

## Change of the branch management of a pharmacy

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If you, as the owner of a pharmacy with branches, wish to hire a new branch manager, this change must be notified to the competent authority in writing in advance.

### Competent Department

- [Die Senatorin für Gesundheit, Frauen und Verbraucherschutz | Referat 23 Pharmazie, Umwelthygiene und Toxikologie](#)

### Basic information

According to the Pharmacy Act, a pharmacist may operate up to 3 branch pharmacies in addition to his main pharmacy. He must appoint a responsible pharmacist as branch manager for the branch pharmacies. A change of branch manager must be notified at least 2 weeks in advance.

Please send the documents to:

The Senator for Health, Women and Consumer Protection  
Department 23, Attn: Mr. Deppe

Faulenstraße 9/15  
28195 Bremen

### Requirements

Pharmacy operating license

### What documents do I need?

- Written designation of the branch management

Form Annex 3 Designation of the responsible pharmacist.

- Copy of the proof of approval of the branch management
- Copy of the branch manager's identity card
- Copy of the employment contract of the branch management
- Proof of activity as a pharmacist:in branch management.

For example, in the form of a resume.

## **Procedure**

- Application received
- Examination
- Notification of results to applicant

## **Legal bases**

- [§ 2 \(5\) Nr. 2 Apothekengesetz \(ApoG\)](#)