



# Idaho State Board of Pharmacy

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## Required Documents Idaho Controlled Substance Researcher Registration Application

The following requirements must be met with submission of the on line application

1. **DEA Research Protocol** – Submit a copy with the application
2. **Idaho Permanent Professional License (if applicable)**- upload a copy, and what is indicated below, if applicable;
  - **Physician Assistant** – A copy of the prescriptive authority approval letter from the Board of Medicine
  - **Nurse practitioners** – License must indicate prescriptive authority has been granted
  - **Veterinarians** – Can apply if possesses a temporary unsupervised license
3. **Federal DEA Registration** – Idaho law requires that an applicant have a Federal DEA registration that has the same Idaho practice address that is provided on this application. Print and attach proof as indicated below;

### **New Federal DEA registration;**

Initiate online application @ <http://www.deadiversion.usdoj.gov/drugreg/index.html>

- The confirmation page that shows the DEA control number (i.e. W12011111C), **and** the Idaho practice address.

### **Request to transfer practice address on a current Federal DEA registration;**

Initiate a request to transfer address

<https://www.deadiversion.usdoj.gov/webforms/jsp/regapps/common/updateLogin.jsp>.

- The "Registration Update Request Successfully Submitted" page that shows the Idaho practice address
- Also attach a copy of current DEA registration

**Note:** Either request submitted to the DEA will remain in a pending status until a completed Idaho Controlled Substance Registration application has been completed.

4. **All individual registrants must register to receive the Idaho State Board of Pharmacy Newsletter** - To subscribe to the Idaho State Board of Pharmacy Newsletter Alert e-mail list, send an e-mail to [IdahoBOPNewsletter@nabp.net](mailto:IdahoBOPNewsletter@nabp.net) with the word "Subscribe" in the subject heading.