



## Montana Prescription Drug Registry (MPDR) Information for New Pharmacies

**Who must report data to the MPDR?** All community and mail order pharmacies holding an active Montana license are required to report to the MPDR daily, either controlled substance prescription data or zero report. Institutional pharmacies only need to report controlled substance prescriptions dispensed upon discharge, not controlled medications administered in the facility or zero reports.

\*Pharmacies that will never dispense controlled substances can submit a Zero Attestation [Form](#).

### How do I report data to the MPDR?

- Register with the PMP Clearinghouse – [PMP Clearinghouse](#)
  - The [Data Submission Guide for Dispensers](#) provides detailed information on how to register, reporting requirements and reporting methods.
- Choose your reporting method – refer to the [Data Submission Guide for Dispensers](#) for detailed instructions on each method.
  - Secure FTP
  - Web Portal Upload
  - Manual Entry (UCF)
  - Zero Reports
- Submit controlled substance prescription data or zero report at the end of each business day. Prescription submission errors must be corrected within seven days. (Please see the [Error Correction Tip Sheet](#) or [Data Submission Guide for Dispensers](#) Section 5.3 Error Correction page 23 for details on error correction )

### Resources

- Technical Support – Submit a ticket at [Clearinghouse Support desk](#) or call 1-833-307-0309.
- If you have policy questions, contact the Montana Prescription Drug Registry at (406) 841-2240 or by email at [dlibsdmpdr@mt.gov](mailto:dlibsdmpdr@mt.gov)
- MPDR homepage: [www.mpdr.mt.gov](http://www.mpdr.mt.gov)
- MPDR Statutes and Regulations
  - [Montana Code Annotated \(MCA\) 37-7-1501 through 1515](#)
  - [Administrative Rules of Montana \(ARM\) 24.174.1701 through 1715](#)