PDMP Use Mandate
Delegators Fact Sheet

Overview

Effective July 1, 2018, Maryland statute (§21–2A–04.2) requires CDS Prescribers and Pharmacists in Maryland to request and to assess data from the Maryland Prescription Drug Monitoring Program (PDMP) in certain prescribing and dispensing situations. For more information visit, MarylandPDMP.org.

The Maryland PDMP authorizes Prescribers and Pharmacists (also known as "Delegators") registered with the Program to assign their PDMP search authority to one or more authorized "agents" who are known as "Delegates."

What is a "Delegator" ?

A Delegator is a health care provider who **prescribes controlled dangerous substances (CDS)**, including physicians, physician assistants, nurse practitioners, dentists and podiatrists, in connection with the medical care of a patient. A Delegator is also a provider who **dispenses CDS,** including pharmacists. In addition, a Delegator is a person who has been credentialed to access the PDMP to review the controlled substance prescription history of a patient, and who determines that having a staff member (a "Delegate") assist with PDMP patient searches will benefit their workflow.

How can someone become a Delegator?

The Delegator must first register through CRISP as a PDMP-registered prescriber-related profession or pharmacist. Likewise, the potential Delegate(s) must register through the CRISP Standard Registration Process during which they must identify a Delegator. Once the Delegate has registered, CRISP then contacts the Delegator via email for confirmation prior to finalizing the relationship and authorizing the Delegate access to PDMP data. Additional Delegator-Delegate relationships can be added once the initial relationship is confirmed. Prescribers and Pharmacists accessing PDMP Search through the Unified Landing Page (ULP) are able to add and remove Delegates through the Delegator Dashboard. Delegates and Delegators also have the option of contacting the CRISP Support Team to initiate a new Delegate/Delegator relationship; CRISP will again verify the relationship with the Delegator before finalizing.

Who can be a Delegate?

Delegates may include any staff member (licensed or unlicensed) who is delegated access by a PDMP-registered Prescriber or Pharmacist, and who is employed by or under contract with the same practice as the Delegator. Each Delegate must obtain her/his own individual CRISP account for PDMP access. The designated staff member can serve as a Delegate for multiple Delegators, and each Delegator can have multiple Delegates. All of these relationships must be maintained in the Delegator Dashboard. **Sharing of user credentials is strictly prohibited.**

If I decide to use a Delegate, what are my responsibilities as the Supervising Delegator?

The Supervising Delegator remains responsible for the below actions:
- Protecting the confidentiality of the PDMP data
- Reviewing the PDMP data
- The decision whether to prescribe or dispense a CDS medication to a patient
- For prescribers, documenting in the patient's health record that the PDMP data was requested and assessed prior to prescribing the opioid or benzodiazepine

For technical questions about using CRISP services, including PDMP data access, Delegator Dashboard, or password resets, please see https://goo.gl/Ca0KjM or contact CRISP at support@crisphealth.org. or call, 877-952-7477.

Delegator Dashboard User Guide

ULP Delegator Dashboard Technical Guide

This guide is intended for a Prescriber or Pharmacist who is utilizing Delegates to facilitate PDMP data access. A separate guide exists for delegates.

Delegate management tools provided in ULP allow a Prescriber or Pharmacist to delegate access to other licensed and unlicensed staff who are authorized to access PDMP data on behalf of the Delegator. Establishing Delegator-Delegate relationships is crucial for crediting the appropriate Delegator in the audit history when a Delegate queries PDMP. When Delegates query PDMP, they will be asked to specify the name of the Delegator who requested they view PDMP for the patient.

Who is eligible to be a Delegator?

Delegators are Prescribers with prescriptive authority in Maryland and Pharmacists licensed to dispense CDS in Maryland. Access to the Dashboard requires an active ULP account credentialed for PDMP access.

Prescriber roles include Physicians, Physician Assistant with prescriptive authority, Nurse Practitioner, Certified Nurse Midwife, Dentist, Podiatrist.

Who is eligible to be a Delegate?

