

Understanding the Registry

Create New Patient – Seasonal Residents

Before creating a new patient profile in the Medical Marijuana Use Registry, you must ensure the patient does not already have a patient profile. If you search for a patient in the Medical Marijuana Use Registry and no existing patient profile was found, you will need to add the patient to the Medical Marijuana Use Registry and certify the patient is in compliance with 381.986 (4), Florida Statutes.

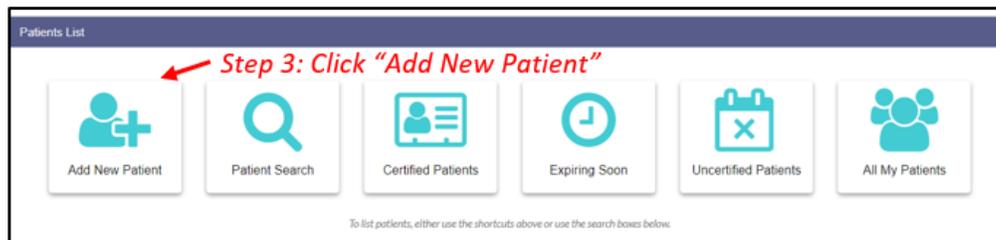
Step 1: Log into the Medical Marijuana Use Registry <https://mmuregistry.flhealth.gov/>.

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: Click “Create New Patient.”



Step 4a: Select “Yes” if the patient has a Social Security Number (SSN).



Step 4b: Enter the patient's SSN. Do **not** include dashes or spaces.

Verify the Patient Using Social Security Number

SSN

Step 4b: Enter SSN →

GO BACK SUBMIT

This screenshot shows a form titled "Verify the Patient Using Social Security Number". It has a header bar with the title. Below the header, there is a label "SSN" and an empty text input field. A red arrow points from the text "Step 4b: Enter SSN" to the input field. At the bottom of the form, there are two buttons: "GO BACK" and "SUBMIT".

Step 5: Select "No" if the patient does not have a Florida Driver's License.

Verify the Patient Using DL / State ID #

Does this Patient have a Florida Driver's License or Florida State ID?

Yes No ← *Step 5: Select "No"*

GO BACK SUBMIT

This screenshot shows a form titled "Verify the Patient Using DL / State ID #". It has a header bar with the title. Below the header, there is a question: "Does this Patient have a Florida Driver's License or Florida State ID?". There are two radio button options: "Yes" and "No". The "No" option is selected, and a red arrow points from the text "Step 5: Select 'No'" to the "No" radio button. At the bottom of the form, there are two buttons: "GO BACK" and "SUBMIT".

Step 6: Enter the patient's date of birth (DOB).

Enter the Patient DOB

Date of Birth

Step 6: Enter DOB →

GO BACK SUBMIT

This screenshot shows a form titled "Enter the Patient DOB". It has a header bar with the title. Below the header, there is a label "Date of Birth" and an empty date input field. A red arrow points from the text "Step 6: Enter DOB" to the input field. At the bottom of the form, there are two buttons: "GO BACK" and "SUBMIT".

Step 7: 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 7: Click "SUPPLY MANUALLY" →

This screenshot shows an error message box titled "No Match for Input Values". The message text says: "A suitable record for the criteria you supplied was not found. You may cancel, go back to supply different criteria, or Supply Manually." Below the message, there are three buttons: "CANCEL", "GO BACK", and "SUPPLY MANUALLY". A red arrow points from the text "Step 7: Click 'SUPPLY MANUALLY'" to the "SUPPLY MANUALLY" button.

Step 8*: Enter all of the patient's information.

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

Step 9: Click “Save.”

The screenshot shows a 'Patient Information' form with various input fields. Red annotations include:

- A bracket on the left side of the form labeled **Step 8: Fill in all patient information accurately**.
- A red arrow pointing to the 'Social Security Number' field with the text: ***Supply SSN if the patient is a US Citizen. Supply Passport # if the patient is not a US Citizen**.
- A red arrow pointing to the 'Is this person a permanent resident of the state of Florida?' radio buttons with the text: **Select "No"**.
- A red arrow pointing to the 'What is the patient's permanent state of residence?' dropdown menu with the text: **Select "Yes"**.
- A red arrow pointing to the dropdown menu with the text: **Select the location of the patient's permanent residence**.
- A red arrow pointing to the 'SAVE' button at the bottom with the text: **Step 9: Click "SAVE"**.

Step 10: Confirm that the patient's information has been entered correctly.

The screenshot shows a 'Confirm Save Patient' dialog box with the following text: 'You are about to create patient Any, Patient DOB - 01/01/1911. Check the information you supplied before continuing.' Below the text are two buttons: 'GO BACK' and 'CONFIRM'. A red arrow points to the 'CONFIRM' button with the text: **Step 10: Click "CONFIRM"**.

Step 11: Ensure the confirmation message indicates the patient was saved successfully.

The screenshot shows a patient management interface with a navigation bar (HOME, PATIENT MANAGEMENT, YOUR PROFI) and a success message: 'The Patient was saved successfully'. A red arrow points to the message with the text: **Step 11: Confirm Save**. Below the message is a dark blue bar with the text: 'Patient Information P5RR0576'.

For instructions on creating a caregiver for the patient, see our [Creating a New Caregiver Profile guide](https://knowthefactsmmj.com/registry/#instructional-guides) on our Know the Facts MMJ page (<https://knowthefactsmmj.com/registry/#instructional-guides>).

For additional information, visit
KnowTheFactsMMJ.com