



State of Idaho
Division of Occupational and Professional Licenses
Idaho State Board of Pharmacy - PDMP

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Controlled Substance Registration

Tips for submitting the Practitioner Controlled Substance Registration (CSR), Prescription Drug Monitoring Program (PDMP), and Drug Enforcement Administration (DEA) Registration processes work (not a guarantee of approval):

1. **Create a PDMP account** [AWARxE](#).

- In the **CSR# field**, enter "**pending**."

Note: The PDMP account will stay pending until the CSR and DEA registration steps below are finished.

2. **Submit a CSR application to the Board of Pharmacy via your** [Online Services account](#).

a. On the 'More' options page, and in the **License/Registration Actions box**, click on **Apply for a License/Registration/Certification**.

b. In the **Board field**, type "**Board of Pharmacy**," then select **Practitioner Controlled Substance Registration** from the list.

Note: Send application inquiries to hp-licensing@dopl.idaho.gov

3. **After the CSR is issued**, the DEA process will depend on how you practice medicine in or into Idaho.

- **Practicing in Idaho**—Visit the [DEA website](#) to:

Apply for a DEA registration or request a change of address to match your Idaho practice location on an existing DEA registration.

Once completed, email a copy to hp-licensing@dopl.idaho.gov

- **Non-Resident Prescriber only prescribing into Idaho**—Email a copy to hp-licensing@dopl.idaho.gov.

PDMP Account Activation: You will receive an email within one or two business days after PDMP staff confirm that the steps above are complete, confirming the account activation.

Pharmacist License

Tips for submitting the Idaho Pharmacist License application and the Prescription Drug Monitoring Program (PDMP) process work (not a guarantee of issuance):

1. Create a PDMP account [AWARxE](#).

- In the **Pharmacist License field**, enter "**pending**".

Note: The PDMP account will stay pending until the license is issued.

2. Submit a Pharmacist application to the Board of Pharmacy via [Online Services](#)

Note: Send application inquiries to hp-licensing@dopl.idaho.gov.

PDMP Account Activation: You will receive an email within one or two business days after PDMP staff confirm that the steps above are complete, confirming the account activation.