



# Controlled Substance Database

Utah's Prescription Drug Monitoring Program

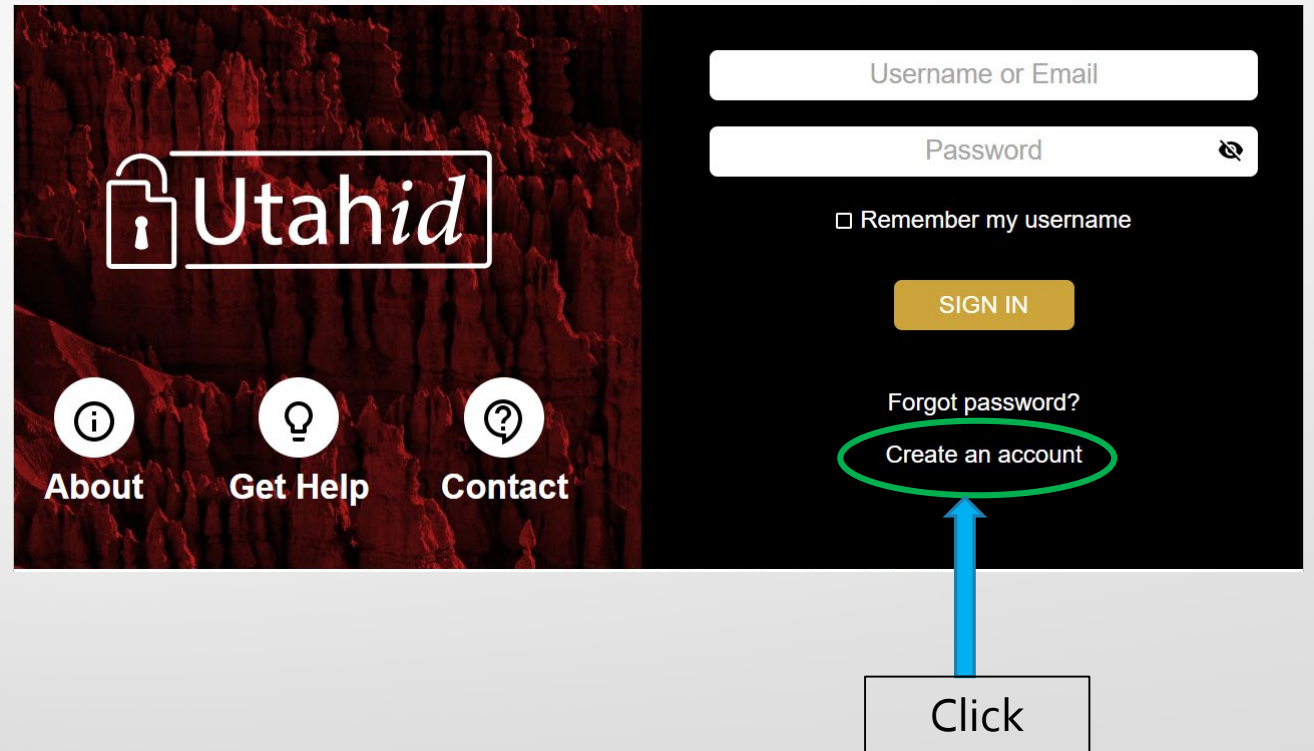
## How to Create UtahID account

# UtahID Account Creation

1. Go to Utah ID home page by typing in

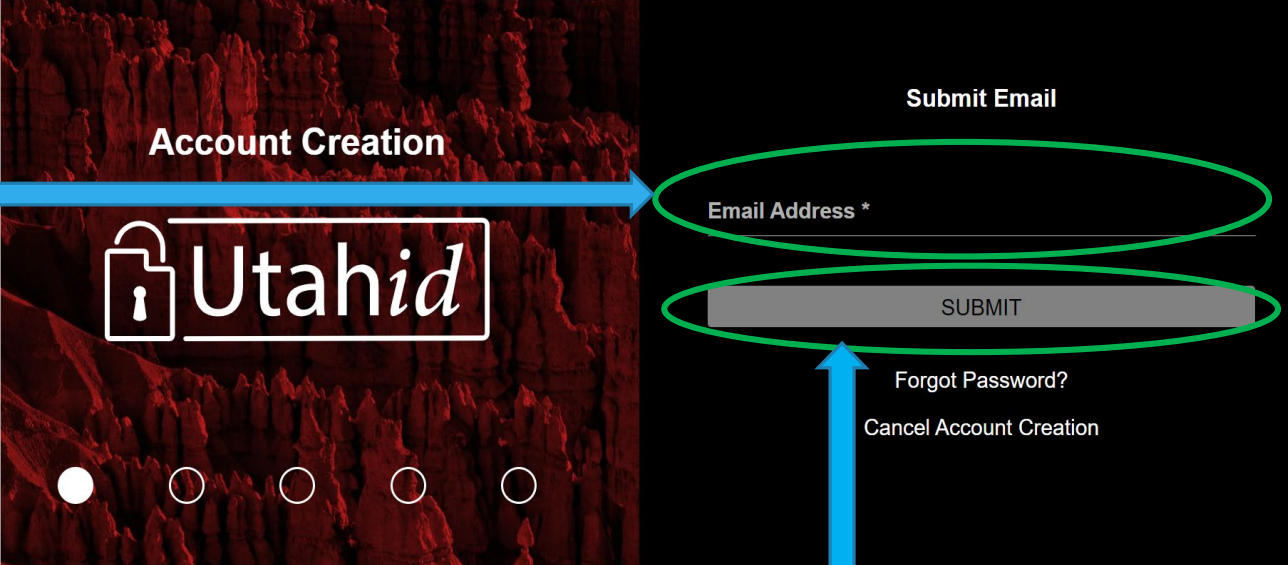
<https://id.utah.gov> or  
<https://login.utah.gov>

