# QUICK REFERENCE GUIDE: ACTIVATING YOUR MEDICAL MARIJUANA CARD

## Updated 5/28/2020

Registration of patients & caregivers in the Ohio Medical Marijuana Control Program is done through the Patient & Caregiver Registry (www.ohiomedicalmarijuanaregistry.com). The Registry is an online portal where physicians with a certificate to recommend can register both patients and caregivers, and issue recommendations.

After a physician enters your details into the Registry, you can begin the three-step process of activating your card.

## STEP 1: ACCESS YOUR EMAIL

Once a recommending physician has entered a patient or caregiver into the Registry, the patient/caregiver will receive an email from no-reply-pmpaware@globalnotifications.com with the subject line "Ohio Medical Marijuana Registry User Activation." The email is sent to the email address the patient or caregiver gives to the physician when they register.
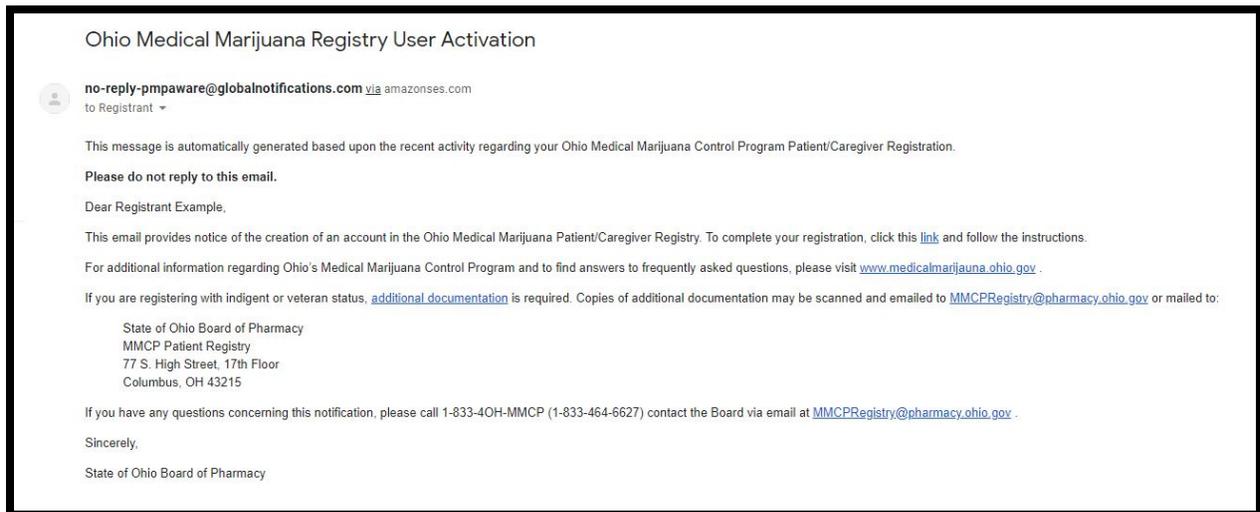


When searching for your email in your inbox, make sure to check your "Junk" or "Spam" folder if you cannot find it in your main inbox. Within the email, find the sentence that says: "To complete your registration, click this link and follow the instructions."

Click "link" and you will be taken to the Registry website to create your Registry password.

**PLEASE NOTE:** You can only click "link" in your email once. If you attempt to click it more than once, you will be given an error message. If you need your email sent again, please send your name and date of birth to MMCPRegistry@pharmacy.ohio.gov so your email can be re-sent.

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## STEP 2: CREATE YOUR REGISTRY PASSWORD

Passwords must be at least 8 characters, with a minimum of one uppercase letter, one lowercase letter, and one special character (!, @, #, $, etc.).

After you save your password, you will need to choose your time zone. With your time zone confirmed, you are now logged into your Registry profile.

Your Registry profile has all the details submitted by your physician. If any of the personal details on your Registry profile are incorrect, such as the spelling of your first or last name, your date of birth, your email address, or your mailing address, please contact your recommending physician and ask them to correct the information.

At the bottom of your Registry profile is your recommendation. To purchase medical marijuana from a dispensary, your physician needs to issue you a recommendation on your Registry profile. **If you do not see the correct recommendation information on your Registry profile, please contact your physician.**

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## STEP 3: SUBMIT YOUR REGISTRATION FEE

On your Registry profile, click the red button labelled "ACTIVATE CARD" to activate your card by submitting your registration fee. You will need to agree to legal statements before submitting your payment information for your registration fee.



**IMPORTANT NOTICE FOR VETERAN/INDIGENT PATIENTS:**

IF YOU ARE REGISTERING WITH VETERAN OR INDIGENT STATUS, THE "ACTIVATE CARD" BUTTON WILL NOT BE SHOWN **UNTIL YOUR VETERAN OR INDIGENT STATUS HAS BEEN APPROVED BY THE BOARD OF PHARMACY**.

TO HAVE YOUR STATUS APPROVED BY THE BOARD OF PHARMACY, FOLLOW THE INSTRUCTIONS FOUND ON THE "QUICK REFERENCE GUIDE: REGISTERING WITH INDIGENT/VETERAN STATUS."

**PAYMENT NOTICE:** The State of Ohio Board of Pharmacy accepts Visa, MasterCard & Discover.

After you successfully submit your registration fee, you will be returned to your Registry profile. Your active card is visible on the left side of your page.

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**PLEASE NOTE:** The Board of Pharmacy will not be sending copies of Ohio medical marijuana cards to you. Your card is available on your Registry profile page. On that page, you can click the button labelled "DOWNLOAD" to save your card to your computer or mobile device. Once you save your card, you can print it out. Your card must be either printed out or available on your mobile device for you to purchase medical marijuana at a dispensary.



When you visit a dispensary to purchase medical marijuana, you will need both your Registry card and the ID associated with your Registry account to confirm your identity. The ID associated with your Registry account can be a driver's license, state-issued ID, or U.S. passport.

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**IMPORTANT NOTICE:**

**TO PURCHASE MEDICAL MARIJUANA AS A PATIENT, YOU WILL NEED AN ACTIVE REGISTRY CARD AND AN ACTIVE RECOMMENDATION.**

**TO PURCHASE MEDICAL MARIJUANA AS A CAREGIVER, YOU WILL NEED AN ACTIVE REGISTRY CARD, AND BE TIED TO A PATIENT WITH AN ACTIVE REGISTRY CARD AND AN ACTIVE RECOMMENDATION.**

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After you activate your card, you will continue to have access to your card and your Registry profile by visiting www.ohiomedicalmarijuanaregistry.com and logging in using your email address and password.

If you have any questions about activating your medical marijuana card, please call the Ohio Medical Marijuana Toll-Free Helpline at 1-833-4OH-MMCP (1-833-464-6627), or contact the Board via email at MMCPRegistry@pharmacy.ohio.gov.