

# Online Registration – **ACCESS** the DATA

## New Hampshire Prescription Drug Monitoring Program - **AWARxE**

The New Hampshire Prescription Drug Monitoring Program (PDMP) grants system access accounts to practitioners and approved delegates so that they may look up, and view, controlled substance dispensing information on specific patients .

**Practitioners (and Delegates) can perform the following steps to request an account:**

1. To request a new account in PMP AWARXE, got to login screen is located at <https://newhampshire.pmpaware.net/login>
2. Once at the login screen, the user must click the “Create an account” option to begin the process.
3. The first screen displayed requires the user to enter their current, valid email address and select a password. The password must be entered a second time for validation. a. The password must contain at least 8 characters, including 1 capital letter and 1 special character (such as !,@,#,\$)
4. After the email and desired password have been entered, the user must click the “Save and Continue” button.
5. The second step is the role selection screen. The user can expand the role categories to select the role that fits their profession. After the role has been selected, the user must click the “Save and continue” button.
6. A message is temporarily displayed to the user stating that an email has been sent to their email address for verification. The email should arrive in the user’s inbox within a few minutes and will contain a link that the user will click to verify that their email address is valid and current.
7. The final screen is the demographics screen. Here the user must enter their name, date of birth, employer information, and other information as configured by the PDMP Administrator. **a. Required fields are marked with a red asterisk. b. Please enter all active DEA numbers, if applicable.**
8. After all information has been entered into the form, the user must click the “Submit Your Registration” button to complete the process.
9. The user will then be taken to a landing page notifying them that their account is pending approval.
  - a. Additional validation documents are not required, as is indicated by the “None Required” message in the “Validation Documents Required” column.