2. Click 'Create an account'



3. Type in your email address

4. Click 'Submit'



The image shows a web form titled "Account Creation" with the "Utahid" logo. The form is divided into two main sections. The left section has a red rock background and contains a progress indicator with five circles, the first of which is filled. The right section has a black background and is titled "Submit Email". It contains an "Email Address \*" input field, a "SUBMIT" button, and links for "Forgot Password?" and "Cancel Account Creation". A blue arrow points from the text "3. Type in your email address" to the email input field. Another blue arrow points from a "Click" label to the "SUBMIT" button. Both the input field and the button are circled in green.

Account Creation

Utahid

Submit Email

Email Address \*

SUBMIT

Forgot Password?

Cancel Account Creation

Click

5. You will be redirected to this  
'Validate Email' screen

6. Check your email that you have  
just listed

**Account Creation**

**Utahid**

**Validate Email**

An email has been sent to the email address you provided.

Please enter the code from the email into the space below to continue creating your UtahID account.

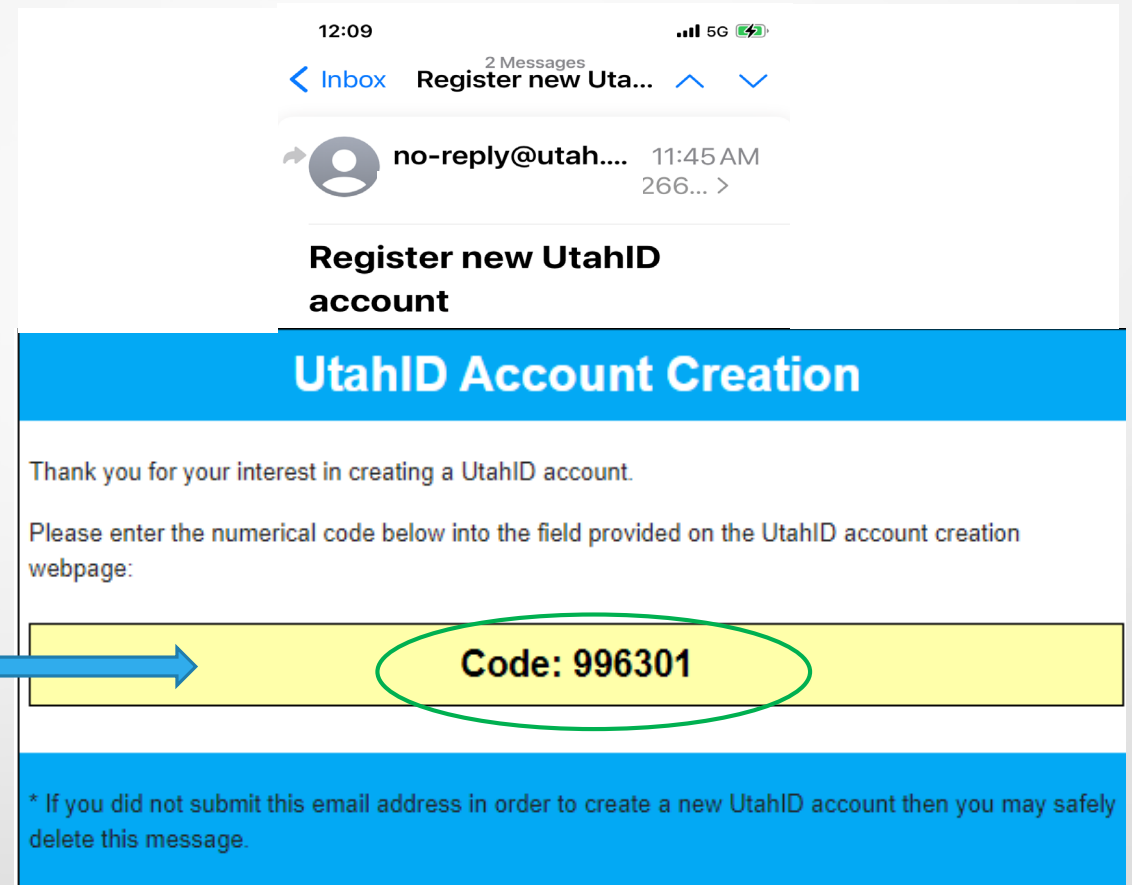
Code \*

SUBMIT

[Forgot Password?](#)

