

## Medical cannabis authorization process

The decision to use cannabis for medical purposes is best made between the patient and their health care professional. Current regulations define a qualifying patient as someone who is a Washington resident, who has been diagnosed with a [qualifying condition](#) and has a medical cannabis authorization from their health care professional - RCW [69.51A.010](#).

The general process to becoming a medical cannabis patient in Washington is outlined below:

- Step 1: Schedule an appointment with your health care professional.
- Step 2: Obtain a medical cannabis authorization from your health care professional.
- Step 3: Visit a medically-endorsed store to get a medical cannabis card ([see store list \(PDF\)](#)).
- Step 4: Use the card to purchase products sales tax free.
- Step 5: Repeat steps 1 - 3 to renew both the medical cannabis authorization and card before expiration.

For additional information and resources, see the program's [Frequently Asked Questions webpage](#) for common questions asked by other patients.

Figure 1: Recognition card



## Available resources

**Patient brochures.** A series of printable brochures intended to help guide patients through medical cannabis laws and authorization process.

**Authorization form guidelines.** Includes helpful information about the authorization form and cannabis laws and rules.

**Authorization database training.** Walks new users through the registration process and provides step-by-step instructions on how to register and create recognition cards for patients and their designated provider.

**Medically-endorsed retail store list.** A list of medically-endorsed stores so patients know where to go to get registered or to speak with a certified consultant.

**Communications.** When medically-endorsed retail store staff register in SecureAccess Washington (SAW) to use the medical cannabis authorization system service (MMJAS), their email is automatically added to the program's end-user distribution list to receive important program updates and system alerts.

All publications may be printed and used by retail stores. To see a list of available publication, visit [www.doh.wa.gov/medicalcannabis](http://www.doh.wa.gov/medicalcannabis), click on "Print Materials."

## Medical Cannabis Program

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# A Cannabis Retailer's Guide to the Medical Cannabis Endorsement



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## What is a medical endorsement?

Stores interested in serving the cannabis patient community may add a medical endorsement to their existing cannabis retail license at no cost. A medical endorsement:

- allows a cannabis retailer to sell cannabis for medical use to qualifying patients and their designated providers.
- allows a retailer, at their discretion, to provide cannabis at no charge to qualifying patients and designated providers

See RCW [69.50.375](#); [378](#); WAC [314-55-080](#).

### Staff and Training.

- ✓ must have a Medical Cannabis Certified Consultant on staff with a valid credential issued by the Department of Health.
- ✓ verify, register and issue medical cannabis patient recognition cards
- ✓ ensure all employees are trained on use of the medical cannabis database, recognition of valid recognition cards and WAC 246-70 compliant product.

**Restricted Entry.** Ages 18-20 are allowed only with valid medical registration card; ages under 18 are allowed only with valid registration card and designated provider.

**Inventory.** Carry [WAC 246-70](#) compliant products easily identified by these logos:



## Apply for a medical endorsement

Complete and submit the [Application for Added Medical Cannabis Endorsement](#) to the address listed on the application, or you can email it to [mmjendorsement@lcb.wa.gov](mailto:mmjendorsement@lcb.wa.gov). Once approved, the WSLCB will mail an official medical logo that can be placed in the window as a symbol of endorsement.

For more information related to licensing, please visit [lcb.wa.gov](http://lcb.wa.gov) or contact the Licensing Division at 360-664-1600.

## Recordkeeping and taxes

**Recognition Card Fees.** RCW 69.51A.230 requires Medically Endorsed Cannabis Retail stores to collect a \$1 fee for each medical cannabis recognition card created and to remit those fees to the Department of Health. The Department of Health collects fees on a quarterly basis.

**Cannabis retailers shall not charge sales tax on the \$1 recognition card fee.** According to the Department of Revenue, the cannabis retailer is not to charge sales tax on the \$1 medical cannabis recognition card fee.

**Recordkeeping.** Cannabis retailers with medical endorsement must keep records and documents that establish exemption eligibility (WAC [458-20-254](#)). [See Special Notice: Sales and use tax exemption for cannabis retailers with a medical endorsement on page 3.](#)

## Medical cannabis certified consultant

To become a certified consultant, an individual must complete a 20-hour training. Per WAC [246-72-030](#) certified consultant may assist patients with:

- Database registration and medical cannabis card creation;
- Selection of products sold at the store that may benefit the patient's qualifying condition;
- Describing the risks and benefits of products and other items sold at the store;
- Describing risks and benefits of various methods of administration, encouraging methods other than smoking;
- Safe handling and storage of products, including strategies to reduce access to minors; and,
- Instruction and demonstration about proper use and application of a product.

See [Medical Cannabis Consultant Certification Program](#) for more details.

## Medical cannabis authorization database

A medical endorsement allows retail store staff access to the medical cannabis authorization database (MMJAS) to:

- verify a qualifying patient and designated provider's medical cannabis recognition card during the sale process; and,
- enter a qualifying patient or designated provider into the database to create and issue a recognition card.