

## Locating Education Courses:

You can find current Oregon registered courses at [www.statebasedsystems.com](http://www.statebasedsystems.com)

Step 1. Licensing Quick Center: SBS Lookup

Step 2: Jurisdiction: Oregon

Step 3. Search Type: Course or Provider

Step 4. Course Group: "Pharmaceutical Sales Representative" (for continuing education (CE) license renewal)

Or "Pre-Licensing Pharmaceutical Sales Representative" (for an initial application (PLE))

After you click "submit courses" a list of all available courses will be generated. To choose a course for credit click on the Course Name (Blue). **There will not be a link to the course on this page**, from here you will contact the provider by their listed phone or email to get more information and to sign up for the course.

## Important Notes:

1. The Pre licensing courses are for new applicants. Continuing education courses are for renewals.
2. "Credits" listed are the hours for each course. 10 hours/credits are required for pre-license education (PLE) and 5 hours/credits are required for a license renewal.
3. Education providers set their own course fees, which are separate from the license fee.
4. Course providers will notify Oregon directly once a course is completed, and your license or application will be credited. They have up to 15 days to do so. For PLE, proof of course completion can also be emailed to [DFR.PharmaSalesRep@dcbs.oregon.gov](mailto:DFR.PharmaSalesRep@dcbs.oregon.gov) for faster approval.

The screenshot shows a web form titled "Lookup Search" with a "How Do I?" link. The form contains the following fields and options:

- Jurisdiction** (REQUIRED): A dropdown menu with "Oregon" selected.
- Search Type** (REQUIRED): A dropdown menu with "Course or Provider" selected.
- Provider Name**: A text input field with the placeholder "Enter Provider Name".
- Education Type**: A dropdown menu.
- Provider Number**: A text input field.
- Course Name**: A text input field.
- Course Number**: A text input field.
- Course Method**: A dropdown menu.
- Course Group**: A dropdown menu with "Pharmaceutical Sales Representative" selected.
- Offering Location Criteria**: A section header.
- Offering Start Date**: A date picker field.
- Offering End Date**: A date picker field.
- Offering City**: A text input field.
- Offering State**: A dropdown menu.
- Offering Zip**: A text input field.
- I agree to the NAIC's [Terms and Conditions](#)
- Search** and **Reset** buttons.

## State Contacts:

Pharmaceutical Sales Representative Licensing Technician

[DFR.PharmaSalesRep@dcbs.oregon.gov](mailto:DFR.PharmaSalesRep@dcbs.oregon.gov)

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