



QUICK REFERENCE GUIDE: RENEWING RECOMMENDATIONS

Updated 9-11-2019

In the Patient & Caregiver Registry (www.ohiomedicalmarijuanaregistry.com), physicians with a certificate to recommend medical marijuana who are renewing a patient's recommendation can do so using the following instructions:

1. CLICK 'RENEW RECOMMENDATION'

When an active recommendation is set to expire within 45 days, a button will appear at the bottom of the recommendation section that says, "RENEW RECOMMENDATION." Physicians will begin the recommendation renewal process by clicking this button.

PLEASE NOTE: The "RENEW RECOMMENDATION" button will only appear for the physician who issued the currently active recommendation.

2. ENTER RECOMMENDATION INFORMATION

Physicians will then complete the renewed recommendation by completing the same fields they were required to complete for the initial recommendation:

- Number of 90-day Refills
- Terminal Diagnosis
- Qualifying condition(s)
- Instructions for Use (if any)

When the physician has completed all required fields, they will click "FINALIZE" to proceed to the next step.

3. CONFIRM & AGREE

After clicking finalize, the physician will read the terms of use and click "Confirm & Agree".

4. COMPLETE RECOMMENDATION RENEWAL SURVEY

Once the physician clicks "Confirm & Agree", they will be prompted to complete the Recommendation Renewal Survey. The Recommendation Renewal survey is to be filled out using information provided by the patient.

5. SAVE SURVEY RESULTS

Once the survey is completed, the physician will click the "Save" button at the bottom and will be taken back to the patient's Registry page. The physician will also see a message at the top of the screen indicating that the survey has been completed.

If you have any questions about renewing recommendations, 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.