



CHESAPEAKE REGIONAL INFORMATION SYSTEM FOR OUR PATIENTS

Prescriber PDMP Auto-Registration Process

Step-By-Step Registration Guide

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Help Desk Hours: 8 am–5 pm Monday-Friday
877.952.7477 | support@crisphealth.org
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Auto-Registration at a Glance



This workflow is specifically for prescribers with an active CDS permit and DEA number. If registrant is a pharmacist or prescriber without CDS and DEA number, they should enter the Standard Registration Process.

Auto-Registration Steps: Please set aside 30 minutes to complete registration on a computer with an internet connection, web browser, and audio.

Step 1: Enter prescribing DEA Number and applicable Maryland License Number

Step 2: Verify name on file in CRISP registration system. You can modify the name if necessary.

Step 3: Enter individual email address you would like linked to your CRISP/PDMP account and SSN (if you have one) for identity verification purposes only (SSN is NOT stored by CRISP or PDMP)

Step 3a: If no SSN, enter home address

Step 4: Complete Identity Verification questions based on SSN or home address

Step 4a: If fail authentication, upload electronic copy of driver's license or other government issued photo ID

Step 5: Review information on file and edit if necessary

Step 6: Initial electronic MOU (memorandum of understanding)

Step 7: Watch training video

Done! After completing these steps you will be considered registered under the PDMP mandate. If you passed the identity verification step, you will automatically be credentialed to sign in and query PDMP data. If not, you will not receive credentials to sign in and query PDMP data until verification is completed; however, your status as PDMP registered is NOT affected!



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PDMP Registration



Prescription Drug Monitoring Program (PDMP) Registration



PDMP Registration Guides

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PDMP Legislative Changes

[PDMP Registration Mandate Fact Sheet](#)

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[HB437/Chapter 147, 2016](#)

Clinical users register for access to the Maryland Prescription Drug Monitoring Program (PDMP) data through CRISP exclusively. Registration is simple, free of charge, and takes only a few minutes.

Registration for and access to PDMP is available for a wide range of clinical providers and their delegates in Maryland. A recent legislative change **REQUIRES** that certain providers are registered with the PDMP.

PDMP Registration Mandate

Effective: October 1, 2016

Pharmacists: Licensed pharmacists in Maryland must be registered with the PDMP by **July 1, 2017**.

Prescribers: Practitioners authorized to prescribe CDS in Maryland must be registered with the PDMP by **July 1, 2017**. In the future, the ability to obtain a new or renewal CDS prescribing permit from the Maryland Office of Controlled Substances Administration (formerly Division of Drug Control) will be dependent on having registered with the PDMP. This link between the CDS permit and PDMP registration has NOT taken effect yet.

If you currently have access to PDMP, you do not have to take additional steps at this time. You are already registered! Registration occurs only once and if you have ever registered for PDMP access in the past, you meet the legal mandate and are compliant with the PDMP course of instruction requirement under the law.

This one-page PDMP Registration Fact Sheet provides a summary of the mandate and how to register: [PDMP Registration Mandate Fact Sheet](#)

Information about all legislative changes impacting the PDMP can be found here: [PDMP Legislation](#)

A copy of the new PDMP law (HB437/Chapter 147, 2016) can be found here: [HB437/Chapter 147, 2016](#)



Step 1: Enter DEA, License #, Captcha Code



[Logout](#)



Welcome to the CRISP Registration site!

Please fill out the information below. If you do not have a DEA number or Maryland license number, please register [here](#).

Prescribing DEA Number

Healthcare Professional License Number



Enter only the **red** characters to proceed.

8 7 **2** i u m 7 e l v j j

Refresh

Submit

Note: You can check whether you already have a CRISP account with PDMP data access by completing only this first step. If your information matches an existing account, this will display on the screen and be sent to you by email!

If you have multiple DEA Numbers, please first try your main prescribing DEA number (do not use your X-DEA number if you have one)

How Should I Enter My License Number?

Dentists: please enter a license number with no leading zeros (e.g. if your license number is 00321, enter 321).

Midwives: please enter a 7-character license number (e.g. 7654321).

