## Medical, Dental, and Pharmacy Director PDMP Access

As of January 2018, medical, dental, and pharmacy directors are allowed access to the PDMP for overseeing the operations of their respective entities.

## Who can register?

A medical director who is physician employed by a coordinated care organization, hospital, health care clinic or system of hospitals or health care clinics for the purposes of overseeing the operations of the coordinated care organization, hospital, clinic or system and ensuring the delivery of quality health care within the coordinated care organization, hospital, clinic or system.

A pharmacy director who is a pharmacist employed by a coordinated care organization, pharmacy or system of pharmacies for the purposes of overseeing the operations of the coordinated care organization, pharmacy or system and ensuring the delivery of quality pharmaceutical care within the coordinated care organization, pharmacy or system.

A dental director who is dentist employed by a coordinated care organization, dental clinic or office, or a system of dental clinics or offices, for the purpose of overseeing the operations of the dental clinic or office, or the system of dental clinics or offices, and ensuring the delivery of quality dental care within the clinic, office or system.

As there are cases that may not be clear, each medical or pharmacy director account request will be evaluated to determine if the requestor has an appropriate use case.

## How to register

If the director already has a PDMP account then there is no need to register for a new account. Email <a href="mailto:PDMP.health@state.or.us">PDMP.health@state.or.us</a> to request the director level functionality be added to your existing account. Please include in your request a letter, or e-mail from your employers HR confirming your role as a Medical, Dental, or Pharmacy Director with a description of your position's responsibilities.

If the director does not have a PDMP account, navigate to <a href="https://oregon.pmpaware.net">https://oregon.pmpaware.net</a> and select "Create an Account". Follow the directions as prompted to compete registration.

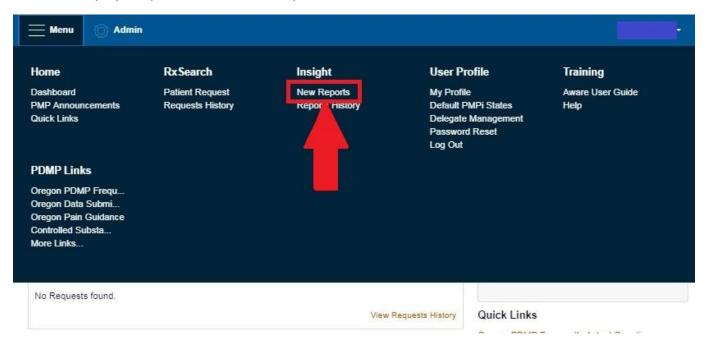
When registering medical and pharmacy directors must select the "Chief Medical Officer" role type.

## How to Use the new Functionality

Navigate to your PDMP account landing page and select "Menu" in the upper left corner.



From the displayed options select "New Reports".



For medical and dental directors the "Prescriber Activity Request" will be available. For pharmacy directors the "Dispenser Activity Request" will be available. Select the applicable option.

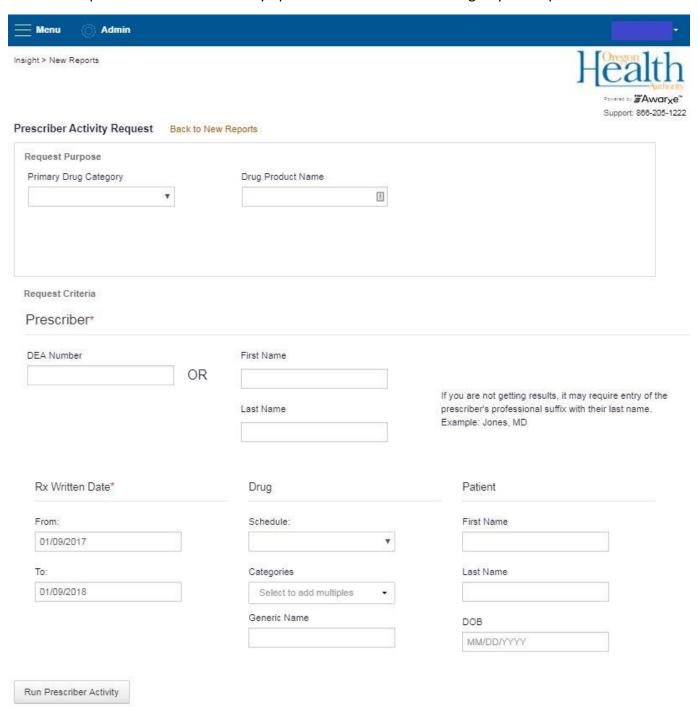
Insight > New Reports





| Report Nan                     | Description  |
|--------------------------------|--|
| Prescriber Activity<br>Request | Displays a summary of prescriptions prescribed by specified DEA number and the corresponding patient and pharmacy information. |

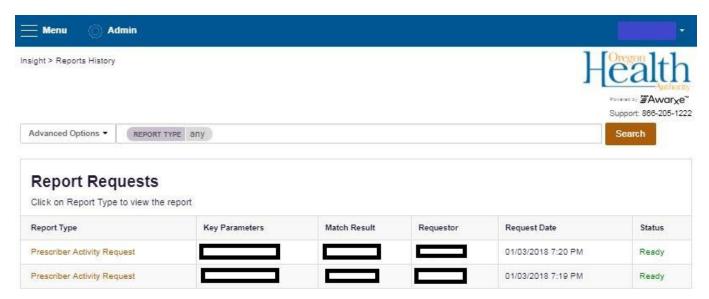
Fill in the required search fields and any optional search fields according to your request needs



Once the report is requested, select the menu option in the upper left and select "Reports History" from the displayed options.



Here all prescriber or dispenser history reports that have been requested will be listed and can be accessed.



Once the report is opened there is the open to export the data in PDF or CSV form.

