



HOW TO BECOME A CAREGIVER

Step 1: Refer to the OCM website	The Office of Cannabis Management (OCM) website lists out steps to initiate the process of having a caregiver as it lays out the process clearly. Link: How to Become a Caregiver / Division of Medical Cannabis https://mn.gov/ocm/dmc/caregivers/become-caregiver/
Step 2: If patient is already registered with the medical cannabis program - go to step 5	If the Caregiver's Patient is already a registered patient in Minnesota's medical cannabis program skip to step 5. If patient has not registered with the State of Minnesota go to step 3
Step 3: Patient visits practitioner	The patient meets with a certifying healthcare practitioner to verify they meet criteria to become a medical cannabis patient. The patient gives their email to this practitioner, and the practitioner passes it to the state once they are approved.
Step 4: Patient receives notification from the state they can apply to be a medical patient and submit the application. <i>It is most efficient for Caregivers to apply/register during this step (at the same time the patient registers as a patient)</i>	After the health care practitioner has notified the state about certifying the patient, the patient will receive an email from the state with confirmation of the condition certification and a unique enrollment link to the Medical cannabis registry. This link is where the patient can submit their application to become a patient. • If the patient doesn't then submit their application through this link within 90 days it will expire and they will have to restart the entire process. • It may take up to 30 days to process the application, so it is best to submit the application within 60 days • Minnesota's Medical Cannabis Program allows a patient's spouse, parent or legal guardian to act as a caregiver without having to go through a separate registration form. When a patient is completing their online enrollment application, they can add the name and contact information for their spouse, parent or legal guardian to act as a caregiver. In addition to providing an electronic copy of their government-issued photo ID, the following materials are required: • Spouse - proof of marriage. • Parent - copy of the patient's birth or adoption certificate. • Legal guardian – copy of their legal guardianship papers. • It is best practice to select a caregiver, if applicable, at this time if applicable, to speed the process along for the patient ○ The patient will add the caregiver to the medical cannabis patient registry profile ▪ This will generate an email to the caregiver to complete their registry profile form

	▪ The potential caregiver will need to upload their identification at that time ▪ Caregivers no longer need a background check • A caregiver/spouse/parent/guardian is able to pick-up the medical cannabis and fill out the survey in place of the patient ○ If the patient is unable to pick up the medical cannabis at the dispensary, they will need to wait to get medical cannabis until the state approves their caregiver/spouse/parent/guardian to do so • Re-enrollment is required every three years Go to step 6
Step 5: Patient must add caregiver to MDH profile	If a patient is already registered as a medical cannabis patient in the State of Minnesota, the patient has to login and add a caregiver in their Minnesota Department of Health Registry. • Once the patient logs in - there should be a section toward the bottom of the page for adding a caregiver • The OCM will approve the application and send an email to the caregiver
Step 6: Receive notification they are approved and fill out PSE	Once the OCM approves the application they will receive an email informing them of approval The patient/caregiver/spouse/parent/guardian should then fill out the patient self-evaluation (PSE) online and submit it. This "survey" needs to be filled out before the patient's first visit and consult with the pharmacist or CMCC. • The patient/caregiver/spouse/parent/guardian will need to enter all their medications and medical conditions when they fill out the survey for the first time. In the future, those medications and medical conditions will be saved and populated for future surveys ○ If they don't do this, and they have an appointment with the pharmacist or CMCC and the Pharmacist or CMCC needs to do it, they may have to schedule an additional appointment due to lack of time and the patient wouldn't be able to pick up the medical cannabis until after the 2nd appointment • The survey will be due every 90 days for the first year the patient is enrolled in the program. The 90 day timing starts after their first purchase of medical cannabis
Step 7: Make an appointment with the Pharmacist or CMCC	The patient/caregiver/spouse/parent/guardian can now make an appointment with the pharmacist or CMCC via calling the dispensary or going to our website and making the appointment online at www.thejointdispensary.com in the schedule an appointment section • After the appointment the patient can pick up the medical cannabis that the pharmacist or CMCC has approved without needing another appointment • The patient/caregiver/spouse/parent/guardian can make follow-up appointments if desired, if applicable