Oregon Medical Marijuana Program

Monthly Reporting Requirements



Overview of Training

- Who needs to report
- When to report
- Where to report
- What to report
- How to report



Who Needs to Report

- Dispensary owners OAR 333-008-1248
- Processors OAR 333-008-1830
 - Processors listed on our website as having submitted a complete application
- Growers OAR 333-008-0630
 - IF <u>ANY ONE</u> OF THE BELOW ARE TRUE:
 - I am <u>not</u> growing for myself;
 - Growing at a grow site address where there are more than 12 mature plants;
 - Growing at a grow site address that is not the patient's residence;
 - Selling excess usable medical marijuana, seeds or immature plants to OHA medical processors or medical dispensaries
- Even if you are only growing for yourself you may still need to report OAR 008-0630 (1)



When to Report

- Tracking begins June 1, 2016
- First report is due to OHA by July 10, 2016
- Reporting is due by the 10th of each month thereafter for the prior month's activity

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Where to Report

Growers, Processors and Dispensaries

OMMPSYSTEM.OREGON.GOV

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What to Report - Grower

There are two different types of growers with different reporting requirements.

If you are transferring excess medical marijuana to OHA medical processors or medical dispensaries:

- The number of immature and mature marijuana plants and amount of usable marijuana transferred to each patient;
- The amount of usable marijuana transferred to each registered processing site through an agreement with the patient; and
- The number or amount of seeds, immature marijuana plants and usable marijuana transferred to each dispensary through an agreement with the patient.

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What to Report - Grower

If you are growing at a grow site address where more than 12 mature plants are produced OR growing at a grow site that is not the patient's residence:

• The number of immature and mature marijuana plants, amount of marijuana leaves and flowers being dried, and the amount of usable marijuana in possession at the end of the month.

AND

• Everything listed on the slide before



What to Report - Dispensary

Reporting for Dispensaries will be through an upload of an excel document at the end of the month for these transfers:

- Amount of Usable Marijuana
- The amount and type of medical cannabinoid products, concentrates, and extracts transferred to and by the medical marijuana dispensary during the previous month, "type" means:
 - Cannabinoid edibles;
 - Cannabinoid topicals;
 - Cannabinoid tinctures;
 - Cannabinoid capsules;
 - Cannabinoid suppositories;
 - Cannabinoid transdermal patches
 - And Cannabinoid product other than products listed above

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What to Report – Dispensaries (cont.)

- Cannabinoid concentrate in solid form;
- Cannabinoid concentrate in liquid form.
- Cannabinoid extract in solid form;
- Cannabinoid extract in liquid form.
- Quantity of immature marijuana plants
- Quantity of seeds



What to Report - Processors

Transfers to Processing Site (from grower)

• Usable marijuana

Transfers to Processing Site (from another Processing Site)

- Cannabinoid concentrate in solid form;
- Cannabinoid concentrate in liquid form;
- Cannabinoid extract in solid form;
- Cannabinoid extract in liquid form.



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What to Report – Processor (cont.)

Transfers from a Processing Site to a Dispensary The amount and type of a medical cannabinoid product transferred to a Dispensary during the previous month. For purposes of this section type means:

- Cannabinoid edibles;
- Cannabinoid topicals;
- Cannabinoid tinctures;
- Cannabinoid capsules;
- Cannabinoid suppositories;
- Cannabinoid transdermal patches
 - And Cannabinoid product other than products listed above
- Cannabinoid concentrate in solid form;
- Cannabinoid concentrate in liquid form;
- Cannabinoid extract in solid form; and
- Cannabinoid extract in liquid form.

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What to Report - Dispensary & Processor

Information submitted must:

- List each type of marijuana item separately;
- Provide the total aggregate amount of a type of marijuana item transferred to a processing site by a patient, caregiver, grower or other registered processing site during the previous month; and
- Provide the total aggregate amount of a type of marijuana item transferred from a processing site to a registered dispensary, or other registered processing site during the previous month.

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How to Report Inventory













Log into: OMMPSYSTEM.OREGON.GOV

egon Medical Marijuana Online	e System		A
Growers (a) To access your grower information:	Processors 3 To submit application to register as a processor:	Dispensaries Apply or sign in at the Dispensary Application website	Patients ③
Create an Account	Create an Account		
Already have an account?	Already have an account?		



