**INSTRUCTIONS FOR CONTROLLED SUBSTANCES REGISTRATION**

****READ AND FOLLOW INSTRUCTIONS CAREFULLY****

*If you hold a non-renewed controlled substances registration, you must reinstate that registration. Do not apply for a new registration.*

*To expedite the processing of your controlled substances application, SUBMIT THE APPLICATION AND FEE WITH YOUR PROFESSIONAL APPLICATION.*

Every person who prescribes and/or stores and dispenses any controlled substances within the State of Illinois must obtain a license issued by the Department of Financial and Professional Regulation in accordance with the Illinois Controlled Substances Act.

A separate controlled substances registration is required for each place of professional practice or business where controlled substances are stored or dispensed.

1. If you do not properly complete Parts I through VII (front and back) of the application, the application will be returned to you and licensure will be delayed.

2. It is mandatory that the permanent mailing address and/or business address be a street address. P.O. boxes are not acceptable. Your Controlled Substances registration must be issued to a street address.

3. If your professional application is pending, write " pending" in Part IV. A controlled substances registration will not be issued until your professional license has been issued. A controlled substances registration will not be issued to individuals holding a temporary license.

4. You must circle the drug schedules for which you are applying in Part III.

5. You must complete and submit the CCA Form. Your application will not be processed without completion of this form.

6. Submit the $5 application fee. Make check or money order payable to the Department of Financial and Professional Regulation (IDFPR). The fee is non-refundable. Mail the completed application and fee to:

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Department of Financial and Professional Regulation
ATTN: Division of Professional Regulation
P.O. Box 7007
Springfield, Illinois 62791
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A State controlled substances registration is a prerequisite for Federal controlled substances registration. The address on your Illinois controlled substances registration must be exactly the same address as your Federal registration. For information concerning Federal registration, you must contact:

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Drug Enforcement Administration
230 South Dearborn, Suite 1200
Chicago, Illinois 60604
Telephone: 312/353-7875
Web site: www.deadiversion.usdoj.gov
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Additional application forms can be downloaded from the IDFPR Web site at www.idfpr.com.
**PART I: Application Category Information**

<table>
<thead>
<tr>
<th>1. PROFESSION NAME</th>
<th>2. PROFESSION CODE - Check applicable box</th>
<th>3. LICENSURE METHOD</th>
<th>4. FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Controlled Substances</td>
<td>□ 319 Dentist</td>
<td>□ 336 Physician</td>
<td>Registration</td>
</tr>
<tr>
<td></td>
<td>□ 316 Podiatrist</td>
<td>□ 390 Veterinarian</td>
<td></td>
</tr>
<tr>
<td></td>
<td>□ 346 Optometrist</td>
<td>□ 377 APRN-FPA</td>
<td></td>
</tr>
</tbody>
</table>

**Disclosure of your U.S. social security number, if you have one, is mandatory, in accordance with 5 Illinois Compiled Statutes 100/10-65 to obtain a license. The social security number may be provided to the Illinois Department of Public Aid to identify persons who are more than 30 days delinquent in complying with a child support order, or to the Illinois Department of Revenue to identify persons who have failed to file a tax return, pay tax, penalty or interest shown in a filed return, or to pay any final assessment or tax penalty or interest, as required by any tax Act administered by the Illinois Department of Revenue, or to other entities for verification of identification.**

**PART II: Applicant Identifying Information**

<table>
<thead>
<tr>
<th>1. NAME LAST FIRST MIDDLE</th>
<th>2. TITLE (e.g., M.D., O.D., etc.)</th>
<th>3. UNITED STATES SOCIAL SECURITY NO.</th>
<th>4. PERMANENT MAILING ADDRESS CITY STATE/COUNTRY ZIP CODE COUNTY</th>
</tr>
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<tbody>
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5. NAME OF BUSINESS AND LOCATION (STREET / CITY / STATE / ZIP CODE) WHERE DRUGS ARE STORED AND CONTROLLED SUBSTANCES REGISTRATION IS TO BE ISSUED

6. EMAIL ADDRESS (REQUIRED)

7. If you will not be storing or dispensing controlled substances, check the box below. Your license will be issued to your permanent mailing address.