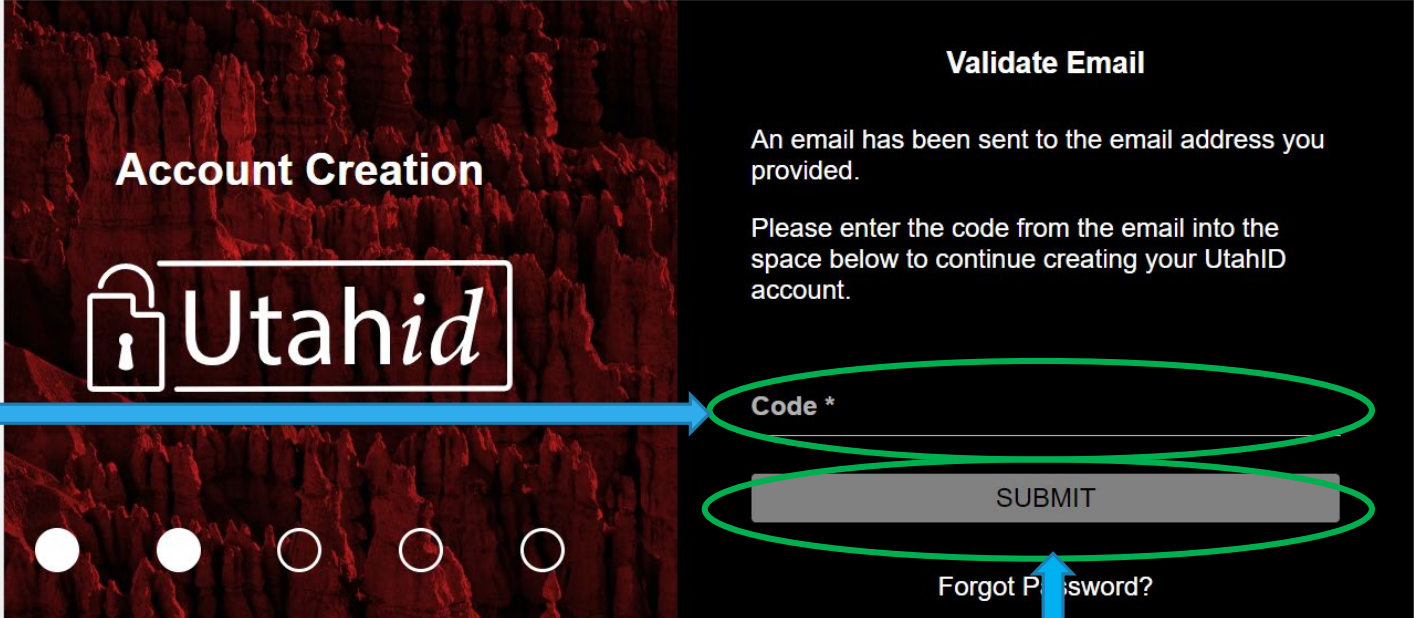
7. Your email will look like this

8. Copy the code



8. Paste the code

9. Click 'Submit'



The image shows a two-panel interface for creating a UtahID account. The left panel, titled "Account Creation", features a red rock canyon background, the UtahID logo (a padlock with an 'i' inside), and a progress bar with five circles, the first two of which are filled. The right panel, titled "Validate Email", has a black background and contains the following text: "An email has been sent to the email address you provided." and "Please enter the code from the email into the space below to continue creating your UtahID account." Below this text is a text input field labeled "Code \*", which is circled in green. Underneath the input field is a grey "SUBMIT" button, also circled in green. At the bottom of the right panel is a link that says "Forgot Password?". A blue arrow points from the text "8. Paste the code" to the "Code \*" input field. Another blue arrow points from a box labeled "Click" to the "SUBMIT" button.

**Account Creation**

Utahid

**Validate Email**

An email has been sent to the email address you provided.

Please enter the code from the email into the space below to continue creating your UtahID account.

Code \*

SUBMIT

Forgot Password?

