



Kansas Prescription Monitoring Program

Kansas Board of Pharmacy
800 SW Jackson, Room 1414
Topeka, KS 66612
pmpadmin@ks.gov
Telephone: (785) 296-6547
Fax: (785) 296-8420

Data Requester Notary Form

To be granted access to the K-TRACS database, you must register online and **this form must be filled out in its entirety and must be signed in front of a Notary Public.** You may then upload this form to your account. If you don't have access to a scanner to be able to upload it yourself, you may fax it at the number above. Once this form is uploaded, the K-TRACS office will verify your information. Completion of this form or your online registration does not guarantee approval.

I affirm that all information on my online data requester registration is true and that all requests made pursuant to approval of this registration will be used for legitimate purposes. All data obtained from the site should be treated as Protected Health Information and handled in accordance with all federal and state laws regarding such. HIPAA and other privacy laws affect the disclosure of any data that is obtained. Additionally, I understand that inappropriate access or disclosure of patient profile information received from the KTRACS database is a violation of state law, and may result in disciplinary action by my licensing board, criminal charges and/or revocation of my database access privileges.

After you receive your account information, you may begin requesting reports. **Be sure to keep your password in a safe place and do not share your login information with anyone.** If you have any questions or need assistance in accessing the K-TRACS system, please feel free to contact the Kansas Board of Pharmacy at (785) 296-6547 or pmpadmin@ks.gov.

Printed Name _____ Email Address _____

Signature _____ Date _____

NOTARY PUBLIC USE ONLY

Subscribed and verified before me in the County of _____, State of _____,

this _____ day of _____, 20_____.

(Notary Stamp Here)

NOTARY PUBLIC _____

My Commission expires _____

Disclaimer: The information in the KTRACS database may contain errors resulting from the reporting of information received. The KTRACS staff suggests that additional independent verification of patient profile information with pharmacies and prescribers may sometimes be prudent or necessary.