



MEMORANDUM

To: Maryland CDS Registrants

From: Susannah Beckerman, Acting Director, Office of Provider Engagement and Regulation

Subject: NEW UPDATES to Extension of CDS Registration

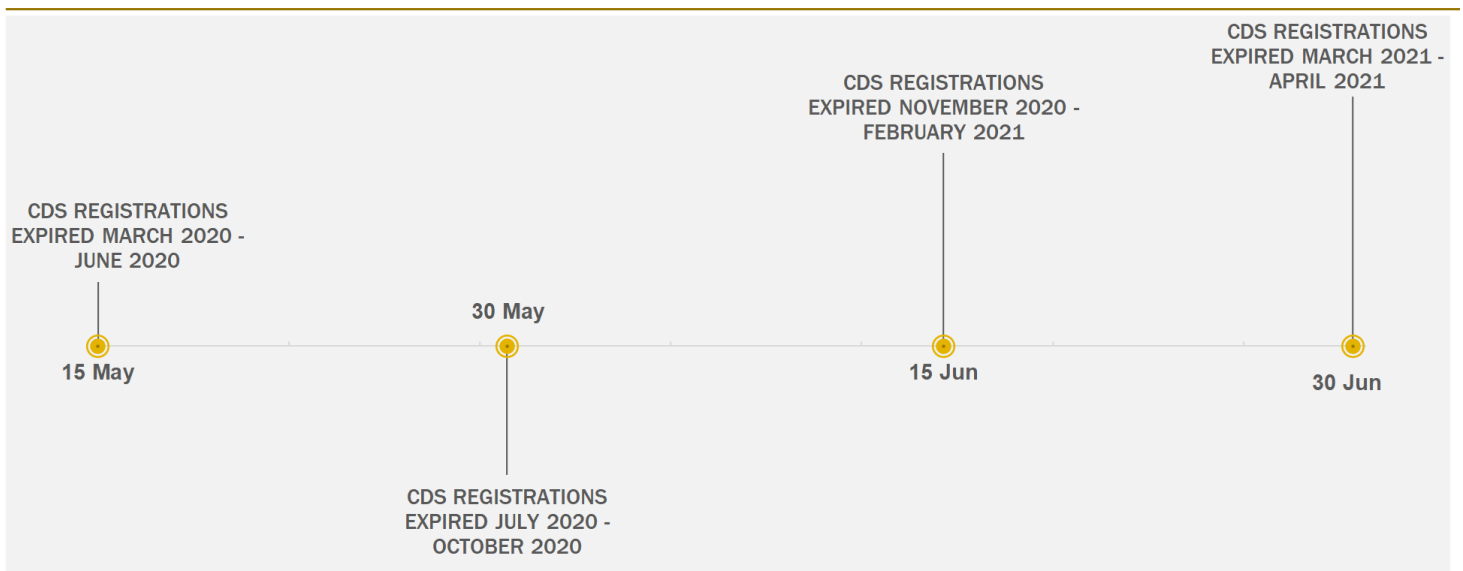
On March 9, 2021, Governor Larry Hogan issued [Executive Order No. 21-03-09-03](#) addressing the renewal dates of expiring licenses, registrations and permits. The new order amends and restates the earlier executive order of March 12, 2020 concerning expiration dates.

From March 12, 2020 until March 9, 2021, the Maryland Department of Health's Office of Provider Engagement and Regulation - Office of Controlled Substance Administration (OPER - OCSA) has allowed registrants to operate under an extended status without requiring them to renew their respective registrations during the governor's mandated grace period. However, per the new order, we will now begin a phase-in period to restore expiration dates to normal intervals.

In Sections II and III of the order, the grace period for renewing a license was changed to a final date of June 30, 2021; however, state and local governments were given the option to amend that date. Due to the large volume of registrations that we process, the OPER - OCSA will implement a gradual phase-in period at 15-day intervals beginning in May.

The phase-in period will begin on May 15th, 2021 and end on June 30th, 2021. The renewal dates are established alphabetically for already expired registrations and registrants that are almost expired and cannot be extended beyond those dates. We have been sending out renewal notices by email to registrants that have provided email addresses during registration periods and will continue to send notifications with renewal instructions before your designated renewal date. As a convenience to all of our registrants please see the below Phase in Schedule for all eligible OPER – OCSA CDS registrants with expired CDS registrations:

FY 2021 Expired CDS Registrants Phase in Schedule



Phase in Period	CDS Expired Registrations To Be Renewed
May 15, 2021	CDS Registrations Expired March 2020 - June 2020
May 30, 2021	CDS Registrations Expired July 2020 - October 2020
June 15, 2021	CDS Registrations Expired November 2020 - February 2021
June 30, 2021	CDS Registrations Expired March 2021 - April 2021

If you are required to complete certain requirements as a condition of your respective renewal, such as continuing education/continuing professional competency, updated insurance information, updated certificates of good standing, updated verification of licensure, etc., please be sure to satisfy those requirements prior to your respective renewal date.

Please note:

Registrant holders who have not provided an email address on file with us will receive an updated renewal notice via regular mail. To check the exact date your CDS registration expires please visit our [website](#).

The Office of Controlled Substances Administration continues to process new and renewal registrations during this state of emergency. Renewal licenses should be submitted using the Online Renewal System if possible, accessible here: <https://egov.maryland.gov/mdh/cds>. Applications **will not** be accepted in person. Delays in mailing certificates may occur due to staffing limitations during COVID-19.

Any questions may be submitted to: Maryland.OCSA@Maryland.gov. Please understand that while you may not receive an immediate response, our team is working diligently to respond in a timely manner during COVID-19.