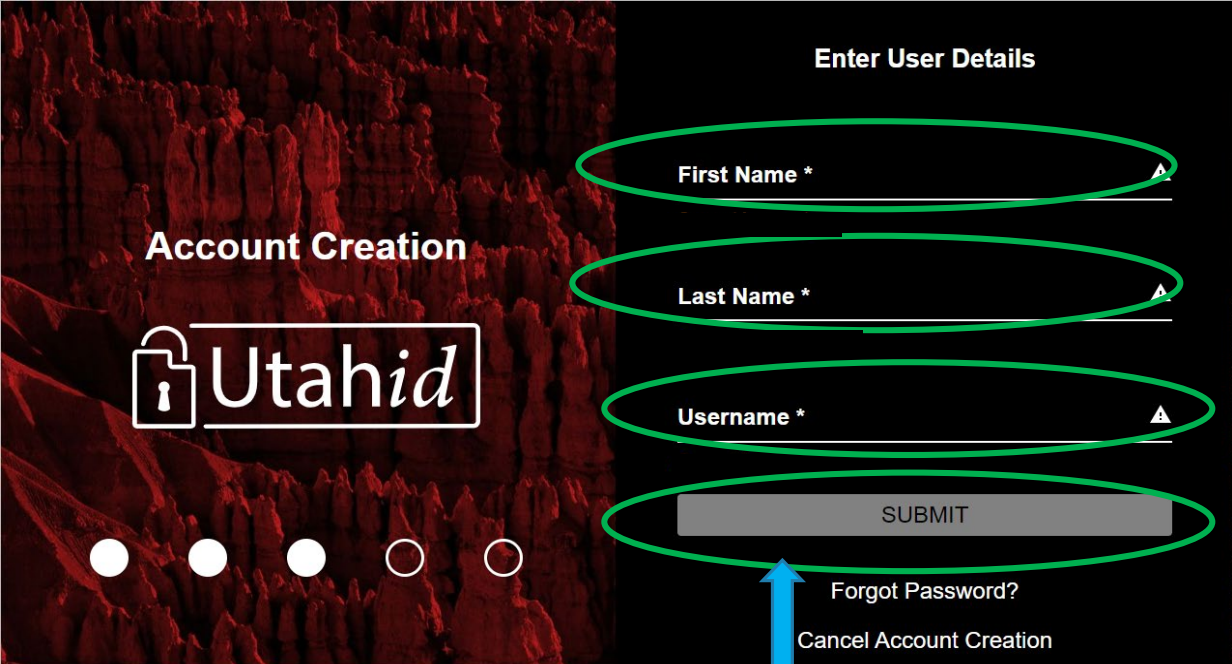
Click



## 10. Enter your User Details

- First Name
- Last Name
- Username

## 11. Click 'Submit'



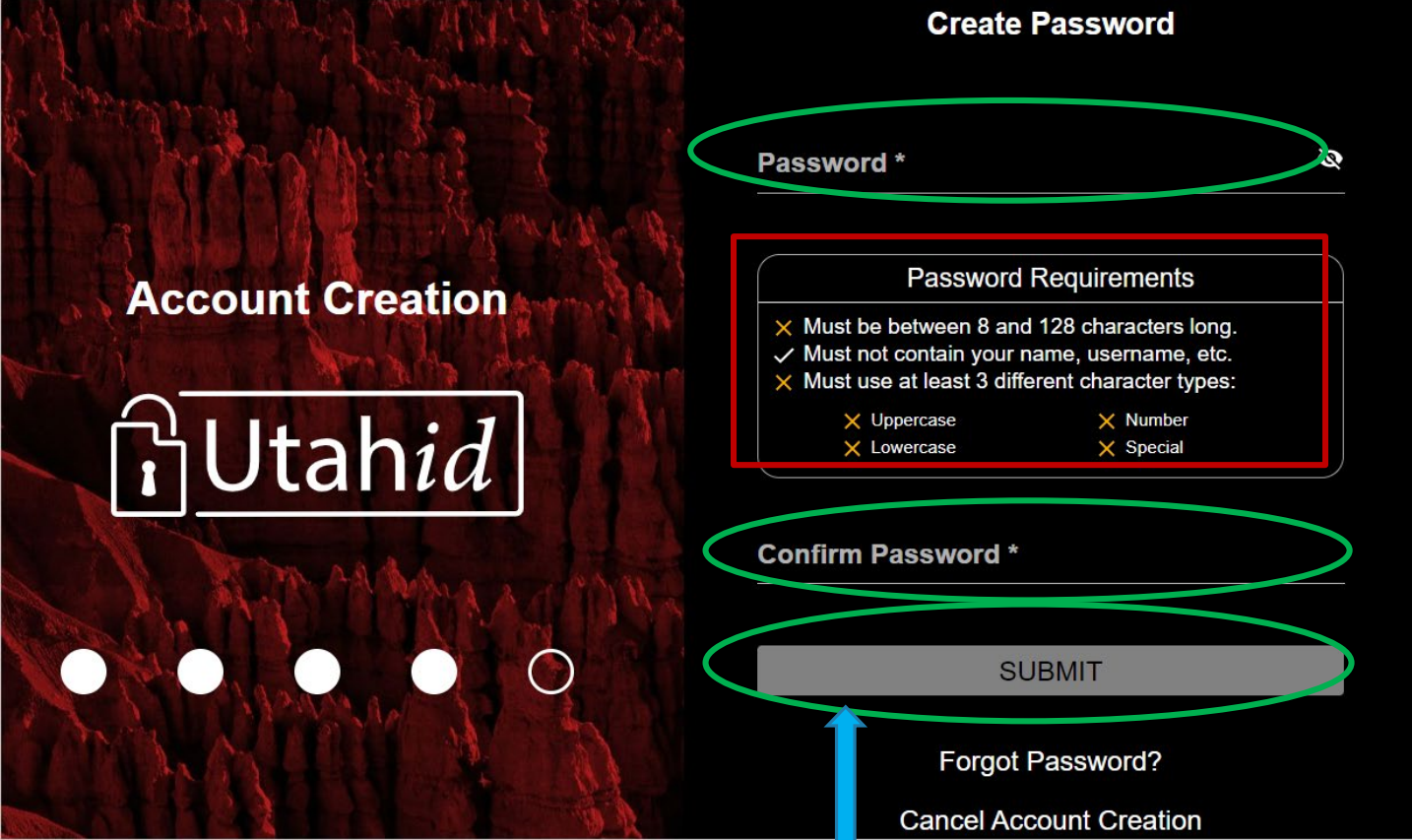
The screenshot shows the 'Utahid' account creation interface. The background is a dark red, textured image. On the left, the text 'Account Creation' is displayed above the 'Utahid' logo, which consists of a padlock icon and the word 'Utahid'. Below the logo are five circular progress indicators, with the first three filled and the last two empty. On the right, the form is titled 'Enter User Details'. It contains three input fields: 'First Name \*', 'Last Name \*', and 'Username \*', each with a small upward-pointing triangle icon to its right. These fields are circled in green. Below the input fields is a grey 'SUBMIT' button, also circled in green. A blue arrow points from a 'Click' label box at the bottom to the 'SUBMIT' button. Below the button are two links: 'Forgot Password?' and 'Cancel Account Creation'.