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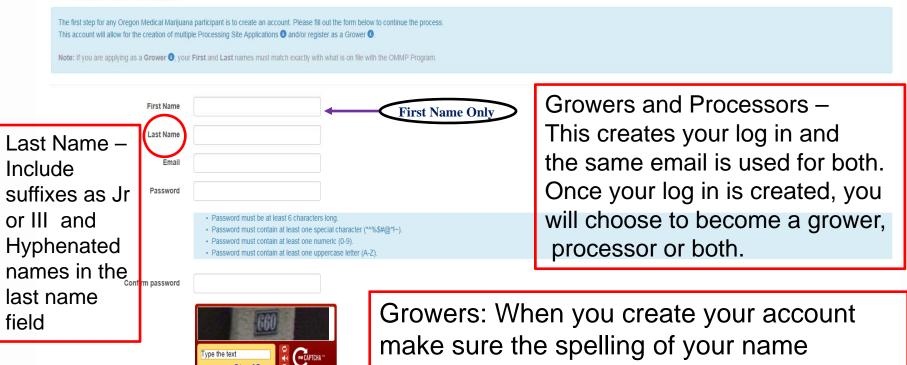


Create a Grower or Processor Login

Oregon Medical Marijuana Online System

() Help **†**

Create an Account



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Oregon Medical Marijuana Program 15

Privacy & Terms



is the same as what is on your grower card.

L Create an Account

The first step for any Oregon Medical Marijuana participant is to create an account. Please fill out the form below to continue the process. This account will allow for the creation of multiple Processing Site Applications ③ and/or register as a Grower ④.

Note: If you are applying as a Grower 0, your First and Last names must match exactly with what is on file with the OMMP Program.

First Name	Jane Type first na	ime only
Last Name	Doe	If you enter your name wrong you have
Email	JQDTEST00R30@TESTTEST.ZOD	If you enter your name wrong you have to contact MMG.Online@state.or.us to
Password	•••••	fix.
Confirm password	Password must be at least 6 characters long. Password must contain at least one special character Password must contain at least one numeric (0-9). Password must contain at least one uppercase letter (/	
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Email Sent.

Please check your email and click the confirmation link to continue the process

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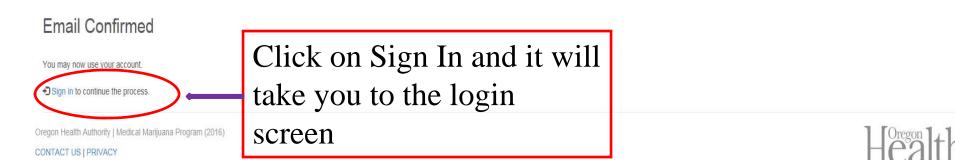


Reminder – you can only have 1 email account set up and it is used to login. Emails are per Grower, once assigned no one else can use the same email address.



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Oregon Medical Marijuana Program



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Log in Screen – Growers and Processors

Oregon Medical Marijuana Online System O Help A You can reset your password at HELP Sign in 🔊 Email The steps before this created your account. You Password will come to this screen from now on Remember me? to login to and connect to your Grower and/or Log in Processor. Create an Account Oregon Health Authority | Medical Marijuana Program (2016) CONTACT US | PRIVACY

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Error:

You must have a confirmed email to log on.

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If you tried to sign in and receive this message, you didn't complete the step of checking your email and confirming your account.

Login to your email address you used to create your account. You will then be able to retrieve the confirmation email sent from ommpnoreply and confirm your account access. It will take you back to the sign in page.

If you do not immediately see the email, check your spam filters as it may have been placed in your junk mail folder.

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Account 🛛 Help Sign out 🕞

You are logged in with this email

Account Options

Janie Doe (testommp@gmail.com)



Processing Site:

Select Apply Now to submit and pay for an Oregon Medical Marijuana Program (OMMP) processing site registration application.

You have the ability to submit an application, and application fee, for multiple processing sites under this single account. Once you have completed submission and payment of an application, simply select this link again to submit additional applications. You will need to submit an individual application for each processing site you wish to register. You will be able to manage each processing site application you submit from this single account.

Once your application is submitted you can manage each application and attach the additional documentation required by the Oregon Health Authority. Please remember you must attach the additional documentation for each application you submit.

