



WISCONSIN | ePDMP

MEDICAL EXAMINER/CORONER USER GUIDE

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Prescription Drug Monitoring Program

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Table of Contents

Introduction as a Medical Examiner/Coroner.....	2
Medical Examiner/Coroner Registration	3
Search for a Patient	4
Required Attestation Document	5
Retrieve your Patient and Prescriber Reports.....	5

Introduction

This document is intended to provide the necessary details about how Medical Examiners/Coroners interact with the WI ePDMP. This document explains the following:

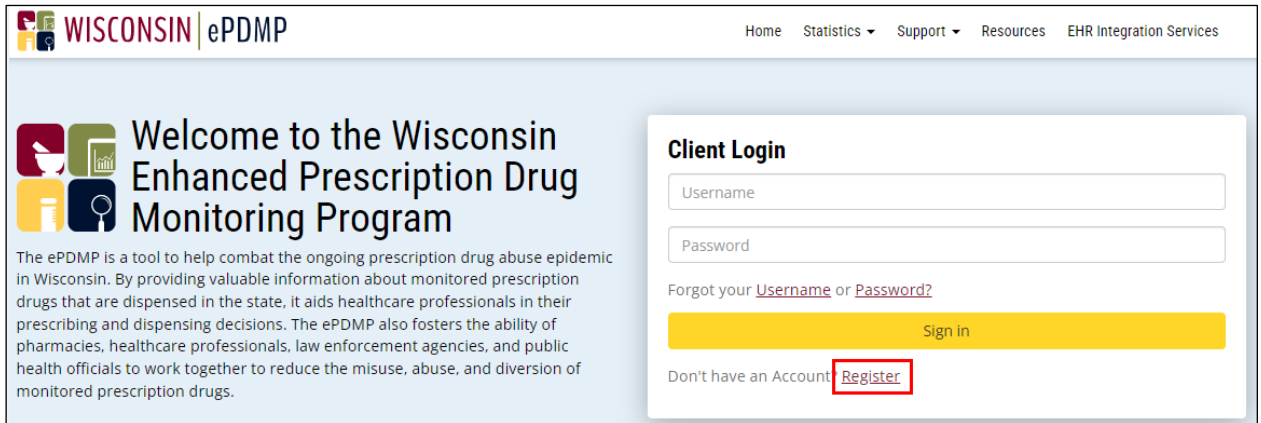
- How to register for a WI ePDMP Medical Examiner/Coroner account
- How to submit a request for Patient History report and retrieve the report

While every attempt has been made to ensure this document is complete and accurate, the laws that regulate the WI ePDMP and create the responsibilities will always take precedent should there be an inconsistency between this document and law. See Wisconsin Statute § 961.385 and Wisconsin Administrative Code Chapter CSB 4 for additional information about the requirements.

Medical Examiner/Coroner Registration

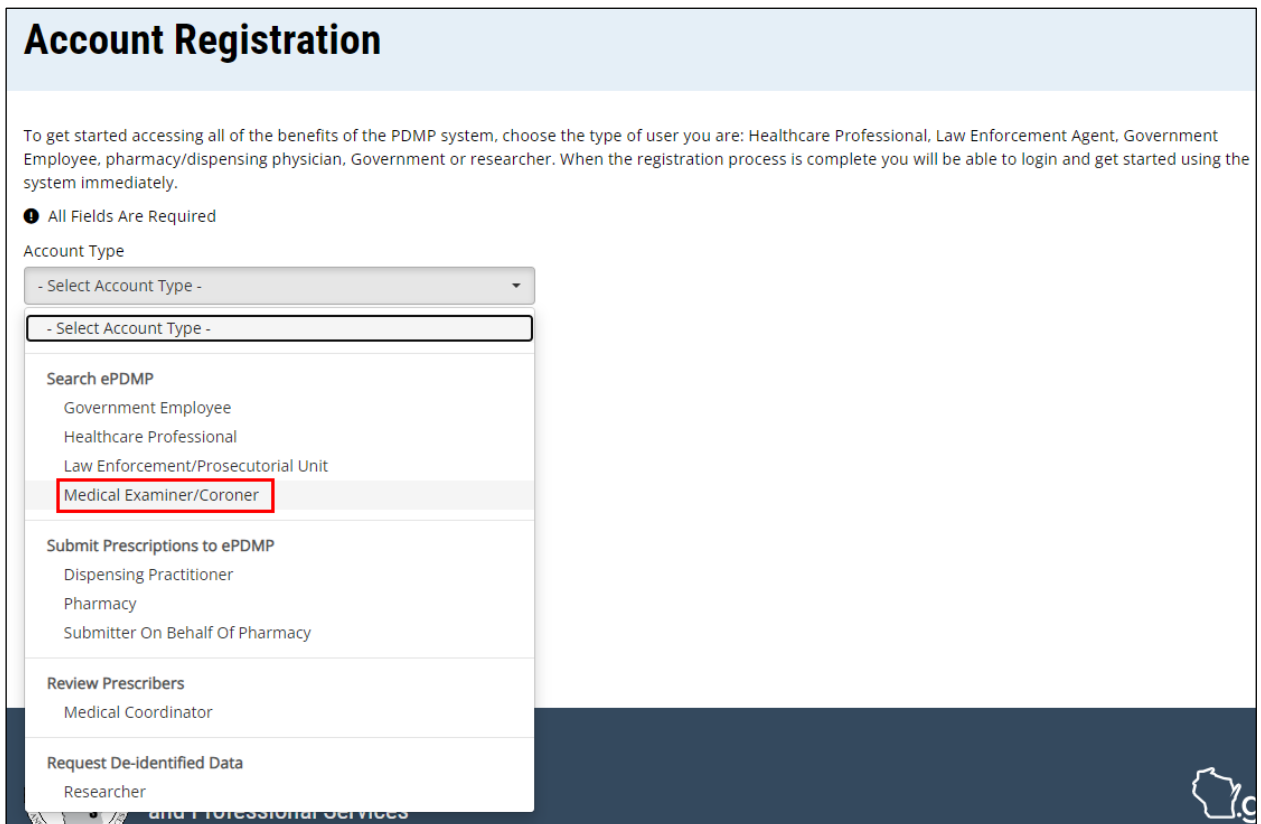
The first step to being able to retrieve data from the WI ePDMP is to register for an account. To register, navigate to the WI ePDMP at: <https://pdmp.wi.gov> and follow these steps:

1. Click on “Register”



The screenshot shows the Wisconsin ePDMP website. At the top, there is a navigation bar with links for Home, Statistics, Support, Resources, and EHR Integration Services. The main header area contains the Wisconsin ePDMP logo and a welcome message: "Welcome to the Wisconsin Enhanced Prescription Drug Monitoring Program". Below the welcome message is a brief description of the ePDMP's purpose. To the right, there is a "Client Login" section with input fields for "Username" and "Password", a "Forgot your Username or Password?" link, a yellow "Sign in" button, and a "Don't have an Account" link with a red box around the "Register" text.

2. Select the Medical Examiner/Coroner account type from the drop-down list and complete the online registration form.



The screenshot shows the "Account Registration" page. It includes a heading "Account Registration" and a paragraph explaining the registration process. A note indicates "All Fields Are Required". The "Account Type" dropdown menu is open, showing a list of options: Government Employee, Healthcare Professional, Law Enforcement/Prosecutorial Unit, Medical Examiner/Coroner (highlighted with a red box), Submit Prescriptions to ePDMP (with sub-options: Dispensing Practitioner, Pharmacy, Submitter On Behalf Of Pharmacy), Review Prescribers (with sub-option: Medical Coordinator), and Request De-identified Data (with sub-option: Researcher).

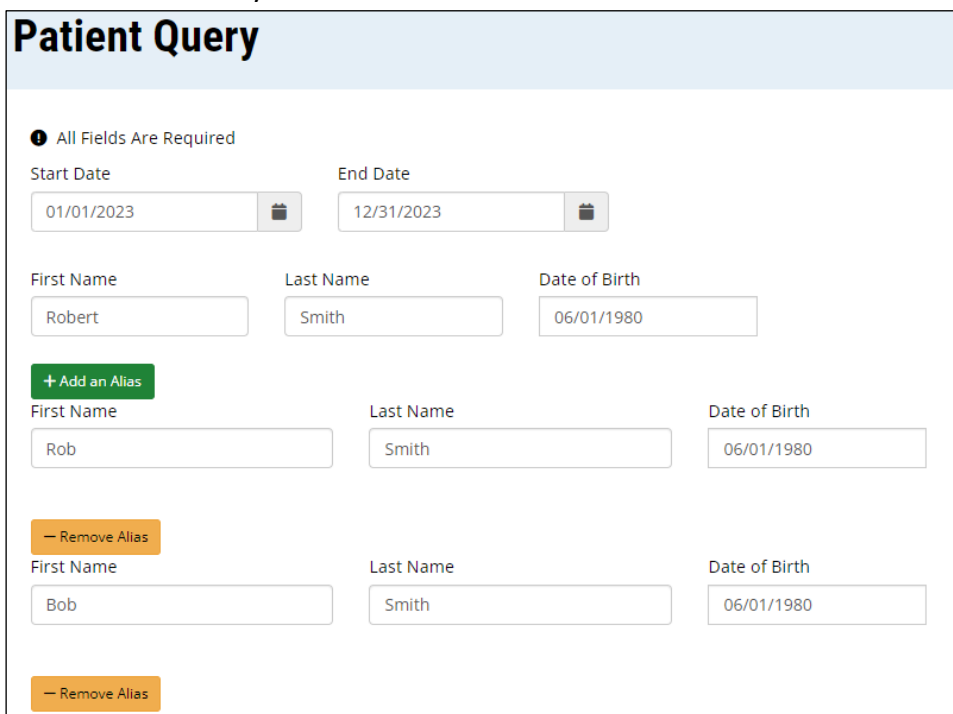
3. Your registration will be sent to the PDMP Administrators for review. You will receive an email when your registration has been either approved or denied. If approved, you may follow the link in the email to log in.

