

Important Notice from the Executive Officer: Proper Submission of Prescriber Identification to the Health Network System (HNS) and Narcotics Monitoring System (NMS)

February 20, 2013

A recent review of ministry data has revealed a continued area of concern regarding some of the prescriber identification information that has been submitted. This notice is provided as a reminder to pharmacists to ensure HNS and NMS submissions are submitted correctly.

Every submission to the HNS and NMS **must** include the proper prescriber registration number issued by the College of which he or she is a member (i.e., license number), as well as the 2-character code to identify the licensing College (Prescriber ID Reference Number).

It has come to our attention that pharmacists may have entered proper license numbers for prescribers, however in some instances the licensing College has not been properly identified. For your reference, the table below provides the Prescriber ID Reference numbers that are to be used for both HNS and NMS submissions.

Prescriber ID Reference Numbers

College of Registration	Prescriber ID Reference #
The College of Physicians & Surgeons of Ontario	01
Royal College of Dental Surgeons of Ontario	02
College of Chiropractors of Ontario	03
Out of Province	05
College of Midwives of Ontario	08
Ontario College of Pharmacists	09
College of Optometrists of Ontario	43
College of Nurses of Ontario	44

In addition, it has come to our attention that there may be a misunderstanding regarding the proper process to use for submissions to HNS and the NMS for prescriptions authorized by a prescriber who is licensed outside of Ontario.

When the prescriber is known to be registered in a Canadian province or territory outside of Ontario, the Prescriber ID Reference **05** should be used, along with a Prescriber ID from the following table:

Prescriber ID	Province of Registration
10001	British Columbia
10002	Alberta
10003	Saskatchewan
10004	Manitoba
10005	Quebec
10006	Newfoundland and Labrador
10007	New Brunswick
10008	Nova Scotia
10009	Prince Edward Island
10010	Yukon Territory
10011	Northwest Territory
10012	Nunavut

Note: The above values must be used for the Prescriber ID or the submission will be rejected with Response Code “61”.

As a reminder, any submission to the NMS using the unknown prescriber mechanism (submitting 99999 for a prescriber registration number and/or 99 for the College identification number) is **in breach of a pharmacists’ legal obligations under the *Narcotics Safety and Awareness Act, 2010* (“NSAA”)**.

For technical issues relating to the submission of data to the NMS, please contact your pharmacy software vendor or contact the ODB Help desk at 1-800-668-6641.