For more information on application requirements, see our website on How to Apply



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Oregon Medical Marijuana Program

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Grower:

If you are a designated Oregon Medical Marijuana Program (OMMP) grower and have a current, valid Grower Card Number or Registration Number select the Connect to Grower Information button below to connect to your OMMP grower information.

To complete access set-up, you will need to enter either your current Grower Card Number or Registration Number as well as your Government Issued Identification Number currently on file with OMMP. The government issued identification number most often submitted and filed with OMMP is your driver's license, passport, or military ID.

Connect to Grower Information

This is where you connect to your grower information or submit application(s) to register a processing site



🚹 🌣 Account 🙆 Help Sign out 🕒

L Janie Doe (testommp@gmail.com)

Grower Registration



Grower Information

Grower First Name

Janie

To connect to your grower information please enter:

· Your Government Issued Identification Number currently on file with the Oregon Medical Marijuana Program (OMMP). The government issued identification number most often submitted and filed with the OMMP is your driver's license, passport, or military ID.

Grower Last Name

Doe

· Your current, valid Grower Card Number or Registration Number

All information must be an exact match to what is on file with OMMP.



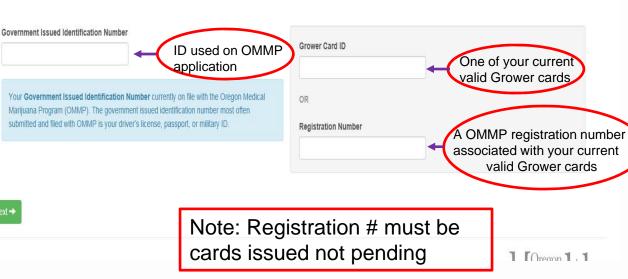
In order to successfully connect to your Oregon Medical Marijuana Program (OMMP) Grower Information the First and Last Name connected to the account you are currently logged in with must match exactly your name as currently on file with OMMP. The government issued Identification Number and Grower Card Number or Registration Number entered must also match the information that is currently on file with OMMP.

The First and Last name connected to the account you are currently logged in with is: · First Name: Janie

· Last Name: Doe

If the First and Last name above is not designated as a grower with the OMMP then you cannot proceed. Only OMMP designated growers may connect to their grower information.

Next →



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▲ Janie Doe (testommp@gmail.com)

Grower Registration



Grower Registration Information / Confirm

Please review the information returned below. Use the link above to go back and correct/change the information you entered.

To complete your registration click the Submit button below.

Grower Card Information

A Note:

In order to successfully connect to your Oregon Medical Marijuana Program (OMMP) Grower Information the **First and Last Name** connected to the account you are currently logged in with **must** match exactly your name as currently on file with OMMP. The government issued **Identification Number** and **Grower Card Number** or **Registration Number** entered must also match the information that is currently on file with OMMP.

The First and Last name connected to the account you are currently logged in with is:

in with is:

First Name: Janie
 Last Name: Doe

If the First and Last name above is not designated as a grower with the OMMP then you cannot proceed. Only OMMP designated growers may connect to their grower information.

Grower Card ID	Registration Number	Patient	Growsite
1157460	294681	JOHN DOE	800 NE OREGON ST PORTLAND, OR 97239-1221
1157463	480095	JANIE DOE	800 NE OREGON ST PORTLAND, OR 97111
1157465	480096	HARLI THECAT	800 NE OREGON ST STE X PORTLAND, OR 97232-2162

Verify that the names listed are accurate.

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L Janie Doe (testommp@gmail.com)

Grower Registration



Your grower information has been successfully validated!

You may now view/manage grower information.



A Note:

In order to successfully connect to your Oregon Medical Marijuana Program (OMMP) Grower Information the First and Last Name connected to the account you are currently logged in with must match exactly your name as currently on file with OMMP. The government issued Identification Number and Grower Card Number or Registration Number entered must also match the information that is currently on file with OMMP.

The First and Last name connected to the account you are currently logged in with is:

First Name: Janie

· Last Name: Doe

If the First and Last name above is not designated as a grower with the OMMP then you cannot proceed. Only OMMP designated growers may connect to their grower information.

