



Alaska's Prescription Drug Monitoring Program



How to Sign Up:

Delegate Login Instructions for AWARxE

HELPFUL HINT: print & use as checklist

<p>1 Go to: https://alaska.pmpaware.net "AWARxE" to access the PDMP database. Only individuals holding a license, registration, or certification under AS 08 may register as a delegate.</p> <p style="text-align: right;"><input type="checkbox"/></p>	<p>6 Identify Supervisor(s) by entering their PDMP email in the space provided. Once one supervisor has approved you as a delegate through their AWARxE account, the PDMP manager can grant you access to the database.</p> <p style="text-align: right;"><input type="checkbox"/></p>
<p>2 Click "Create an Account."</p> <p style="text-align: right;"><input type="checkbox"/></p>	<p>7 Click "Submit Your Registration". Recall that your account will not be activated until all items in Step 6 are satisfied.</p> <p style="text-align: right;"><input type="checkbox"/></p>
<p>3 You will be brought to the Registration screen; enter and confirm your email and password. Click "Continue"</p> <ul style="list-style-type: none"> • Email = your login ID • Password = must be at least 8 characters and must include one uppercase, one lowercase, and one symbol, e.g.: !, @, \$, # <p style="text-align: right;"><input type="checkbox"/></p>	<p>8 You will receive a notice asking you to verify your email. The link will expire after 20 minutes. If you do not receive one, contact support (see Step 10).</p> <p style="text-align: right;"><input type="checkbox"/></p> <p>9 You will receive an email notification from the Alaska PDMP office confirming your registration only after the following:</p> <ul style="list-style-type: none"> • All supervisors have approved you as a delegate • You have verified your email • The PDMP administrator has given final approval
<p>4 Select your User Role as a delegate under the Healthcare Professional User role type. Delegates can only conduct patient requests on behalf of a supervisor who has successfully registered with the PDMP.</p> <ul style="list-style-type: none"> • Healthcare Professional → "Prescriber Delegate – Licensed" <p style="text-align: right;"><input type="checkbox"/></p>	<p>10 Sign into AWARxE to report and review. Contact the following if you experience difficulties:</p> <p>Appriss Health Support (Alaska's PDMP Vendor) Phone: 1-855-525-4767</p>
<p>5 Enter your Personal and Employer information</p> <ul style="list-style-type: none"> • Full Name • Professional License Number • License Type • Date of Birth • Last 4 digits of SSN • Contact number <p style="text-align: right;"><input type="checkbox"/></p>	<p>11 Helpful Tips:</p> <ul style="list-style-type: none"> • Additional supervisors can be added under the "My Profile" tab • Password resets can be done under the "Reset Password" tab • Be sure to contact the division if your name or email has changed