Click

12. Create your Password using the 'Password Requirements' policy

13. Confirm Password

14. Click 'Submit'



The image shows a 'Create Password' screen for 'Utahid'. The background is a dark red, textured image of a canyon. On the left, the text 'Account Creation' is above the 'Utahid' logo, which consists of a white padlock icon and the word 'Utahid' in a white serif font. Below the logo are five white circles in a row, with the last one being an outline. On the right, the 'Create Password' section has a green oval around the 'Password \*' input field. Below it is a red-bordered box titled 'Password Requirements' containing three bullet points: 'X Must be between 8 and 128 characters long.', '✓ Must not contain your name, username, etc.', and 'X Must use at least 3 different character types:'. Under the last bullet point are four options: 'X Uppercase', 'X Lowercase', 'X Number', and 'X Special'. Below the requirements is a green oval around the 'Confirm Password \*' input field. At the bottom of the form is a green oval around a grey 'SUBMIT' button. A blue arrow points from a box labeled 'Click' to the 'SUBMIT' button. Below the 'SUBMIT' button are the links 'Forgot Password?' and 'Cancel Account Creation'.

**Create Password**

Password \*

**Password Requirements**

- X Must be between 8 and 128 characters long.
- ✓ Must not contain your name, username, etc.
- X Must use at least 3 different character types:
  - X Uppercase
  - X Lowercase
  - X Number
  - X Special

Confirm Password \*

SUBMIT

Forgot Password?