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Oregon Medical Marijuana Program

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	be (MMGR607808)						
Collapse Janie Do	e (MINIGROU7000)						
Grower Cards (3)	ntory						
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nie Doe (testommp@gmail.com)			Invalid Ca	rds – Will sho	w on yo	our
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Grower Cards (3)	у		Reasons i	nvalid:		
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1157463	JANIE DOE	800 NE OREGON ST PORTLAND, OR 97111	05/17/2016	05/17/2016	05/17/2017	Valid	Unpaid	
1157465	HARLI THECAT	800 NE OREGON ST STE X PORTLAND, OR 97232-2162	05/17/2016	05/17/2016	05/17/2017	Invalid	NIA	
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Grower Inventory Reporting

Oregon Medical Marijuana Online System

🔒 🌣 Account 🔞 Help Sign out 🕞

Grower Cards (1) Inventory	Click on the begin entry of	inventory tab to of transfers.	
Δ Inventory must be entered each month. You have Question(s) on submitting inventory? Email: mmg	we until the 10th of the month to submit inventory for the previous month.		
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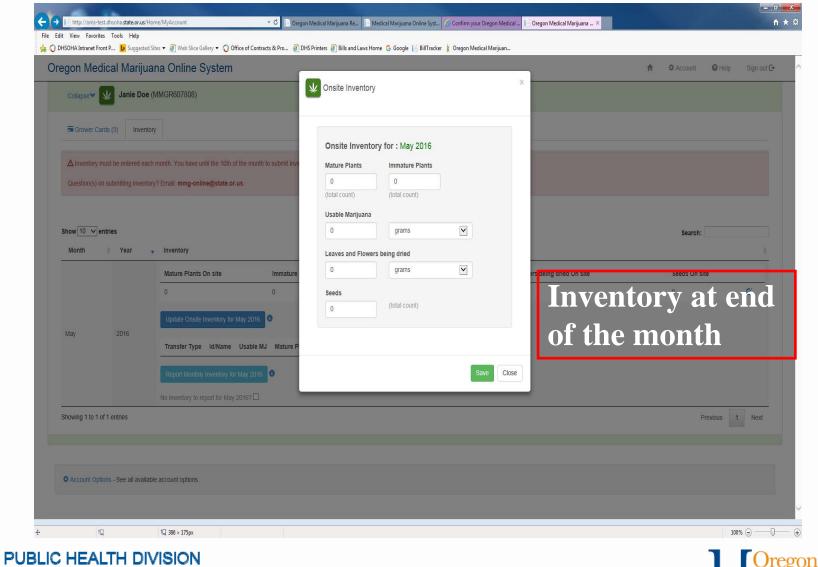
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regon Medical Marijuana Online System	l Pro 🗿 DHS Printers 🗿 Bills and Laws Home 💪 Google [🛆 BillTracker 🛔 Oregon Medical Marijuan	🔒 🌣 Account 🛛 Help Sign out 🕞
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Showing 1 to 1 of 1 entries		Previous 1 Next
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Health Authority

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Oregon Me	dical Mariju	ana Online System				1	π	4 Account	O Help	Sign out 🕒
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Grower C	Cards (3) Inven	tory	Transfer for : Ma	ay 2016						
	must be entered ea	ich month. You have until the 10th of the month to submit inve	Transfer Type:	Sender/Receiver						
Question(s)	on submitting inven	tory? Email. mmg-online@state.or.us.	To	Patient	V					
			Select Patient							
			JOHN DOE	\checkmark						
Show 10 🗸	entries		Usable Marijuana					Search:		
Month	🕴 Year	v Inventory	24	grams 🗸						\$
		Mature Plants On site Immature	Mature Plants			ers being dried On site		Seeds On sit	te	
		8 10	3	(Total Count)				100		Ø
		Update Onsite Inventory for May 2016	Immature Plants							
May	2016		2	(Total Count)						
		Transfer Type Id/Name Usable MJ Mi	Seeds							
		To Patient HARLI THECAT 28 g 1	10 x	(Total Count)						
		Report Monthly Inventory for May 2016								
	of 1 ontrios									Next
Showing 1 to 1	or renules							P	revious 1	Nexi
					Save Close					

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How to Acknowledge No Inventory for the Month

