

Practitioner Registration Instructions for the New York State Medical Marijuana Program

The instructions below summarize the steps that practitioners must take to register with the New York State Department of Health's (NYSDOH) Medical Marijuana Program. A practitioner must meet each of the following requirements prior to registering:

- Possess a Health Commerce System (HCS) Medical Professions Account User ID and password.
  Practitioners who do not have an HCS Medical Professions Account may create one by following the instructions provided in the following link: https://apps.health.ny.gov/pub/ctrldocs/paperless\_docp.pdf;
- 2. Possess an active Drug Enforcement Administration (DEA) Registration Number; and
- 3. Complete the mandatory 4-hour department-approved medical use of marijuana course. A copy of the course completion certificate (as a PDF) must be emailed to <a href="mmp@health.ny.gov">mmp@health.ny.gov</a>, along with the practitioner's State License number and HCS User ID. NYSDOH will validate the information provided and send confirmation to the practitioner that will authorize the practitioner to register.

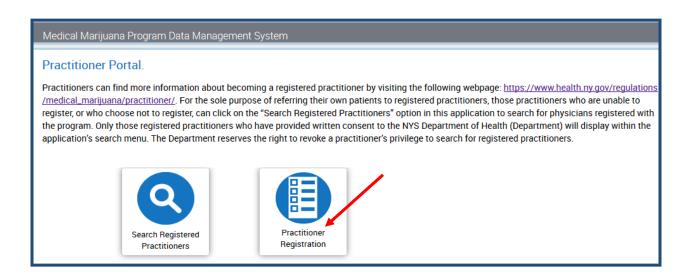
Practitioners who have not completed the course may learn more about the course from the NYSDOH Medical Marijuana Program's website: https://www.health.ny.gov/regulations/medical marijuana/.

Practitioners who meet the requirements listed above may proceed with the following steps to register with the NYSDOH Medical Marijuana Program:

- 1. Log in to HCS at https://commerce.health.state.ny.us/.
- 2. Select the Medical Marijuana Data Management System (MM DMS) from the *My Applications* Menu.

If MMDMS is not listed in the *My Applications* Menu, select *All Applications* from the *My Content* dropdown menu, click the M tab, find the MMDMS application in the list, and click the green and white "+" icon in the Add/Remove column to add the MMDMS application.

3. On the Practitioner Portal select the "Practitioner Registration" button (shown below).



4. Enter your DEA number in the provided field and click the "Register" button (shown below).

