
Re-registering for Maine's PMP

For authorized users of Maine's
Prescription Monitoring Program,
logging in after January 5, 2009



Office of Substance Abuse
Department of Health and Human Services

John E. Baldacci, Governor

Brenda M. Harvey, Commissioner

Overview

- Change scheduled for January 5, 2009
 - Initial log in after change
 - “Mini-registration” process
 - Password recovery
 - Re-approval
 - First-time log in
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Change to PMP online database

- Same URL: www.maine.gov/pmp
- New interface; new host
- Re-registration and re-approval required
- Re-approvals during business hours, Monday through Friday



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“Why do I have to re-register?”

- Completely new web portal
 - No email address on file for many users; now required for all users; enables automated password recovery
 - Other new requirements: date of birth (to verify identity) and specialty (e.g., emergency medicine) – information not previously collected
 - Additional level of security
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Initial log in attempt

- Go to www.maine.gov/pmp
 - Click on the OSA logo (center of page)
 - Enter your username and password (on the “Login” tab)
 - If your password does not work, click the “Password Recovery” tab (see next slide)
 - If your password works, you will come to a “mini-registration” interface
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Password Recovery

- Enter your username or your email address in the space provided on the “Password Recovery” tab
- Receive email message with a link to the password reset screen; click link in message
- If you do not receive an email message within 15 minutes of having attempted password recovery, call the PMP Helpdesk:

866-749-7838



Mini-registration

Once you log in, you will be -

- Prompted for agreement with Terms of Service (must scroll down to activate)
 - Asked to fill in Data Requester info, with info already on file “pre-populated” in the corresponding fields -
 - Required fields: DOB, license prefix (e.g., O for DO, M for MD, AP for NP), license number, Professional License, Specialty, DEA number
 - Submit the new information, and wait for re-approval email notification
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Re-approval

- PMP Helpdesk staff re-approve accounts
- Upon approval of an account, a message is sent to the email address on file
- Follow the instructions in the message (a link is provided for convenience)
- If you have not received an approval message within one business day of re-registering, call the PMP Helpdesk

866-749-7838

First-time Log In

- After re-approval, follow the link in the “Welcome” message
 - Enter your username and password
 - Agree to the Terms of Service (if prompted)
 - Start to use the system – for information about system use, refer to the “Data Requester Portal Manual” (available at www.maine.gov/pmp)
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Questions?

Technical Questions:

Goold Health Systems
(GHS)

ME PMP Technical
Helpdesk

mepdmphelpdesk@ghsinc.com

866-749-7838

Policy Questions:

Office of Substance
Abuse (OSA)

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