Oregon Medical Marijuana Online System		👷 🌣 Account 🛛 😝 Help 🛛 Sign out 🕞
Agrower Inoregon (ommptest@gmail.com)		
Collapse Agrower Inoregon (MMGR847567)		
Grower Cards (2) Inventory		
A Inventory must be entered each month. You have until the 10th of the month to submit inven Question(s) on submitting inventory? Email: mmg-online@state.or.us .	tory for the previous month.	
Show 10 V entries		
Month 💠 Year 🔻 Inventory	Message from webpage	When you check the
Mature Plants On site Immature	Plant By clicking this box you are confirming that you have no transfers to report for this month.	 box this message pops up – you must
Update Onsite Inventory for May 2016	OK Cancel	say ok which confirms you are
Transfer Type Id/Name Usable MJ Mature Pi	Ints mininature mants Dried Leaves & Howers Seeus	stating you do not
Report Monthly Inventory for May 2016	Check this box if you do not have any transfers or inventory for the month	have transfers for the month.
April 2016 Inventory reporting for April 2016 is closed.	View April 2016 Inventory	

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egon Me	dical Marijua	ana Online S	ystem							A	🌣 Account	I Help	Sign out 🕞
Collapse	Janie Doe	(MMGR607808)											
Grower C	Cards (3) Invento	ory											
							-			-		_	
	must be entered eacl	h month. You have un	til the 10th of the m	onth to submit	inventory for the p	previous month. <	Entrie	es I	must be co	mplete	d by	the	: 10 th
Question(s)	on submitting invento	ry? Email: <mark>mmg-onli</mark> n	e@state.or.us.								<u>.</u>		
Show 10 V													
	entries										Search:		
Month		 Inventory 									Search:		¢
Month		Inventory Mature Plants C	Dn site	Immat	ture Plants On sit	te	Usable MJ On site		Leaves and Flowers being dried On site		Search: Seeds On site	8	- ÷
Month			Dn site	Immat 10	ture Plants On sit	te	Usable MJ On site		Leaves and Flowers being dried On site			e	¢
Month		Mature Plants (On site nventory for May 20	10	ture Plants On sit	te					Seeds On sit	e	\$
Month		Mature Plants (10				Seeds			Seeds On sit		
	∳ Year	Mature Plants C 8 Update Onsite I	nventory for May 20	10 D16 3 Usable MJ			1g	100000		After	Seeds On sit		
	∳ Year	Mature Plants C 8 Updale Onsite I Transfer Type	nventory for May 20	10 D16 3 Usable MJ	Mature Plants	Immature Plants	1 g Dried Leaves & Flowers	0	1g	After	Seeds On site	ries	s are
	∳ Year	Mature Plants C 8 Update Onsite I Transfer Type To Patient	nventory for May 20 Id/Name HARLI THECAT	10 016 3 Usable MJ 28 g	Mature Plants	Immature Plants 0	1 g Dried Leaves & Flowers 0 g	0	1g		Seeds On site	ries	s are
	∳ Year	Mature Plants C 8 Update Onsite I Transfer Type To Patient To Patient To Patient	Id/Name HARLI THECAT JOHN DOE JANIE DOE	10 016 • Usable MJ 28 g 24 g 20 g	Mature Plants 1 3	Immature Plants 0 2	1 g Dried Leaves & Flowers 0 g 0 g	0	1g	mad	Seeds On sit 100 Tent e yo	ries u c	s are
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Processor Inventory Reporting

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Oregon Medical Marijuana Program



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Processor Inventory Reporting

Janie Doe (testommp@gmail.com)		This is where you
Account Options	Grower:	connect to your (Hide) grower information or submit application(s) to register a processing site
Select Apply Now to submit and pay for an Oregon Medical Marijuana Program (OMMP) processing site registration application. You have the ability to submit an application, and application fee, for multiple processing site under this single account. Once you have completed submission and payment of an application, simply select this link again to submit anditional applications. You will need to submit an individual application for each processing site you wish to register. You will be able to manage each processing site application you submit from this single account. Once your application is submitted you can manage each application and attach the additional documentation required by the Oregon Health Authority. Please remember you must attach the additional documentation requirements, see our website on How to Apply Now	If you are a designated Oregon Medical Marijuana Program (OMMP) grower and have a current, valid Grower Card Number or Registration Number select the Connect to Grower Information button below to connect to your OMMP grower information. To complete access set-up, you will need to enter either your current Grower Card Number or Registration Number as well as your Government Issued Identification Number most often submitted and filed with OMMP. The government issued identification number most often submitted and filed with OMMP is your driver's license, passport, or military ID.	

