

North Carolina Controlled Substances Reporting System

Prescriber, Dispenser, and Delegate
Reference Guide



Protecting Confidentiality

In accordance with General Statute 90-113.74, use of the NC CSRS for authorized users and their delegates by NCDHHS requires users to operate under the knowledge that access to prescription information is privileged, confidential, and is not public record.

Release of data is purposed for the provision of patient medical and pharmaceutical care. Only authorized persons and their delegates are permitted to receive data.

Eligible Licensed Delegates

A delegate is an individual authorized to search patient controlled-substance dispensation history on behalf of a prescriber or dispenser prior to prescribing or dispensing controlled substances. Individuals holding the following credentials would qualify as a licensed delegate user:

- Registered Nurse
- Licensed Practical Nurse
- Certified Registered Nurse Anesthetists
- Certified Pharmacy Health Technician
- Registered Veterinary Technician
- Registered Dental Hygienist
- Licensed Professional Counselor
- Licensed Clinical Psychologist
- Licensed Clinical Addiction Specialist
- Licensed Clinical Social Worker
- Licensed Clinical Mental Health Counselor
- Licensed Clinical Mental Health Counselor Supervisor

Register for an Account



Register for an account at:
<https://northcarolina.pmpaware.net/login>

Performing Searches



A supervising user approves delegate access to perform searches on their behalf. Searches may be conducted routinely preceding patient visits.

Monitoring Delegate Access



Supervising users can view delegate activity under **Delegate Management**.

Departing Supervising User



Delegate accounts cannot be transferred. System updates must be performed to reflect the new supervising user.

Access Duration



Inactive accounts for 365 days or more are subject to deactivation. Delegate access decisions are reviewed by NC CSRS staff.

Gateway Integration



Gateway Integration access is only granted to authorized users (practitioners).



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**
Division of Mental Health,
Developmental Disabilities and
Substance Use Services

For more information, please visit the
[NCDHHS CSRS webpage](https://ncdhhs.csrs.nc.gov) or contact nccsrs@dhhs.nc.gov.