Search for a patient

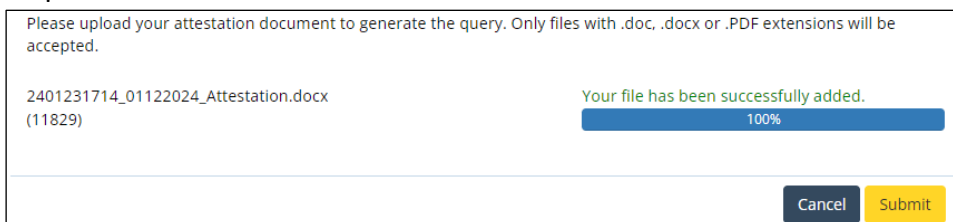
1. After you login to [Wisconsin ePDMP](https://pdmp.wi.gov/) or <https://pdmp.wi.gov/>, click on the Patient Query tab.



2. Enter the start and end date for your search.
3. Enter the patient's First name, Last Name and Date of Birth.
4. The Last name must be exact. The First name should be complete. No abbreviations or partial names.
5. You can add up to 4 alias names for whom you are searching.
6. You can remove any of the alias names.

The image shows the 'Patient Query' search form. At the top, it says 'Patient Query' in a large font. Below that, there is a note: 'All Fields Are Required'. The form contains several input fields: 'Start Date' (01/01/2023), 'End Date' (12/31/2023), 'First Name' (Robert), 'Last Name' (Smith), and 'Date of Birth' (06/01/1980). There are three 'Add an Alias' buttons, each followed by a set of input fields for 'First Name', 'Last Name', and 'Date of Birth'. The first alias has 'Rob', 'Smith', and '06/01/1980'. The second alias has 'Bob', 'Smith', and '06/01/1980'. There are also 'Remove Alias' buttons for each alias.

7. Upload your documentation for the request. Refer to the page number 5 for [Attestation Requirements](#).

The image shows the file upload interface. It contains a text box with the instruction: 'Please upload your attestation document to generate the query. Only files with .doc, .docx or .PDF extensions will be accepted.' Below this, there is a list of uploaded files: '2401231714_01122024_Attestation.docx (11829)'. To the right of the file name, there is a green message: 'Your file has been successfully added.' and a progress bar showing 100%. At the bottom right, there are 'Cancel' and 'Submit' buttons.

8. Click Submit.
9. You will see a message displayed on the screen with your report number.
10. Your request will be sent to the PDMP Administrators for review.

11. You will receive an email when the PDMP Administrators have either approved or denied your request.

Required Attestation Document

Each request for WI ePDMP data must be accompanied by an attestation document on agency letterhead that includes the following details:

1. Name and date of birth of patient, name and DEA number of prescriber, or household address.
2. Date range of the WI ePDMP data that is being requested.
3. A statement attesting that the information is being requested as part of an active and specific investigation or prosecution of a violation of any state or federal law involving a monitored prescription drug and that the information being requested is reasonably related to that investigation or prosecution.
4. If possible, reference to the specific violation citation or case number.
5. Signature.

Retrieve your Patient Reports

1. After you login to [Wisconsin ePDMP](#) or <https://pdmp.wi.gov/>, click on the Retrieve Report icon.



2. You will see a list of your reports in different statuses.

Query Reports							
<input type="text" value="Search"/> Refresh Export							
Query Id	Status	Report Type	Created	Start Date	End Date	Actions	
PQ32623-OLRUHKTM	Approved	Patient	11/22/2023	03/26/2022	11/21/2023	Review Report	Documentation
PQ32623-5GKYD98F	Approved	Patient	11/22/2023	03/26/2023	1/21/2023	Review Report	Documentation
PQ32623-WSFZDIQF	Approved	Patient	11/22/2023	08/27/2023	11/21/2023	Review Report	Documentation

3. If the Status is Pending, you can view your Documentation and your Query.
4. If the Status is Approved, you can Review your Report.
5. If the status is Denied, you can view the reason for the denial.
6. The reports will display in your queue for 45 days from the date of the request. After that, it will be removed from your queue.

- If you click on Skip it will remove the report from displaying in the queue only for the current session. After you login in again, you will see the report displayed.
- On the Patient History Report you can Print the report by clicking on the Print icon.

Query by YOUR NAME . Search date range: 11/13/2021 - 11/17/2023

Patient History Report Results

Name of Patient

Age: 62
Gender: Female
DOB: 05/12/1961
Latest Address:
 1401 SOMEWHERE
 SOMEWHERE, WI
 55555

▼ Prescription History Locations

- You can export the Dispensing History Details to CSV by clicking on Export and then CSV.

▼ Dispensing History Details

PDMPs are prohibited by federal regulations from collecting dispensing data from federally funded opioid treatment programs.

In State

*denotes searchable fields

Drug Details *	Drug Class *	Drug Qty	Rx Dates	Prescriber *	Dispenser *	Patient *	Patient D
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