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Processor view Expanded

Oregon Medical Marijuana Online System

🛉 🌣 Account 🙆 Help Sign out 🕒

Agrower Inoregon (ommptest@gmail.com) Agrower Inoregon Expand > CCD Extracts (! <u>Collapse</u>♥ Status: Approved 123 N Cartoon Lane Portland 97212 View Application C Edit Application Application Status: Approved Inventory A Inventory must be entered each month. You have until the 10th of the month to submit inventory for the previous month. Question(s) on submitting inventory? Email: mmg-online@state.or.us. Show 10 v entries Search: . Year Month Transfers 2016 Inventory reporting for April 2016 is closed. View April 2016 Inventory April Transfer Usable Edibles Edibles Transdermal Concentrate Extract Extract Concentrate Туре ld MJ (solid) (liquid) Topicals Tinctures Capsules Suppositories Patches (solid) (liquid) (solid) (liquid) Öther 6 🖸 🗙 To 5 10 15 30 40 50 40 30 3 May 2016 Dispensary

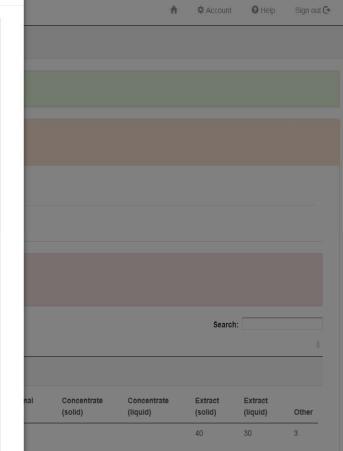
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Processor Transfer to Dispensary

Oregon Me	dical Mai	rijuana	a Online S	System		
Agrower Inorego	n (ommptest@g	gmail.com)				
Expand >	Agrow	er Inoreç	jon (<mark>MMGR12</mark>	23456		
Collapse♥	Status	s: Approv	(MMPS2000 red ane Portland 972			
View Appl	ication 🕼 E	dit Applica	tion Applicat	tion Status: App	roved	
Inventory	Documen	its (0)	\$ Payments/Cr	redits 🛕 🛛 Ow	ners (1)	L Per
				ntil the 10th of th ne@state.or.us		ubmit i
Show 10 ∨ Month	entries Year ∳	Transfers	ŝ			
April	2016 I	nventory re	eporting for April	2016 is closed.	View April :	2016 Ir
			Transfer Type	Id	Usable MJ	Edil (sol
Мау	2016	© ×	To Dispensary	3 MMD800800)	5

Transfer Type:	Sender/Receiver		
To 🔽	Dispensary		
Dispensary Registrat	tion Code (MMD00000)		
MMD,			
Edibles (solid)			
10	Total count (Packages or Bottles)		
Edibles (liquid)			
15	Total count (Packages or Bottles)		
Topicals			
20	Total count (Packages or Bottles)		
Tinctures			
15	Total count (Packages or Bottles)		
Capsules			
15	Total count (Packages or Bottles)		
Suppositories			
0	Total count (Packages or Bottles)	nal Conc	en
Transdermal Patche	s	(solid	
0	Total count (Each or Packages)		





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View Appli	lication	бе	dit Ap	plication A	pplication Status: /	Approved												
Inventory	Do	ocumen	ıts (0)	\$ Paym	ients/Credits 🛕	Owners (1)	L Persons	Responsible (1)						nary pa spensa	age sho ry	owing		
	y must be	e entere	d ead	h month. You	have until the 10th c	f the month	to submit invent	ory for the previou	is month.									
Question(s)) on subm	nitting in	ivento	ory? Email: mr	ng-online@state.or	US.												
ow 10 🗸	entries															Searc	. la 1	
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Month A	Veer	Tree														Searc		
Month 🔺	Year 🍦		nsfer		ſ											Searc		
	Year ♦ 2016				pril 2016 is closed.	View April 2	016 Inventory									Searc	ar.	
					orii 2016 is closed.	View April 2 Usable MJ	016 Inventory Edibles (solid)	Edibles (liquid)	Topicals	Tinctures	Capsules	Suppositories	Transdermal Patches	Concentrate (solid)	Concentrate (liquid)	Extract (solid)	Extract (liquid)	Othe
.pril 2	2016		tory r	eporting for Ap Transfer		Usable MJ	Edibles		Topicals 15	Tinctures 30	Capsules 40	Suppositories 50				Extract	Extract	Othe 3
.pril 2		Inven	tory r	Transfer Type To Dispensary	ld 3	Usable MJ)	Edibles (solid)	(liquid)				11				Extract (solid)	Extract (liquid)	14,047104





