



REGISTERING FOR AND USING CSPMP

Registering for and Using the Controlled Substances Prescription Monitoring Program (CSPMP)

Checklist for safety

New User CSPMP Registration	
Step 1: Register	Register for CSPMP at: https://pharmacypmp.az.gov/ . Click on ‘Register now’ and fill out the ‘New Registration’ information.
Step 2: Verify	After you submit the registration form, you will receive a verification email with your CSPMP ID number and verification code. Follow the email link to verify your email address.
Step 3: Login	Once you login, you will then be able to complete your registration profile with your CSPMP ID and DEA number. Fill out the ‘Registration Details’ and certify that the application is complete and accurate, and then ‘Print Certificate’.
Gaining Access to Patient Data	
Step 1: Register	From https://pharmacypmp.az.gov/ follow the appropriate ‘Accessing the data’ link for either medical practitioners or pharmacists. A ‘New Registration’ form will pop up. Complete the form and submit.
Step 2: Confirm	Once completed, your access registration will be confirmed and you will receive a user name and password in your email, usually within 24-48 business hours. Exception: those with a nonresident license. In this instance, you need to print out your access registration, read and sign the Privacy Statement, and have it notarized. Mail both documents along with a copy of your nonresident State license and your Driver’s License. Once received and processed, a user name and password will be emailed to you.
Step 3: Login	When you receive your name and password you will be able to log in to the CSPMP.
Running a Request in the CSPMP	
Step 1: Request	Login in to the CSPMP. Under the ‘Request’ tab at the top left of the screen, select ‘New Request’ and then fill out the request form.
Step 2: Open	The request will appear as a PDF attachment.