



How to Sign Up:

Practitioner & Pharmacist Login Instructions for AWARxE

HELPFUL HINT: print & use as checklist

1 Go to: <u>https://alaska.pmpaware.net</u> "AWARxE" to access the PDMP database.	 Review your account registration profile details. At this point you can either select "Log Out, Complete Later", or select "Submit and Continue". Once you click submit, you will not be able to make any changes until your account has been approved.
2 Click "Create an Account."	 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).
 3 You will be brought to the Registration screen; enter and confirm your email and password. Click "Continue". Email = your login ID Password = must be at least 8 characters and must include one uppercase, one lowercase, and one symbol, e.g.: !, @, \$, # 	 In addition to steps 1 – 7, If you are licensed under AS 08, you must register with the Division. You can either fill out form #08-4760 and submit the \$25.00 fee or fill out the online form at https://my.alaska.gov/ Your request will be manually reviewed and approved.
 Select your User Role, and click "Continue." If you are not licensed in Alaska, or are not licensed in Alaska and are working as an IHS or VA dispenser or prescriber, register using one of these roles, e.g.: IHS Prescriber. Fill out form #08-4760 and submit a copy of your valid license from another jurisdiction. 	 Delegate Information for Supervisors: Except for VA facilities, only individuals licensed, registered, or certified under AS 08 can qualify to register as a delegate. Instructions can be found at pdmp.alaska.gov.
 5 Enter your Personal and Employer information DEA & NPI Number(s) Professional License Number Date of Birth License Type Last 4 digits of SSN Healthcare Specialty Contact number 	 Once your account has been approved, you will receive a notification email. If you experience any difficulties with registration, contact your licensing board for assistance. For technical difficulties with registration or use, contact support at: Appriss Support (Alaska's PDMP Vendor) Phone: 1-855-525-4767