



Wes Moore, Governor · Aruna Miller, Lt. Governor · Laura Herrera Scott, M.D., M.P.H., Secretary

**Office of Provider Engagement and Regulation (OPER)  
Office of Controlled Substances Administration (OCSA)**

1223 West Pratt Street  
Baltimore, Maryland 21223  
**Kimberly Hiner, MPH, Director**

**OCSA NON-RESIDENT ESTABLISHMENT QUESTIONNAIRE**

Establishment Name (dba) \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax. \_\_\_\_\_  
Maryland CDS Registration Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
Maryland Pharmacy/Distributor Permit Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
Resident State License or Permit Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
DEA Registration Number \_\_\_\_\_ Exp. Date \_\_\_\_\_  
Hours of Operation M-F \_\_\_\_\_ Sat. \_\_\_\_\_ Sun. \_\_\_\_\_

**1. Person responsible for accountability of CDS at the establishment.** *Include job title and/or professional title and/or educational degree.*

**2. Brief description of the type of work conducted using CDS.**

**3. What schedules (CI,CII,CIII,CIV,CV) of CDS are shipped/delivered to Maryland establishments/patients?**

**4. Provide the name, address and phone number for ALL Maryland establishments that purchase/take possession of CDS from your establishment.** *Pharmacies that only dispense CDS prescriptions to Maryland patients may skip this item and proceed to item 5. DO NOT provide the name of any patients for which CDS are dispensed.*

**5. Describe the procedures employed to ensure secure delivery and receipt of CDS to Maryland establishments/patients.**

**6. List all licenses/permits/registrations issued by your state’s regulatory agencies and/or licensing boards that have oversight of CDS dispensing and/or distribution. Provide the date and findings of your most recent inspection by those agencies and/or boards.**

**NOTE: Please ensure that all questions have been answered completely. Incomplete answers and missing information will result in a delay in the processing of your CDS application.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Print Name of Applicant \_\_\_\_\_

Office of Controlled Substances Administration • 1223 W. Pratt Street • Baltimore, Maryland 21223  
410-764-2890 • Fax 410-358-1793 • TTY for Disabled - Maryland Relay Service 1-800-735-2258  
Toll Free 1-877-4MD-DHMH • Web Site: [www.health.maryland.gov/OCSA](http://www.health.maryland.gov/OCSA)