



MARYLAND Department of Health

Larry Hogan, Governor • Boyd Rutherford, Lt. Governor • Dennis Schrader, Secretary

MARYLAND BOARD OF PHARMACY

4201, Patterson Avenue, Baltimore, Maryland 21215-2299

Mitra Gavvani, Board President • Deena Speights-Napata, Executive Director

New Employee IT Form

Name (Last, First, Middle Initial): _____

Title/Position: _____

Supervisor: _____

Start Date: _____

Reporting Unit (Check all that apply):

- | | | |
|-----------------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Data Integrity | <input type="checkbox"/> Call Center | <input type="checkbox"/> Compliance |
| <input type="checkbox"/> Licensing | <input type="checkbox"/> Executive | <input type="checkbox"/> Legs/Regs |
| | <input type="checkbox"/> MIS | |

MLO Account Security – Should match MLO user: _____

Additional Hardware Needed (Check all that apply):

- | | | |
|---------------------------------------|------------------------------------------|-------------------------------------|
| <input type="checkbox"/> Scanner | <input type="checkbox"/> Desktop Printer | <input type="checkbox"/> Labelmaker |
| <input type="checkbox"/> VPN Token | | |
| <input type="checkbox"/> Other: _____ | | |

Specialized Software Needed:

1. _____
2. _____
3. _____

Purpose of Specialized Software:

Calendar Access (Check all that apply):

- MDParmacyBoard Compliance
- BDPHARM_MIS
- Board & Committee Meetings
- Other: _____

Other Email Account Access (Check all that apply):

- MDParmacyBoard.CJIS
- MDParmacyBoard.Compliance
- MDParmacyBoard.Compounding
- MDParmacyBoard.Inspectors
- MDParmacyBoard.Legislative
- MDParmacyBoard.Licensing
- Other: _____

Can Send Faxes? Yes No

Outbound Fax Number: _____

MIS Department Use Only

E-mail address: _____	Active Directory ID: _____
MLO Username: _____	Password: _____
	Initial: _____ Date: _____