**Section 2080.205 Accessing the ILPMP**

a) Prescribers or dispensers or their authorized designee may utilize the ILPMP for patient care after obtaining access authorization from the ILPMP staff.

b) *Each prescriber or their designee shall also document an attempt to access patient information in the ILPMP to assess patient access to controlled substances when providing an initial prescription for Schedule II narcotics such as opioids, except for oncology treatment, palliative care, or for a 7-day or less supply provided by a hospital emergency department when treating an acute, traumatic medical condition. This attempt to access shall be documented in the patient's medical record.* [705 ILCS 570/314.5(c-5)]

c) Only the following licensed or non-licensed designee employed in that licensed prescriber's office or a licensed designee in a licensed pharmacist's pharmacy who has received training in the federal Health Insurance Portability and Accountability Act and 42 CFR 2 to consult the Illinois Prescription Monitoring Program on their behalf [720 ILCS 570/316(g)] shall serve as an authorized designee for a prescriber or dispenser for entity or pharmacy practice sites:

1) registered nurse;

2) licensed practical nurse;

3) pharmacy technician;

4) student pharmacist;

5) certified medical assistant;

6) dental hygienist; or

7) dental assistant.

d) The prescriber or dispenser shall only have up to five designees, with the exception of a hospital or other authorized location such as a long-term care facility/opioid treatment facility.

e) The hospital, pharmacy, or authorized location shall facilitate the designation of a prescriber's designee for the purpose of accessing the ILPMP for services provided at that location. The EHR system shall send the user's name or other individual identifier to document the person accessing the ILPMP data.

f) The prescriber and dispenser shall register the designees and must also agree to the terms and conditions for designees.

g) Each designee shall have an individual account that must be linked to the prescriber or dispenser.

h) ILPMP staff shall verify the following information about each designee:

1) license/certification number, if applicable;

2) employer's phone number and address; and

3) work email address. If no work email address is available, ILPMP staff shall contact the prescriber or dispenser to verify the designee.

4) For a medical assistant or dental assistant, a certificate of completion for the required HIPAA training, as outlined in 720 ILCS 520/316(g), must be provided to the authorizing prescriber annually.

i) ILPMP shall send out a notice for the prescriber or dispenser to ensure continued employment of their designees. If the prescriber or dispenser determines that the designee is no longer employed with the prescriber or dispenser, the prescriber or dispenser shall terminate the designee's access to the ILPMP by locking the designee's account or by notifying the ILPMP that the designee's account should be locked.

j) A user may only access the ILPMP for a patient's medical treatment.

k) Department staff shall develop, modify, and maintain data files of the ILPMP.

l) Requesters are responsible for any unauthorized use of their ILPMP credentials.

m) In order to expedite the approval and oversight of ILPMP applicants and users, the ILPMP must be managed by a licensed dispenser or licensed prescriber.

n) ILPMP staff determine if a PMP user applicant may become a ILPMP user. The applicant must include the following information which can be submitted on the ILPMP website:

1) Applicant's first and last name;

2) Pharmacy, clinic, or office street address, city, state, and zip code;

3) DEA number;

4) For a pharmacist's application, the pharmacy DEA number;

5) Illinois prescriber or dispenser license number; and

6) Business telephone number.

o) PMP staff shall determine if a ILPMP user applicant may become a ILPMP group user by applying the following criteria:

1) The prescriber or dispenser who will be the account's custodian shall provide the following information:

A) First and last name;

B) DEA number;

C) National Provider Identifier (NPI) number;

D) Illinois prescriber or dispenser license number; and

E) Business telephone number;

2) Hospital emergency department's or other authorized location's street address, city, state, and zip code;

3) The pharmacist-in-charge (PIC) as the central user of the hospital pharmacy; and

4) A listing of all users with the following information:

A) First and last name;

B) Individual NPI;

C) DEA number; and

D) Illinois healthcare license number.

p) The denial appeal process for consideration to obtain access to the ILPMP is stated as the following: The ILPMP Clinical Director or Designee will forward the appeal request to the Bureau Chief for final decision.

q) For ILPMP user applications for which ILPMP staff is unable to make a determination, the Clinical Director or designee shall review those user applications and render a professional decision as to whether access shall be granted.

r) The ILPMP Administrator shall review the user access log for any unusual or improper activity by a user.

s) The Clinical Director or their designee shall directly monitor the development, modification, and/or expansion of the ILPMP.

(Source: Added at 47 Ill. Reg. 13500, effective September 8, 2023)