Cancel Account Creation

Click

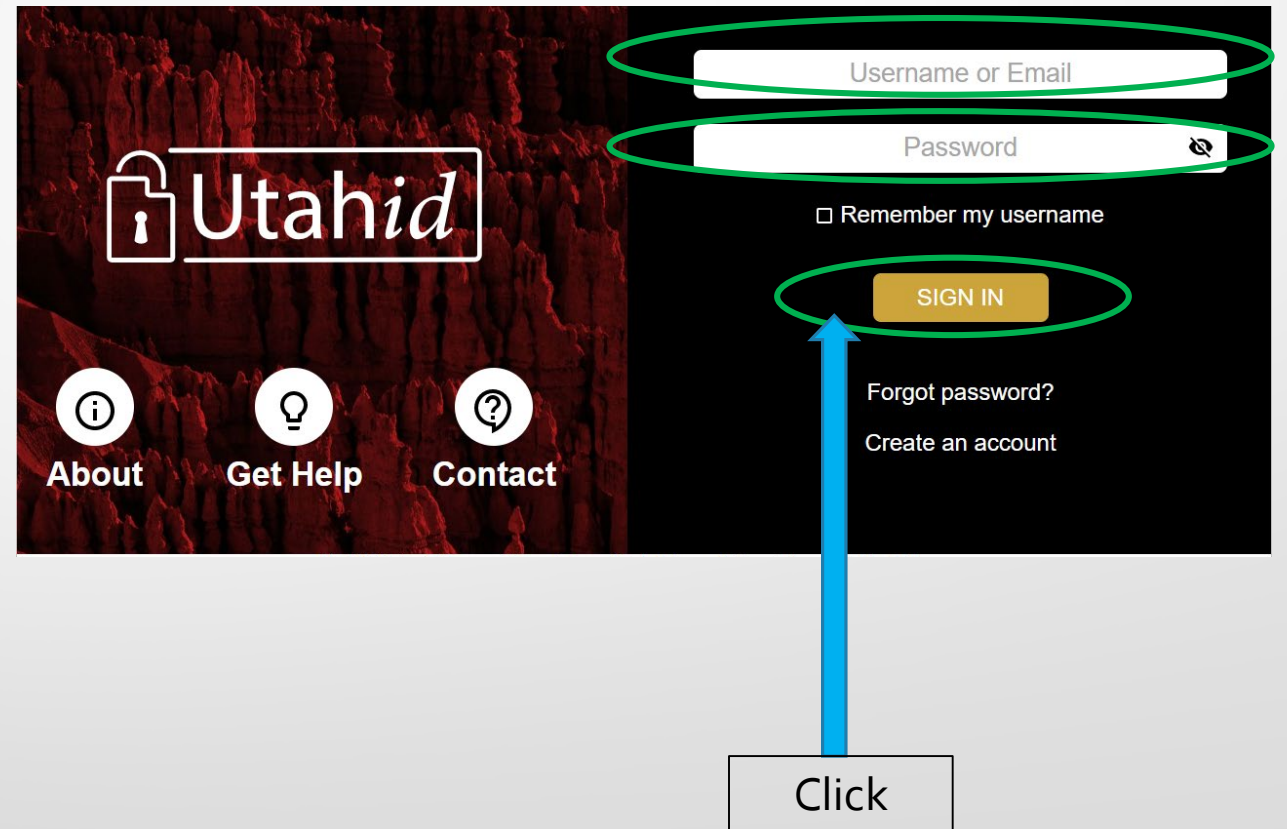


15. You'll be redirected to this main UtahID login screen

16. Type in your user name or email address

17. Type in your password

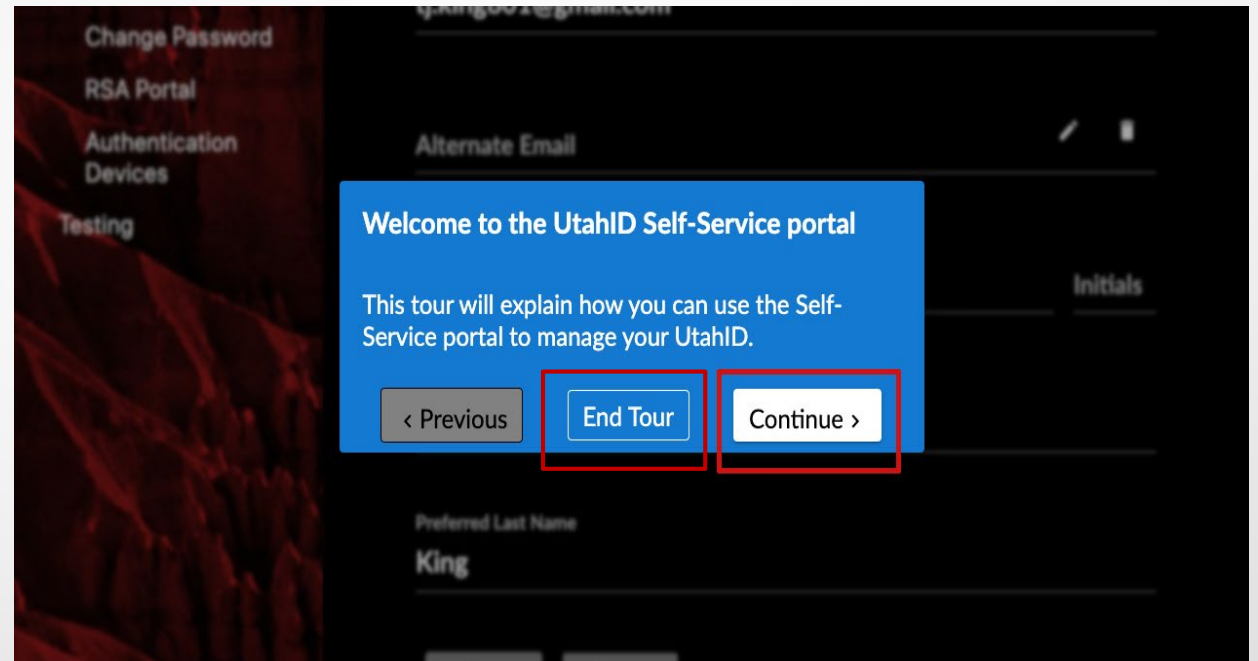
18. Click 'Sign in'



