



Florida's Prescription Drug Monitoring Program

NON-FLORIDA LICENSED PRESCRIBER AND DISPENSER REGISTRATION PROCESS FOR FEDERALLY EMPLOYED PRESCRIBERS AND DISPENSERS

Non-Florida licensed prescribers and dispensers who have the authority to prescribe or dispense controlled substances and are employed by the US Department of Veterans Affairs, US Department of Defense, or the Indian Health Services shall have access to E-FORCSE upon verification of employment. E-FORCSE® requires every individual register as a separate user, using their email address as their username within the system.

The registration process is comprised of three screens: the account settings screen, the role selection screen, and the demographics screen. All three screens must be completed before the user can successfully submit their registration for approval.

Registration Process

- 1 To request a new account in PMP AWAARxE, open an Internet browser window and navigate to: <https://florida.pmpaware.net>.
- 2 Click the **Create Account** link. The next screen requires the user to enter a valid email address and select a password. All non-Florida licensed federally employed prescribers and dispensers must use their government issued email address. The password must contain 10 characters, including 1 capital letter and 1 special character (such as !, @, #, \$) and must be entered a second time for validation. Click **Save and Continue**.
- 3 Click on the **+Healthcare Professional User Role** and select either **VA Prescriber, Military Prescriber, or IHS Prescriber or VA Dispenser, Military Dispenser, or IHS Dispenser**. Click **Save and Continue**.
- 4 Enter the following personal and employer information. **Note: Required fields are indicated with a red asterisk.**

Personal Information: Prescriber's DEA number and NPI number (if applicable), professional license number, license type, position, name, date of birth, last 4 digits of social security number, specialty, and primary contact phone.

Employer Information: DEA and NPI numbers (if applicable), name, location and address, and phone.

Once complete, click **Submit Your Registration**.

Once your registration is submitted, you will be prompted to upload employment verification documents. All federally employed prescribers and dispensers are required to upload a **copy** of their **Federal employee identification and professional license**. You will also receive an email with the same request. These documents must be submitted to complete your registration.

- 5 Your registration will be manually reviewed by E-FORCSE program staff. Once your account is approved or rejected, you will be notified via email. Please add **no-reply-pmpaware@globalnotifications.com** to your email address book to ensure that you receive system-generated emails.

For more information visit www.e-forcse.com.

For technical assistance, please contact our Help Desk at (877) 719-3120.

