How to Use the Alaska Prescription Drug Monitoring Program
The Alaska Prescription Drug Monitoring Program (PDMP) is a patient safety tool designed to reduce illegal access to Schedule II-IV controlled substances, monitor patient use and reduce misuse.
The PDMP gathers prescription data from prescribers, including physicians, dentists and veterinarians.

This objective resource allows prescribers and pharmacists to see all prescriptions a patient is getting from different sources and use this information in care decisions.

The system also tracks controlled substance prescriptions dispensed in Alaska by out-of-state pharmacies.
To promote more robust usage of Alaska’s PDMP and to track and evaluate their patient’s controlled substance usage, Alaska passed legislation requiring all pharmacists who dispense controlled substances and DEA-registered prescribers licensed by the State of Alaska must register with the program by July 17, 2017.
After July 17, 2017, Practitioners must review PDMP information before dispensing, prescribing, or administering a federal schedule II or III controlled substance. The exception(s) are:

- receiving treatment in an inpatient setting;
- at the scene of an emergency or in an ambulance;
- in an emergency room;
- immediately before, during, or within the first 48 hours after surgery or a medical procedure;
- in a hospice or nursing home that has an in house pharmacy;
- a nonrefillable prescription of a controlled substance in a quantity intended to last for not more than three days.
Keep patients safe by checking Alaska's Prescription Drug Monitoring Program (PDMP) every time before writing a prescription.

You'll be doing your part to reduce the number of lives damaged by prescription drug misuse.

Here's how to sign up for the PDMP and pull a patient prescription history.
Registering as a New User
First-Time Registration
Click on “Create an Account”
Your email is your username.

Passwords must:
- Be at least eight characters
- Include one uppercase letter, one symbol, and one lowercase letter
Select the **primary category** describing your role. This will expand the list and allow you to select your specific role.

Click on "Save and Continue" to proceed.
A verification link will be sent to the email address you entered.

Click on the link in your email inbox to verify and begin the registration approval process.
Add multiple DEA addresses if necessary.

AutoFill features make data entry simple.

Check accuracy of data and click “Submit.”

It's OK if you don't have all the information you need. Push Submit and the system will hold what you've entered. You can log in again later and enter additional information then.
Step 6

Verifying your email

Check your inbox for a Verification Request email. Click on the “verify your email” link in the request. If the link is expired, type in your email to receive another verifying link.

AK PDMP Email Verification Request
no-reply-pmpaware@globalnotifications.com [no-reply-pmpaware@globalnotifications.com]

Sent: Tuesday, June 20, 2017 9:00
To: Prescription Drug Monitoring Program, Alaska (CED sponsored)

Thank you for beginning your registration with AK PDMP. We have established your account with the following username and role:

Username: akpdmp@alaska.gov.
Your Role(s): Dentist.

Please verify your email

If additional steps are required after you complete the online registration, further instructions will be emailed to you.
The Dashboard is the first screen users see once logged in with an approved account. It provides a quick summary of pertinent items within the PDMP, including State Administrator announcements, the user’s recent patient searches, patient alerts, and their delegate’s/supervisor’s status.

### Patient Alerts

<table>
<thead>
<tr>
<th>Patient Full Name</th>
<th>DOB</th>
<th>Alert Date</th>
<th>Alert Letter</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOHN DOE</td>
<td>01/01/1900</td>
<td>10/12/2015</td>
<td>PDF</td>
</tr>
<tr>
<td>JOHNNY DOE</td>
<td>01/01/1900</td>
<td>10/12/2015</td>
<td>PDF</td>
</tr>
<tr>
<td>NEW BOB TESTPATIENT</td>
<td>01/01/1900</td>
<td>10/12/2015</td>
<td>PDF</td>
</tr>
<tr>
<td>BOB TESTPATIENT</td>
<td>01/01/1900</td>
<td>08/13/2015</td>
<td>PDF</td>
</tr>
<tr>
<td>JOHN DOE</td>
<td>01/01/1900</td>
<td>08/11/2015</td>
<td>PDF</td>
</tr>
</tbody>
</table>