Delegates must have an active ULP account and meet one of the following two conditions:

 a. A licensed healthcare professional without CDS prescriptive or dispensing authority in Maryland, such as a nurse, professional counselor, therapist, psychologist, social worker, certified pharmacy technician, pharmacist resident, etc.
 b. Other licensed or non-licensed staff employed by or under contract with the same professional practice as the Delegator.

Delegator Dashboard view

Access to the Delegator Dashboard is available in ULP for Prescribers who have a valid DEA number. Using the dashboard allows a Delegator to view and manage his or her Delegate

Delegator Dashboard

Search for delegates

Delegates

Id	Name	Organization	Email	
1	Harry Cleese	ABC	h******s@abc.com	Remove
2	Janet van Dyne	ABC	w**p@abc.com	Remove
3	Steve Rogers	ABC	s**********s@abc.com	Remove

relationships. The dashboard displays a list of all Delegates currently assigned to the Delegator.

Adding a New Delegate

To search for the desired Delegate, begin typing the Delegate name into the *Search for delegates* bar. A list of potential Delegates is displayed who are within the Delegator's organization and have PDMP access. Click the green **Add Delegate** button to the right of the person's name to add them as a Delegate.

If the desired Delegate is not in the search results list, please confirm the individual has an active ULP account. A missing Delegate may indicate their account information needs to be updated or that they have not completed all steps required for PDMP access at their current organization. The Delegate should contact CRISP support at support@crisphealth.org or 877-952-7477 for assistance.

After choosing **Add Delegate**, a confirmation box displays asking the Delegator to attest having a

Delegator Dashboard

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Id	Name	Organization	Email	
1	Steve Rogers	ABC	s**********s@abc.com	Add Delegate
2	Tony Stark	ABC	t*******k@abc.com	Add Delegate

Delegates

Id	Name	Organization	Email	
1	Harry Cleese	ABC	h******s@abc.com	Remove
2	Janet van Dyne	ABC	w**p@abc.com	Remove
3	Steve Rogers	ABC	s**********s@abc.com	Remove

professional relationship with the selected Delegate.
Choose Continue for the Delegate to be added or Cancel to go back to the dashboard without adding the Delegate.
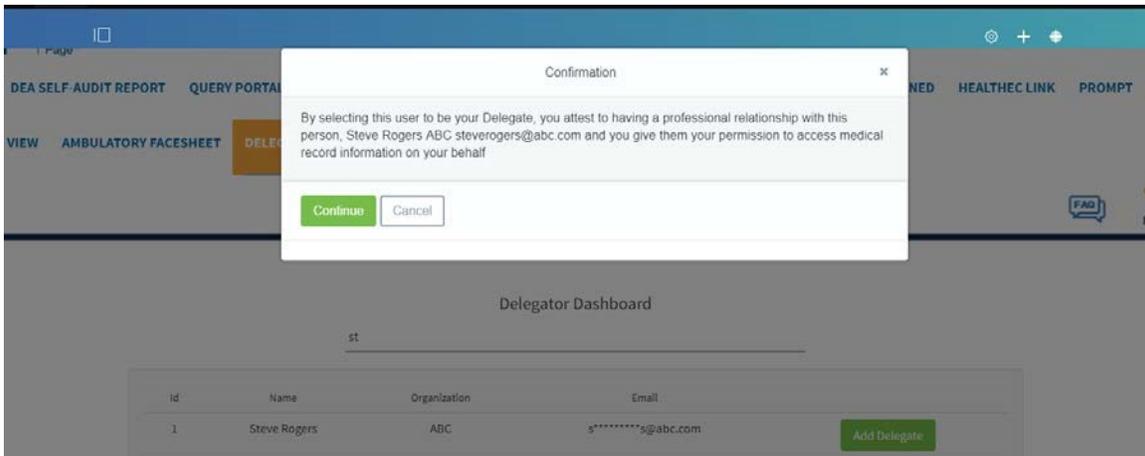
Removing a Delegate

The Delegator can remove someone as an authorized Delegate using the Delegator Dashboard.
To delete a Delegate, click the red **Remove** button to the right of the Delegate's name.
Confirmation is required to complete the action and remove the Delegate.