19. You will be now in the main UtahID Profile page

20. You may click 'Continue' or

21. You can select 'End Tour' and explore on your own



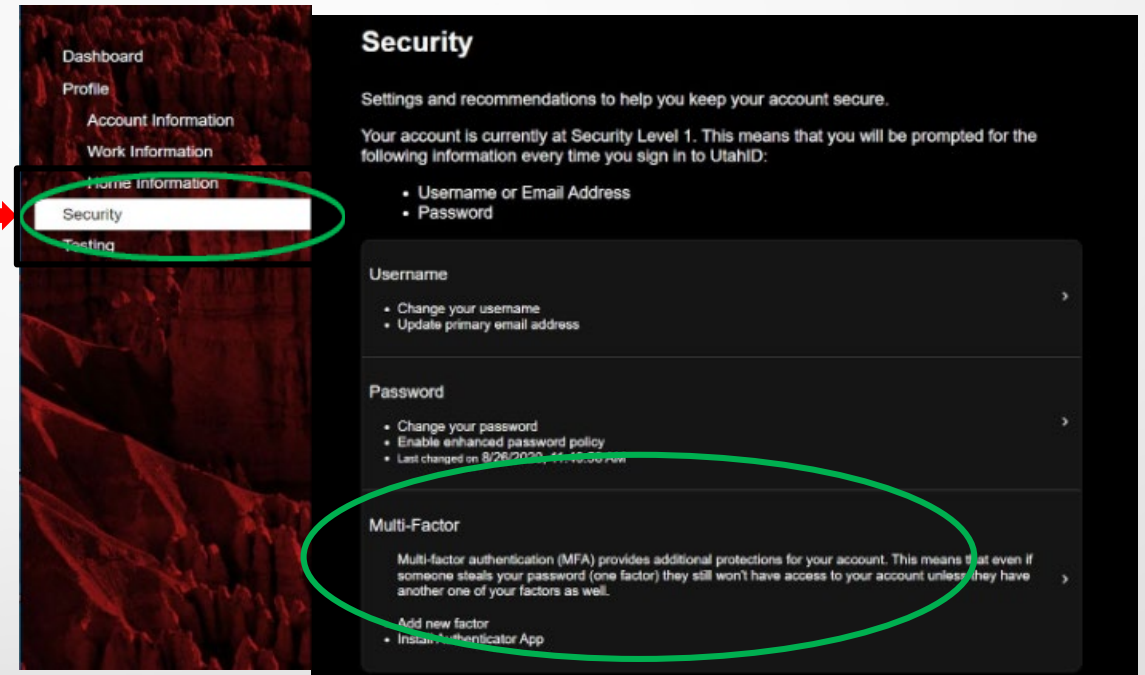
# Select Multifactor Authenticator

## 1. Login

<https://id.utah.gov> or

<https://login.utah.gov>

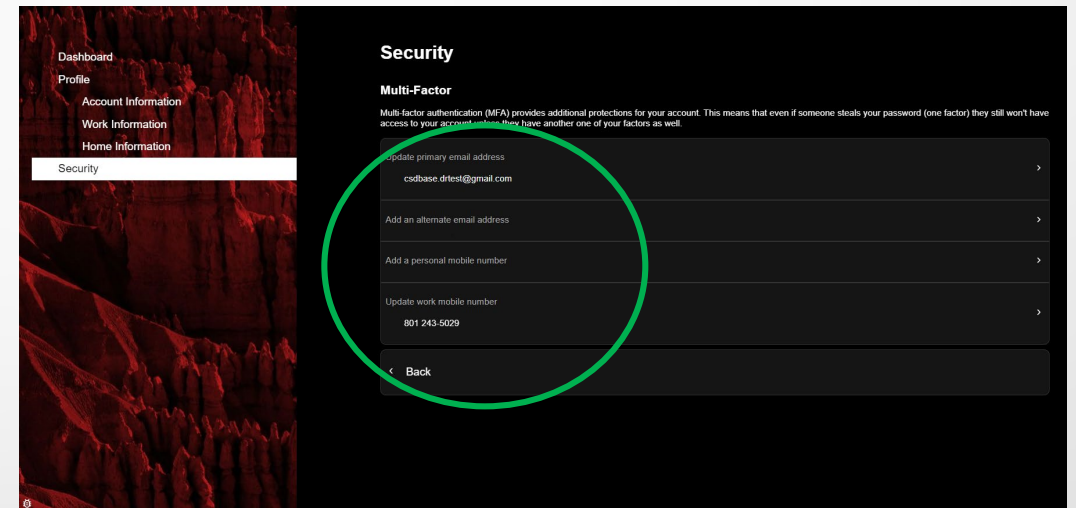
Select  
security



Click multi-factor authentication

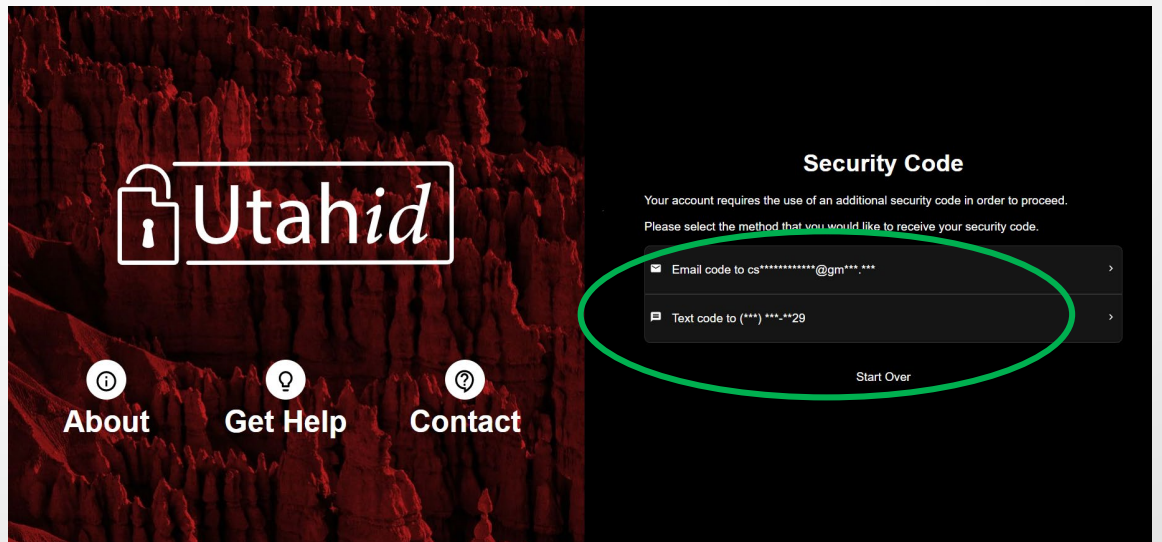
2. Provide email address and wireless cell number where authorization code is to be sent

