



ARKANSAS STATE BOARD OF NURSING

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Process for Verification of DEA Registration for HCP Product Prescribing

APRNs that have submitted new or updated collaborative practice agreements with the hydrocodone-combination product prescribing language should complete the following process with the DEA to begin prescribing hydrocodone combination products:

- Email Luci “Julie” Trosclair at (Luci.J.Trosclair@usdoj.gov) at the regional DEA office with the following information:
 1. APRN’s full name
 2. Physical address of your primary practice site (no PO boxes) – *this is the address where your certificate will be mailed to unless you state otherwise.*
 - Please type in your address, city, state, and zip code all on the same line in your email to expedite processing.
 3. APRN’s license number
 4. APRN’s DEA number

Please give the AR DEA office at least one week to process this information. APRNs should check their DEA registration on the DEA website. **APRNs shall NOT begin prescribing hydrocodone-combination products until after their DEA registration has been updated to reflect Schedules 2, 3, 3N, 4, 5.**

To check DEA registration online:

Go to: www.deadiversion.usdoj.gov

1. Select the “Registration” tab
2. Scroll down to the “Registration Tools” section and select the “Duplicate Certificates” link
3. Enter the APRN’s information (DEA number, name, social security number, and tax ID number if given on previous application) and select the “Login” button

After APRNs confirm that their DEA registration has been updated, per the Chapter 4 Rules, they must submit an updated DEA registration to the ASBN.

Please mail or fax a copy to:

Arkansas State Board of Nursing
% APRN Department
1123 South University Ave., Suite 800
Little Rock, AR 72204

~ OR ~

Fax #: (501) 686-2714
Attention to: APRN Dept.