

## Understanding the Registry Physician Self-Register Instructions

The Registry is connected to the Department of Health, Division of Medical Quality Assurance (MQA). The information entered in Steps 4-9 is used to verify with MQA that you are authorized to access the Medical Marijuana Use Registry.

**Step 1:** Open your internet browser (we recommend using Google Chrome) and go to the Medical Marijuana Use Registry at <https://mmuregistry.flhealth.gov>.

**Step 2:** Click "LOG IN."

**Step 3:** Click "Register."

**Step 4:** Choose your profession from the drop-down menu.

**Step 5:** Enter your medical license number (*use all capital letters with no spaces or dashes, example ME12345*).

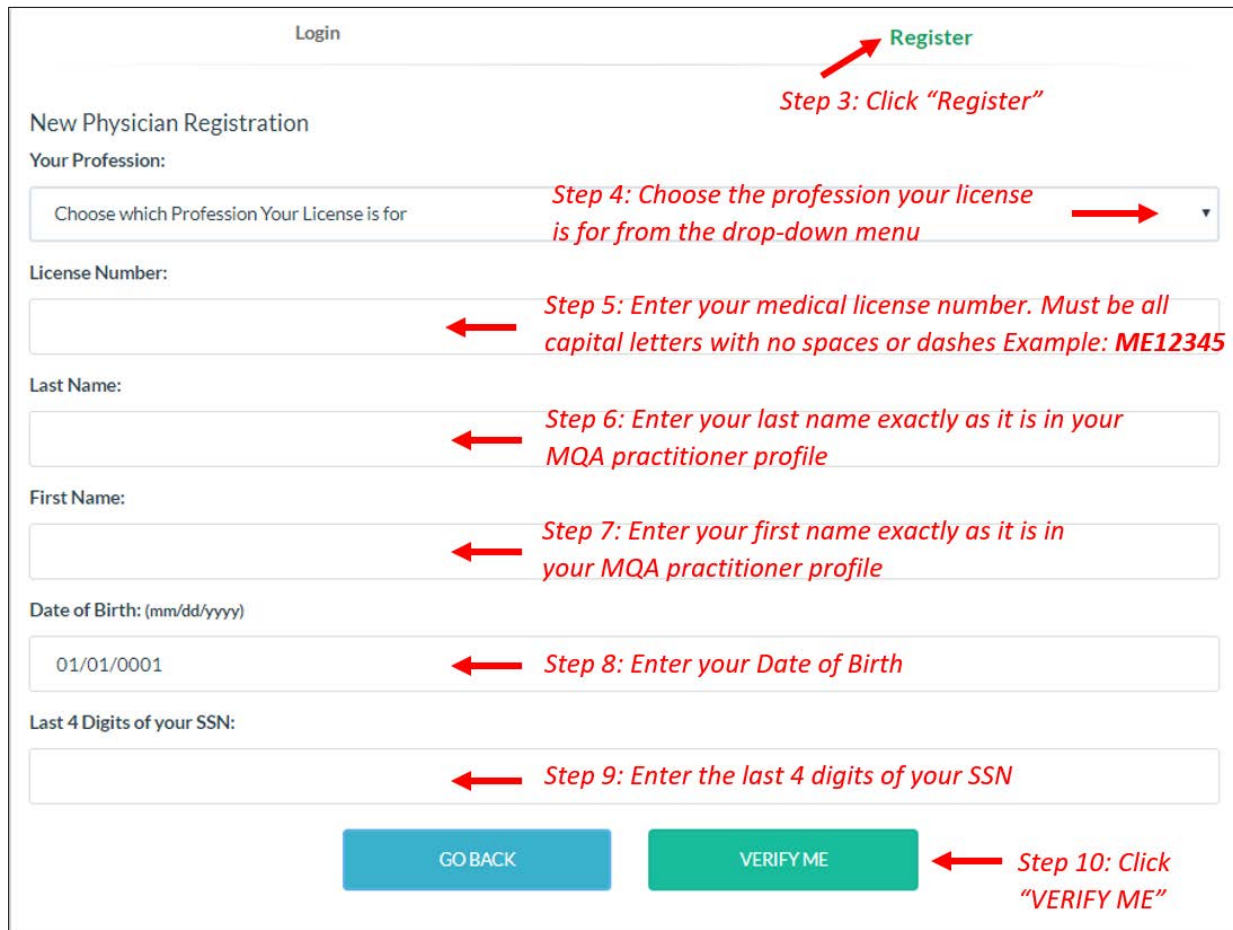
**Step 6:** Enter your last name (last name must be exactly as it is registered with MQA).

**Step 7:** Enter your first name (first name must be exactly as it is registered with MQA).

**Step 8:** Enter your 8-digit date of birth (mm/dd/yyyy).

**Step 9:** Enter the last 4 digits of your Social Security Number (SSN).

**Step 10:** Click "VERIFY ME."



The screenshot shows the 'New Physician Registration' form with the following fields and annotations:

- Register** button: Annotated with a red arrow and the text "Step 3: Click 'Register'".
- Your Profession:** A drop-down menu with the text "Choose which Profession Your License is for". Annotated with a red arrow and the text "Step 4: Choose the profession your license is for from the drop-down menu".
- License Number:** A text input field. Annotated with a red arrow and the text "Step 5: Enter your medical license number. Must be all capital letters with no spaces or dashes Example: ME12345".
- Last Name:** A text input field. Annotated with a red arrow and the text "Step 6: Enter your last name exactly as it is in your MQA practitioner profile".
- First Name:** A text input field. Annotated with a red arrow and the text "Step 7: Enter your first name exactly as it is in your MQA practitioner profile".
- Date of Birth: (mm/dd/yyyy)**: A text input field containing "01/01/0001". Annotated with a red arrow and the text "Step 8: Enter your Date of Birth".
- Last 4 Digits of your SSN:** A text input field. Annotated with a red arrow and the text "Step 9: Enter the last 4 digits of your SSN".
- GO BACK** and **VERIFY ME** buttons: The **VERIFY ME** button is annotated with a red arrow and the text "Step 10: Click 'VERIFY ME'".

*\*If there are issues with verifying yourself, please contact MQA Licensure Support Services at [MQAOnlineService@flhealth.gov](mailto:MQAOnlineService@flhealth.gov) to ensure your information is accurately reflected on your medical license.*

- Continue on next page -

**Step 11:** Once you have been verified, you will be taken to a screen where you can create a username and enter your email address.

Login Register

New Physician Registration

Your UserId:  ← Step 11: Create a UserID for yourself

Your Email Address:  ← Step 11: Enter your email address

GO BACK TO LOGIN CREATE PROFILE

Your login credentials, including a temporary password, will be emailed to you immediately after completing this step and you can begin to use the Registry.

\*For instructions on logging in, [click here](#).