3. Add an alternate email and wireless phone (optional)



5. Select the method you would like to receive the code:

- email or wireless mobile number





6. Click "Continue" to agree to multi-factor authorization (required)



# Remember

Each time you log in to Utahid and/or CSD you will need:

- Login ID
- Password
- A code sent via email or wireless SMS text

7. Go to [csd.utah.gov](https://csd.utah.gov) if the system fails to direct them to it automatically

8. Select and or click on the most appropriate role to create an account

The screenshot shows a web browser window with the URL [csd.utah.gov/csd/registration.html](https://csd.utah.gov/csd/registration.html). The page header includes the Utah Department of Commerce logo and the title "Controlled Substance Database". There are links for "Search", "Contact Us", and "Your Name". The main content area is titled "Create User" and asks the user to "Select your Requested User Type". A list of seven user types is displayed as red buttons: "Law Enforcement", "Pharmacist", "Pharmacy Intern", "Pharmacist Staff", "Pharmacy Tech", "Practitioner", and "Practitioner Staff". A green circle is drawn around this list. At the bottom of the page, there is a blue footer containing legal disclaimers and copyright information: "© 2020 Utah Department of Commerce" and "1.7.1-130-gfac94c".

8. Fill out the lines with your information you have asked for

9. Click "create"

Utah Department of Commerce  
**Controlled Substance Database**

[Home](#) [Contact Us](#) [Public Access](#)

### Create User

Select your Requested User Type

Requested User Type  
Practitioner

Date of Birth  
mm/dd/yyyy

Last 4 of Social Security Number

DEA Number

[Cancel](#) [Create](#)

Information contained in this website is protected under Utah Code 58-37f-301, 302, and 601. Unlawful access to or release of database information may subject an individual to felony and misdemeanor criminal liability and a civil penalty of up to \$5,000 per violation.

Utah Department of Commerce  
**Controlled Substance Database**

Search Contact Us

### Unauthorized Use of the Database is a Felony Punishable by Law

Please read the Terms of Agreement below

The information contained in and provided by this website is restricted information pursuant to Utah Code Annotated Section 58-37f and Utah Controlled Substance Act Administrative Rule R156-37f.

1. Any person who releases controlled substance database information in violation of the preceding statute and rules is guilty of a third degree felony or class C misdemeanor.
2. Any person who obtains or attempts to obtain controlled substance database information by misrepresentation, fraud, or for any purpose other than a purpose authorized by the preceding statute and rule is guilty of a third degree felony class C misdemeanor.
3. Any person who uses, releases, publishes, or otherwise makes available to any other person or entity any controlled substance database information for any purpose other than those set forth in the preceding statute is guilty of a third degree felony or class C misdemeanor and is subject to a fine of up to \$5,000.

☐ I Decline

Current user email: jhenr131@bruinmail.sccc.edu  
By entering your pin below, you are agreeing to the terms stated above.

4-digit PIN

Accept

[Forgot Pin](#)

Information contained in this website is protected under Utah Code 58-37f-301, 302, and 601. Unlawful access to or release of database information may subject an individual to felony and misdemeanor criminal liability and a civil penalty of up to \$5,000 per violation.

The information contained in this database is received directly from personnel of the dispensing pharmacy. While efforts are made by pharmacy personnel to ensure accuracy of information provided, DOPL cannot guarantee that all information contained in the database is entirely accurate in every instance.

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143-2-gc2d2bb0

You will see your name here

Click



# CSD Patient Dashboard

- This is the Patient search page
- You may begin your search
- Birthdate required
- Using name helps narrow search

The screenshot shows the 'Controlled Substance Database' search interface. At the top, the Utah Department of Commerce logo and name are displayed. Navigation links for 'Home', 'Contact Us', and 'Lobo Sanders' (with a red notification badge) are in the top right. Below the header, three tabs are visible: 'Individual Search' (active), 'Advanced Search', and 'Search By My DEA #'. The 'Individual Search' form includes input fields for 'Last Name...', 'First Name...', 'Birth Date (Required)...', and 'Date Range' (a dropdown menu). A text box below these fields says 'Select other PMPI States or search Utah Only...'. At the bottom of the form are 'Clear' and 'Submit' buttons. A blue footer section contains legal disclaimers and copyright information: '© 2017 Utah Department of Commerce' and '1.1.10-59-g49a25a7'.

Utah Department of Commerce  
Controlled Substance Database

Home Contact Us Lobo Sanders 2

Individual Search Advanced Search Search By My DEA #

Last Name...

First Name...

Birth Date (Required)... Date Range

Select other PMPI States or search Utah Only...

Clear Submit

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# Things to Remember

If you have requested the login multi-factor code two or more times, use most RECENT multi-factor code sent to you

For password and multifactor problems call the Utah Help Desk at 801-538-5770

For other issues contact the CSD at 801-530-6220

**NEVER** share your LOGIN and password



Thank you!