

Understanding the Registry

Create a New Caregiver – Seasonal Residents

Caregivers can be added to the Medical Marijuana Use Registry to a patient's profile, even if that caregiver is already an existing patient in the Registry. On the occasion that your patient and their caregiver share a single email address, the email address should **only** be added to the caregiver's profile.

Step 1: Log into the Medical Marijuana Use Registry <https://mmuregistry.flhealth.gov/>.

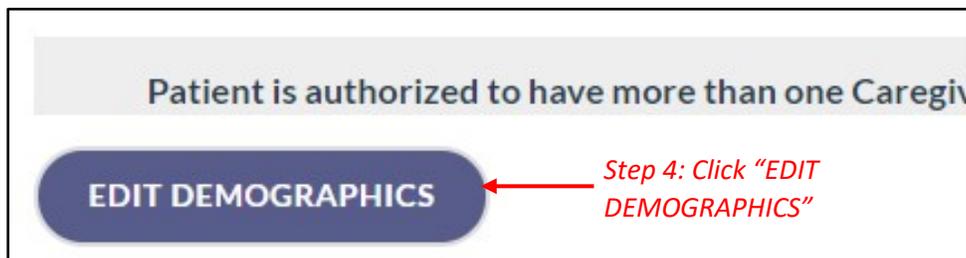
If you do not remember your password, you may reset it yourself by selecting [Forgot Password](#) on the Login page. For step-by-step instructions to reset your password, see our [Resetting My Password](#) guide on our Know the Facts MMJ page (<https://knowthefactsmmj.com/registry/#instructional-guides>).

Step 2: Navigate to the "Patient Management" menu option at the top of the page and click on "My Patients."



Step 3: Select the patient who will have the caregiver.

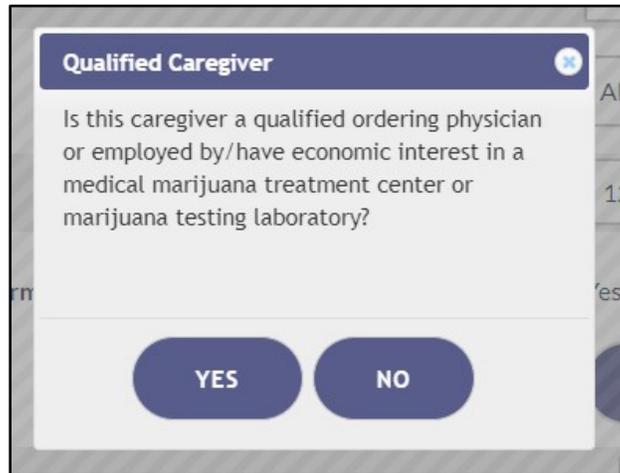
Step 4: Click "Edit Demographics."



Step 5: Next to "Add Caregiver," click "Add New."



Step 6: Respond “Yes” or “No” to whether the caregiver is a qualified ordering physician or employed by/has economic interest in a medical marijuana treatment center or marijuana testing laboratory.



A dialog box titled "Qualified Caregiver" with a close button (X) in the top right corner. The text inside asks: "Is this caregiver a qualified ordering physician or employed by/have economic interest in a medical marijuana treatment center or marijuana testing laboratory?". At the bottom, there are two blue buttons: "YES" and "NO".

Step 7a: Select “Yes” if the caregiver has a Social Security Number (SSN).



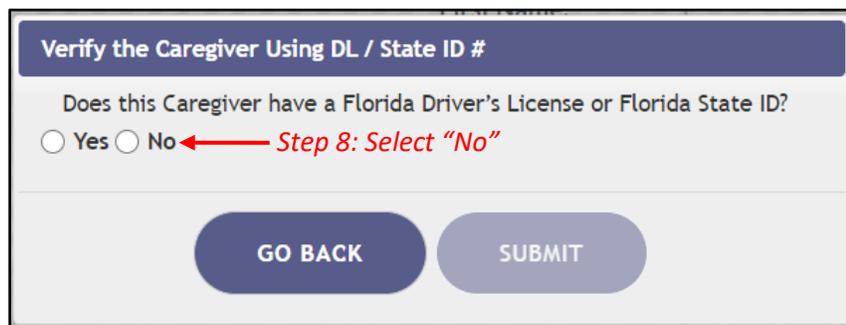
A dialog box titled "Verify the Caregiver Using Social Security Number". The text asks: "Does this Caregiver have a Social Security Number?". Below the text are two radio buttons: "Yes" and "No". A red arrow points from the text "Step 7a: Select 'Yes'" to the "Yes" radio button. At the bottom, there are two blue buttons: "GO BACK" and "SUBMIT".

