

Requirements

Applications can be submitted electronically using a desktop or laptop. Do not use a phone or tablet for submission.

New Patient - Create an Account

The patient's medical provider must complete their section. The patient will receive an invitation via email to complete the patient section of the application.

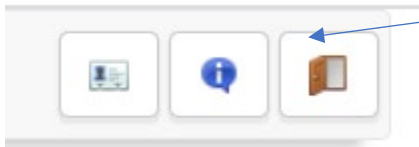
1. Go to <https://mcp-patient-tracking.nmhealth.org/>
2. Select "Create an Account"



3. Enter required information:
 - Enter first name as it appears on card
 - Enter last name as it appears on card
 - Enter date of birth as it appears on card
 - NOTE You do not need to enter any suffix, for example JR, SR
4. You will receive an email to confirm your email address. Click to confirm email
5. The patient will then be able to login and check status of applications, check available units, and submit applications electronically.

Completing Application

1. The patient's medical provider must start the application process. Once the medical provider completes their portion of the application the patient will receive an invitation to complete the patient application.
NOTE: The patient must use the same email address to register as the email they provided to the medical provider.
2. The application will be in pending applications or the patient clicks on notifications in the upper right-hand corner.



3. To complete the application the patient will need the following:
 - Confirm the name and date of birth are correct.
 - Complete address and telephone number.
 - Upload Driver's License
 - Date and Sign

NOTE: If the patient cannot submit application that means one field has been left blank. Ensure all fields are completed.

4. Once complete and submitted, the patient can check the progress of the application through the patient's login. Please note it can take 30 days to process applications.
5. The patient cannot make any purchases until the patient receives their card.

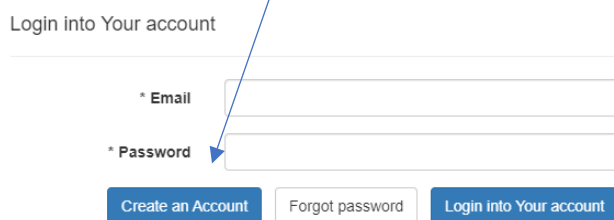
TIPS & TRICKS FOR SUCCESSFUL ELECTRONIC APPLICATION PROCESSING

1. Use exact same email address and exact spelling/numbers/etc. as you provided to the medical provider.
2. You must be logged into the patient portal to finish the application.
3. Check your spam folder if no email has arrived from the Medical Cannabis Program.

Current Patient- Create an Account

Once you create an account and confirm your email address you will be able to check your available units online, submit a request to replace your card, and if your medical provider is approved, submit applications online.

1. Make sure you have your most recent enrollment patient ID card
2. You will need your patient ID code from the card, name as on card, and date of birth
3. Go to: <https://mcp-patient-tracking.nmhealth.org/>
4. Click on "Create an Account"



The screenshot shows a login form titled "Login into Your account". It contains two input fields: "* Email" and "* Password". Below the fields are three buttons: "Create an Account" (highlighted with a blue arrow from step 4), "Forgot password", and "Login into Your account".

5. Complete Registration
 - Enter first name as it appears on card
 - Enter last name as it appears on card
 - Enter date of birth as it appears on card
 - NOTE You do not need to enter any suffix, for example JR, SR III, etc.

6. If you are a current patient and want access to unit reports and applications, click on box "I have a card and want access to the sales and unit history and my applications" a box will pop up and you must enter your barcode there.

Create an Account

* First Name

* Last Name

* Date of Birth

I have a Card and want access to the Sales and Units history and my Applications ☐

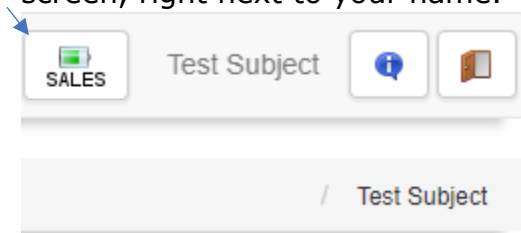
* Email

* Password

* Password confirmation

7. Click on the "match" button
8. The system will confirm it has located and linked your record.
9. Enter email address
10. Create password and confirm
11. Submit registration.
12. An email will be sent to you, please confirm email address to complete registration.
13. Return to main page at: <https://mcp-patient-tracking.nmhealth.org>
14. Login to your account by clicking on the login button and entering your email address and password.

15. Unit reports can be checked by clicking on green battery on right side of screen, right next to your name.



16. After you click on the battery, this will show you how many units you have available and you can click on sales history to show individual sales.