Washington State Department of Health
Prescription Monitoring Program (PMP)

User Registration for PMP Web Portal Access

Start here:
www.doh.wa.gov/PMP
To begin:
Select “Provider Login”
Prescription Monitoring Program (PMP)

Terms and Conditions

Read the PMP “Terms and Conditions”

Accept by selecting the link

I agree that by accessing this system, I affirm that I am:

- Currently licensed and authorized to prescribe or dispense drugs, or
- Currently licensed as a health care practitioner AND I am currently authorized to access this system by a prescriber or dispenser who meets the requirements in paragraph (1).

I understand that my use of this system is permitted only in connection with:

- providing medical or pharmaceutical care for my patients,
- providing my patient’s or her own prescription monitoring information contained in the system, so long as I am sure of the patient’s identity.

I understand any other access or disclosure of PMP data is a violation of Washington law and may result in civil sanctions or disciplinary action. I further understand that I will treat the information in the system as any other health care information and will protect the information in my possession in accordance with federal and state laws governing health care information.

I understand I am responsible for all use of my username and password, and any use of the system by a provider I have authorized. I will never share my password with anyone, including co-workers. If any authentication or password is lost or compromised, or if a provider who I have authorized to access the system no longer needs that access, I agree to notify the Department of Health immediately.

I understand the PMP will conduct auditing activities to monitor for unusual or potentially unauthorized use of the system.

Accept terms and conditions and and proceed to System Access / Provider Login.
Secure Access Washington (SAW) Login Page

The PMP Single Sign on Portal (SSP) service is provided by SAW as a secure service. Any and all credentials for accessing your SAW account and the PMP service are not to be shared.

The PMP Single Sign on Portal (SSP) service is accessible only after user authentication using tools provided by SAW.

Tools Used:
- Username and Password credentials
- Knowledge Based Authentication (KBA)
- Multi-Factor Authentication (MFA)

Access to your PMP Web Portal account will always start on this SAW Login page.

Select “Sign Up!” to begin

Use the “Get Help” button for help with SAW

Users may use an existing SAW account as long as the account is an individual account, access credentials are not shared, and the account is registered to the user’s legal name and address.

Future Login can be accomplished directly from www.secureaccess.wa.gov
Sign Up

After clicking SIGN UP this form will appear on the screen

Use the “CHECK NOW” button at the top right corner of the page to check if you have an existing SAW account.

• Fill out form with your legal name (first and last) or the name that is reflected on your healthcare provider license or driver's license

• Use a personal email (yahoo, Gmail, etc.) to ensure you retain access to your account.

Upon password confirmation a captcha field will appear with an “I am not a robot” check box. Check the box (so long as you're not a robot) and then the “SUBMIT” button
Sign Up

You’ll receive a message from Secure Access at the email address you provided. Select the activate/validate your SAW account link in the email.
Sign Up

You’ll be re-directed back to the SAW login page with an “Account Activated!” message.

Select “Login” and login with the username and password you set up.
Adding A Service

Select
Add A New Service
Adding A Service

Select “I would like to browse a list of services”.
Then find and select Department of Health in
the list of agencies.

Find and select “Prescription Monitoring
Program (PMP) Access for Healthcare
Providers” from the list of services and click
“Apply”
IDENTITY VERIFICATION

• Once you have selected your method for adding the PMP service (typing the code or browsing), you will be prompted to verify your identity.

• Verify you’ve provided the legal form of your name. Edit if needed by selecting the “edit your name” option.

• Enter your legal/residential address.

  If at your current address for less than 6 months you may want to use your previous address of at least two years.

• You’ll be prompted to answer Knowledge-Based Authentication (KBA) questions.

  If unsuccessful select “Request permission to skip this step” and contact the DOH-PMP Technical Helpdesk directly for assistance at 360-236-4806 (Option #9).

• Upon successful completion of the KBA process you’ll begin Multi-Factor Authentication (MFA) set-up.
Multi-Factor Authentication (MFA)

Select to “Begin” the process to add MFA features to your SAW account.

Information provided in these steps will be used to grant access when you select the PMP service. SAW will send a token to the email(s) or phone(s) listed for you to retrieve and enter.

- Click Begin
- Add your email address(es) and phone number(s)

Adding a personal email (Yahoo, Gmail, etc.) will help avoid being locked out of your PMP account when work email isn’t available (change in employment or other)
Upon successful completion of Multi-Factor Authentication set-up you’ll be redirected to the PMP Provider Registration Form to complete registration for a new PMP account. Successful completion of this last step will provide you access to the online PMP web portal system.

STOP - If you have ever before registered a Washington PMP account STOP now and contact the DOH-PMP Technical Helpdesk directly for assistance at **360.236.4806 (Option #9)**. You’ll need our assistance to complete the process linking your SAW account to your existing PMP account.
DOH-PMP Technical Helpdesk Contact Information

PrescriptionMonitoring@doh.wa.gov
Phone: 360-236-4869
(Option #9)