### Recent Requests

<table>
<thead>
<tr>
<th>Patient Name</th>
<th>DOB</th>
<th>Request Date</th>
<th>Delegate</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Doe</td>
<td>01/01/1900</td>
<td>11/09/2015 4:43 PM</td>
<td>Paul Delegate</td>
</tr>
<tr>
<td>JOHNNY DOE</td>
<td>01/01/1900</td>
<td>11/09/2015 4:10 PM</td>
<td></td>
</tr>
<tr>
<td>JOHN DOE</td>
<td>01/01/1900</td>
<td>11/09/2015 4:09 PM</td>
<td></td>
</tr>
<tr>
<td>JOHN DOE</td>
<td>01/01/1900</td>
<td>11/06/2015 1:12 PM</td>
<td></td>
</tr>
<tr>
<td>John Doe</td>
<td>01/01/1900</td>
<td>10/06/2015 2:24 PM</td>
<td>Paul Delegate</td>
</tr>
</tbody>
</table>

### Delegates

<table>
<thead>
<tr>
<th>Delegate Name</th>
<th>Status</th>
<th>Request Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pharmacist Delegate Unlicensed</td>
<td>pending</td>
<td>11/04/2015</td>
</tr>
<tr>
<td>First Middle Last</td>
<td>approved</td>
<td>10/15/2015</td>
</tr>
<tr>
<td>Paul Delegate</td>
<td>approved</td>
<td>07/21/2015</td>
</tr>
</tbody>
</table>
This section shows the last few patient searches that were performed by the user or by one of the user’s delegates. Clicking the patient name will take the user to the patient report.
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State Administrators display announcements to users in this section. The announcements can be configured as role specific. A user whose role is physician can have an announcement that delegate users may not see.
The Patient Request is a report that displays the previous prescription drug activity for a specific patient.
Select the RxSearch tab, then choose Patient Request.

Enter minimum search criteria:
- Full first name
- Full last name
- Date of birth

Improve the search by:
- Adding details: city, state, and/or zip code.
- Searching for aliases/alternate spellings ("John," "Jon," "JR")
- Using only the first three letters of first or last name
The Patient Rx Request report is comprised of four main sections:

- Patient Information
- Prescriptions
- Prescribers
- Dispensers
If multiple patients are identified,

- **refine your search** by providing additional search information or
- select **single, multiple, or all returned patient groups** to include in your patient Rx request results.

**Click on “Run Report.”**

**Print out the form** by clicking on the PDF button or convert to a CSV (Microsoft Excel) file.

Past searches are available by clicking on the **Requests History** located next to the Patient Request tab.
If multiple patients are identified, choose one of the following options:

- **Refine your search** by providing additional search information.
- Select any patient group to run a report.
- If you believe more than one group identifies your patient, select them to run a report.

### Patient Search

**Patient 2956**

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Gender</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAVE</td>
<td>1990-01-01</td>
<td></td>
<td>832 NOT REAL PATIENT DR, WICHITA, KS 67205</td>
</tr>
<tr>
<td>TESTPATIENT</td>
<td>1990-01-01</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Patient 2957**

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
<th>Gender</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAVE</td>
<td>1990-01-01</td>
<td></td>
<td>832 NOT REAL PATIENT DR, WICHITA, KS 67205</td>
</tr>
<tr>
<td>TESTPATIENT</td>
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RESOURCES

alaska.pmpaware.net/login

User Guide
USER SUPPORT MANUAL

Board of Pharmacy
PDMP.ALASKA.GOV

Before You Prescribe
OPIOIDS.ALASKA.GOV

Centers for Disease Control and Prevention (CDC)
CLINICAL TOOLS
Sara Chambers
Deputy Director

Brian Howes
PDMP Technical Expert

Department of Commerce, Community,
and Economic Development

Division of Corporations, Business
and Professional Licensing

Board of Pharmacy