Processor Inventory Screen

		Status: Appro 123 N Cartoon		nd 97212												
View A	Application	🖸 Edit Applic	ation Ap	plication Sta	tus: Appro	ved										
Invento	iry 🔓 Do	cuments (0)	\$ Payme	ents/Credits 🛕	Owne	ers (1)	2 Persons	s Responsit	ole (1)							
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Question	n(s) on subm	itting inventory	? Email: mn	ng-online@st	ate.or.us.											
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Month		Transfers											Sea	arch:		
	▲ Year ♦	Transfers	orting for Ap	oril 2016 is clos	sed. View	April 2016	Inventory		Entrie	es mu	ist be c	omple			0 th	
Month	▲ Year ♦	Inventory repo	orting for Ap ransfer /pe	ril 2016 is clo Id	sed. View Usable MJ	April 2016 Edibles (solid)	Inventory Edibles (liquid)	Topicals				Comple Transdermal Patches			Oth Extract (solid)	
Month	▲ Year ♦	Inventory repo	ransfer /pe	ld	Usable MJ	Edibles	Edibles	Topicals	Tinctures	Capsules	Suppositories	Transdermal Patches	concentrate (solid)	/ the 1	Extract	Extra (liqui 30
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Month April	▲ Year ♦ 2016		ransfer /pe o ispensary	ld	Usable MJ	Edibles (solid)	Edibles (liquid)	Topicals	Tinctures	Capsules 40 can be	Suppositories	Transdermal Patches	concentrate (solid)	/ the 1	Extract (solid)	(liqui
Month April May	▲ Year ♦ 2016	Inventory report	ransfer /pe o ispensary	Id MMD800800	Usable MJ	Edibles (solid)	Edibles (liquid)	Topicals	Tinctures	Capsules 40 can be	Suppositories	Transdermal Patches	concentrate (solid)	/ the 1	Extract (solid) 40	(liqu



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	tory must b		ch month. You	nents/Credits A i have until the 1 mg-online@sta	Oth of the			Responsible		th.						
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			Transfer Type	ld	Usable MJ	Edibles (solid)	Edibles (liquid)	Topicals	Tinctures	Capsules	Suppositories	Transdermal Patches	Concentrate (solid)	Concentrate (liquid)	Extract (solid)	(liquid)
Мау	2016	C X	Dispensary	MMD80080		5	10	15	30	40	50				40	30
showing 1	to 2 of 2 en	Itries												Previous	1	Next

Or 46

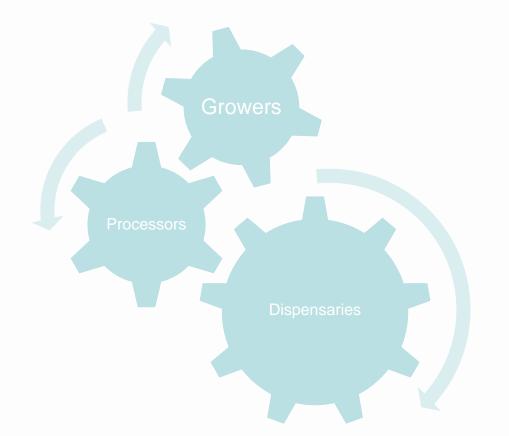
Wrap up

- Tracking begins June 1, 2016
 - The inventory reporting system will not be available until then
- Reporting is on a monthly, aggregate basis
 - You have the choice of entering each transfer or a total to each patient, processor or dispensary monthly
- First Report is due July 10, 2016 and monthly thereafter
- If you do not have transfers for the month you must log on and acknowledge no transfers to report
- Inventory is locked on the 11th of the month for entries for the previous month
- MMG.Online@state.or.us

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Questions



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