Nurse Practitioners: please enter a 7- or 8-character license number (e.g. Z654321, ZZ654321)

Physicians: please enter a 6-character license number (e.g. Z54321)

Physician Assistants: please enter a 6-character license number (e.g. Z04321)

Podiatrists: please enter a license number with no leading zeros (e.g. if your license number is 00321, enter 321).

Veterinarians: please enter a 4- or 5-digit license number with no leading zeros (e.g. if your license number is 004321, enter 4321).

Note: We check the DEA and license number against our files. If the user already has a login to CRISP and access to PDMP, we display the PDMP registration code on screen and send it to the email we have on file.



Step 2: Verify Name (Can Edit)



[Logout](#)



Welcome to the CRISP Registration site!

Please review the information below and make changes to ensure that it is correct.
If the information is incorrect, please click directly in the box to edit your name and update our records.
If you need any assistance or have any questions about the name that is displayed,
please call CRISP support at 1-877-952-7477.

Where did this information come from?

Professional licensing and permit information has been verified with Maryland health profession Boards, the Office of Controlled Substances Administration (formerly the Division of Drug Control), and DEA. This information is accurate as reported to, or last updated with, these entities.

Click directly into the boxes containing your name and update the information if necessary.

First Name:

Last Name:

When your name is correct in these fields, click "The Information is Correct" button to save your name and move to the next step.



Step 3: Enter Email, 9-Digit SSN for Identity Authentication



[Logout](#)



Welcome to the CRISP Registration site!

Enter Your Personal Information

First Name:

Steve

Last Name:

Rogers

Personal Email:

Social Security Number (no dashes):

[I don't have an SSN](#)

Consulte aqui las preguntas españolas: ☐

[Submit](#)

Be sure to use an **email address** that only you can access. This can be your personal email address or a workplace email address, which you will need to update with CRISP if you change workplaces in the future.

CRISP does not store your Social Security Number; It is used for identity authentication purposes only and is securely transmitted to the identity authentication vendor.

SSN is used by the Identity Verification software to populate unique questions only you should be able to answer. It is NOT stored. Passing this step completes the identity verification requirement. If you do not pass, you will be required to upload a copy of your government issued photo ID.

If you don't have or don't know your SSN, you will be offered the option of entering your current home address.



Step 3a: If No SSN: Enter Home Address for Identity Authentication



[Logout](#)



Welcome to the CRISP Registration site!

Enter Your Personal Information

First Name:

Lindsey

Last Name:

Ferris

Personal Email:

Note: This screen will only display if:

- 1) You don't have an SSN or
- 2) If the identify verification software does not recognize your SSN as typed in the previous screen (may be a data entry error)

Please use your CURRENT home address including 5-digit zip code

Home Address:

Street:

City:

State:

Zip Code:

[Consulte aquí las preguntas en español:](#) ☐

Submit

CRISP does not store your Address; It is used for identity authentication purposes only and is securely transmitted to the identity authentication vendor.



Step 4: Authenticate Identity



[Logout](#)



Welcome to the CRISP Registration site!

You will be asked 3 questions that only you should be able to answer.

If you get all 3 correct, you will pass.

If you get 2 of 3 correct, you will be asked an additional question to pass.

If you get 1 or fewer correct, you will be directed to the back-up identity authentication process (uploading an ID)

Question: Which of the following street addresses in Westfield have you ever lived at or been associated with?

- ☐ 15 Lenox St
- ☐ 38 Christopher Rd
- ☐ 49 Snow Hill St
- ☐ 57 Springfield St
- ☐ 75 Bellevue St
- ☐ Either 1) None of the above or 2) I have never lived or owned property in this city

Help Text: The addresses listed may be partial, misspelled or contain minor numbering variations from your actual address

Question: Which of the following corporations have you ever been associated with?

- ☐ String
- ☐ String
- ☐ String
- ☐ String
- ☐ String
- ☐ I have never been associated with any of the corporations listed

Help Text: Corporation Names may contain slight misspellings.



Step 4a: If Identity Authentication Fails: Upload ID



Note: You will only see this step if you fail the identity authentication questions

[Logout](#)



Welcome to the CRISP Registration site!

PA

Approval

MOU Signature

ID Upload

Training Video

Registration Status

Upload your photo ID



CRISP policy requires that we verify your identity by reviewing a government- or employer-issued photo ID. You may upload a scan or photograph of your ID below. If you are having problems uploading your ID, you may also email it as an attachment to idverification@crisphealth.org.

