. The course provider must administer at least one exam as part of their course.
  - a. The exam must include at least 25 questions.
  - b. 10 of the questions must cover concepts from the law identified by DHHS and communicated confidentially by DHHS to course providers. The other 15 or more questions may cover any of the laws cited in DHHS-approved medical cannabis law fact sheet handout available on the DHHS website
  - c. A passing exam score is 80% or higher.
  - d. Acceptable question types are multiple choice, true and false, fill in the blank, and essay.
4. Course pre-approval. The course provider must submit all course materials and content, including all exam questions and answers, and the course completion certificate to DHHS as part of the course pre-approval process. Course materials may be submitted to [cannabiscompliance@utah.gov](mailto:cannabiscompliance@utah.gov).

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5. Pre-approval of course changes. At any time DHHS may request that an approved course provider make changes to their continuing education course. When DHHS requests in writing that a course provider make changes to a course, the course provider has 60 days to make the requested changes and to resubmit course materials for approval by DHHS. If the course provider fails to make the requested changes within 60 days, DHHS will notify the course provider in writing that they must immediately stop offering the course. The course provider must not offer the course again until receiving written approval from DHHS.
6. Time frame within which course must be completed. An applicant must complete a continuing education course within one year of their application date for initial or renewal card registration.
7. Certificate of completion. The course provider must provide a certificate of completion to those who successfully complete the course and pass the exam. The certificate must include the following information:
  - a. first and last name of the individual;
  - b. date the exam was successfully completed;
  - c. name of the administering course provider;
  - d. statement of the course having DHHS approval; and
  - e. unique identifying number corresponding to the certificate of completion.