Step 7b: Enter the caregiver’s SSN. Do **not** include dashes or spaces.



A dialog box titled "Verify the Caregiver Using Social Security Number". The text asks: "Does this Caregiver have a Social Security Number?". Below the text is an input field labeled "SSN". A red arrow points from the text "Step 7b: Enter SSN" to the input field. At the bottom, there are two blue buttons: "GO BACK" and "SUBMIT".

Step 8: Select “No” if the caregiver does not have a Florida Driver's License or Florida State Identification (ID) Card.



A dialog box titled "Verify the Caregiver Using DL / State ID #". The text asks: "Does this Caregiver have a Florida Driver's License or Florida State ID?". Below the text are two radio buttons: "Yes" and "No". A red arrow points from the text "Step 8: Select 'No'" to the "No" radio button. At the bottom, there are two blue buttons: "GO BACK" and "SUBMIT".

Step 9: Enter the caregiver's date of birth (DOB).

Enter the Caregiver DOB

Date of Birth

Step 9: Enter DOB

GO BACK SUBMIT

Step 10: Click "Supply Manually" to manually enter the patient's information.

No Match for Input Values

A suitable record for the criteria you supplied was not found. You may cancel, go back to supply different criteria, or Supply Manually.

CANCEL GO BACK

SUPPLY MANUALLY

Step 10: Click "SUPPLY MANUALLY"

Step 11*: Enter all of the caregiver's information.

**Be accurate while entering the caregiver's information. A misspelled name, incorrect DOB, SSN, email, or address will delay the caregiver's ability to obtain products, an OMMU ID Card, or possibly cause an issue should they encounter law enforcement while in legal possession of products.*

Step 12: Click "Save."

New Caregiver

Last Name:

First Name:

Middle Initial:

Primary Phone:

Email Address:

Date Of Birth:

Gender:

Does this patient have a Social Security Number: Yes No

SSN:

Address1:

Address2:

City:

State:

County:

Zip code:

Is this person a permanent resident of the state of Florida?: Yes No

Is this person a seasonal resident of the state of Florida? (per Section 381.986, Florida Statute, the term "seasonal resident" means any person who temporarily resides in this state for a period of at least 31 consecutive days in each calendar year, maintains a temporary residence in this state, returns to the state or jurisdiction of his or her residence at least one time during each calendar year, and is registered to vote or pays income tax in another state or jurisdiction.) Yes No

Caregiver is authorized to represent more than one Patient per 381.986, F.S.

GO BACK TO PATIENT SAVE

Step 11: Fill in all caregiver information accurately

*Supply SSN if the patient is a US Citizen. Supply non-US passport # if the patient is not a US Citizen

Select "No"

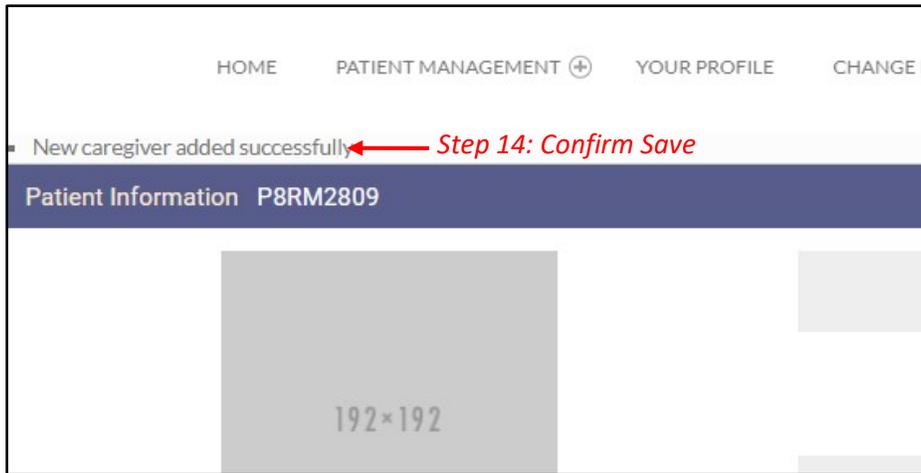
Select "Yes"

Click "SAVE"

Step 13: Confirm the caregiver's information has been entered correctly.



Step 14: Ensure the confirmation message indicates the caregiver was successfully added.



Important note: *If the caregiver is an existing patient, the caregiver profile and the caregiver's patient profile will be automatically linked. This means that when the caregiver logs into the Medical Marijuana Use Registry, he/she will need to take the mandated Caregiver Quiz. The caregiver will have access to their patient profile/application, their caregiver profile/application, and the profile/application for whom they are a caregiver.*

For additional information, visit
KnowTheFactsMMJ.com