No file chosen



Step 5: Enter Key Information

[Logout](#)



Welcome to the CRISP Registration site!

Please review the information we have on file and make any edits as needed by clicking directly into the boxes that need to be updated.

Where did this information come from?

Professional licensing and permit information has been verified with Maryland health profession Boards, the Office of Controlled Substances Administration (formerly the Division of Drug Control), and DEA. This information is accurate as reported to, or last updated with, these entities.

Professional Information

CDS

CDS001

NPI

1234567890

Specialty

Preventive Medicine

Phone

(410) 555-1212

Organization

Testing

[New Organization](#)

Primary Work Address

Street

123 street

State

MD

City

baltimore

ZIP

00000

[The Information is Correct](#)

Please enter some basic information for our records if not already pre-populated.



Step 6: Sign MOU



PA

Approval

MOU Signature

ID Upload

Training Video

Registration Status

MEMORANDUM OF UNDERSTANDING

Between Licensed Healthcare Provider And CRISP (Chesapeake Regional Information System for Our Patients) Related to Access to the Prescription Drug Monitoring Program Information

1. Purpose: The purpose of this agreement is to establish the appropriate use of the Prescription Drug Monitoring Program (PDMP) through a separate, dedicated portion of the CRISP portal ("PDMP Access Point"). This agreement details the responsibilities of CRISP and the licensed healthcare provider and the requirements that need to be met by the licensed healthcare provider per Health-General Article, Title 21, Subtitle 2A, Annotated Code of Maryland ("PDMP Law"), and Code of Maryland Regulations (COMAR) 10.47.07.02 ("PDMP Regulations").

Initials

2. Background: The PDMP program is overseen by the Department of Health and Mental Hygiene (DHMH), Alcohol and Drug Abuse Administration (ADAA) and monitors the prescribing and dispensing of drugs that contain controlled dangerous substances (CDS). CDS dispensers, including pharmacies and healthcare practitioners, are required to report to DHMH each time a CDS prescription is dispensed. This CDS information is securely stored and disclosed only to persons or agencies whose access is specifically authorized by state law, including physicians, nurse practitioners, pharmacists and other healthcare providers. DHMH has delegated the provision of healthcare provider access to PDMP data to CRISP. This agreement is separate from any HIE Participation Agreement between CRISP and Healthcare Provider or Healthcare Provider's organization.

Initials

3. Responsibilities and Requirements:

CRISP shall provide Healthcare Provider with:

- a) Timely and secure access to the PDMP data through CRISP's web-based portal, subject to normal down-time for maintenance or circumstances beyond CRISP's control.
- b) PDMP data as reported by the dispensing person or entity. CRISP does not review or verify such

Insert your initials at each place on this electronic Memorandum of Understanding (MOU) to attest to each section.

The MOU provides you with the terms and conditions for access to PDMP data through CRISP.



Step 7: Watch Training Video



[Logout](#)



Welcome to the CRISP Registration site!



Note: Maryland State statute requires that all PDMP registrants complete a course of instruction and training on effective use of the PDMP.

This video covers:

- The opioid epidemic in Maryland
- PDMP Data, Legal Requirements, and Use
- Clinical resources
- A demo of accessing PDMP data in the CRISP Query Portal

Please press the play to review the CRISP training video. For a refresher course, you may also always find a current version of our training on the CRISP website and our YouTube channel.



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Confirmation Registration is Complete



- A confirmation message and the PDMP registration code will be displayed on the page.
- If your identity was authenticated, you will be issued a login and temporary password to query PDMP data automatically
 - If not, the ID you upload will have to be reviewed by CRISP before you receive your login. Note: this does not impact your registration! You will still be considered registered upon completing all steps.
- An email will be sent with the confirmation message and PDMP registration code



Contact us



Registration Help:

If you run into any issues with the webpage or your PDMP registration application, please call CRISP at **877-952-7477** Monday through Friday, 8 am to 5 pm EDT

PDMP Policy / Legal Help:

If you have policy, programmatic, or legal questions about the PDMP, please contact the PDMP Office at **410-402-8686** or dhmh.pdmp@maryland.gov