- I will not be storing or dispensing controlled substances, including samples.

**PART III: Drug Schedule**

Circle the schedules for which you are applying:

<table>
<thead>
<tr>
<th>II</th>
<th>III</th>
<th>IV</th>
<th>V</th>
</tr>
</thead>
</table>

**PART IV: Professional Activity**

Practitioner--Check and complete one of the following:

- [ ] Dentist 019 - ___________________
- [ ] Optometrist 046 - ___________________
- [ ] Physician 036 - ___________________
- [ ] Podiatrist 016 - ___________________
- [ ] Veterinarian 090 - ___________________
- [ ] APN-FP 277 - ___________________
1. Have you been convicted of or pled guilty or nolo contendere to any criminal offense in any state or in federal court? Please do not give details on minor traffic charges, but do include information relating to Driving While Intoxicated (DWI) charges. If yes, attach a personal statement describing the circumstances of the conviction and certified copies of court records of your conviction including the nature of the offense, date of discharge, and a statement from the probation or parole office. In general, a criminal conviction by itself does not usually result in denial of licensure.

2. Have you been convicted of a felony? In general, a felony conviction by itself does not usually result in denial of licensure.

3. If yes, have you been issued a Certificate of Relief from Disabilities by the Prisoner Review Board? If yes, attach a copy of the certificate.

4. Do you now have any disease or condition that presently limits your ability to perform the essential functions of your profession, including any disease or condition generally regarded as chronic by the medical community, i.e., (1) mental or emotional disease or condition; (2) alcohol or other substance abuse; (3) physical disease or condition? If yes, attach a detailed statement, including an explanation whether or not you are currently under treatment.

5. Have you been denied a professional license or permit, or privilege of taking an examination, or had a professional license or permit disciplined in any way by any licensing authority in Illinois or elsewhere? If yes, attach a detailed explanation.

6. Have you ever been discharged other than honorably from the armed service or from a city, county, state or federal position? If yes, attach a detailed explanation.

7. Has your authority to prescribe or dispense controlled substances granted by either the U.S. Drug Enforcement Administration (DEA) or any state/territory of the U.S. (including Illinois) ever been voluntarily or involuntarily reduced, limited, placed on probation, relinquished, denied, revoked or suspended or otherwise disciplined? You must answer yes if any of the above actions are currently pending or if you have withdrawn or failed to proceed with an application for any controlled substances license. If yes, attach a separate sheet with complete and accurate explanation and certified documentation from the appropriate entity regarding the action.

PART VI: Child Support Information (every applicant is required by law to respond to the following questions)

1. In accordance with 5 Illinois Compiled Statutes 100/10-65(c), applications for renewal of a license or a new license shall include the applicant's Social Security number, and the licensee shall certify, under penalty of perjury, that he or she is not more than 30 days delinquent in complying with a child support order. Failure to certify shall result in disciplinary action, and making a false statement may subject the licensee to contempt of court.

Are you more than 30 days delinquent in complying with a child support order? (NOTE: If you are not subject to a child support order, answer "no.")

   Yes [ ]  No [ ]

PART VII: Certifying Statement

I hereby apply for an Illinois Controlled Substances Registration in accordance with the Illinois Controlled Substances Act. I certify that I have answered all questions on this application to the best of my knowledge.

Date of Application __________________________ Signature of Applicant __________________________

I UNDERSTAND THAT FEES ARE NOT REFUNDABLE. My signature above authorizes the Department of Financial and Professional Regulation to reduce the amount of this check if the amount submitted is not correct. I understand this will be done only if the amount submitted is greater than the required fee hereunder, but in no event shall such reduction be made in an amount greater than $50.

Application must be completed in its entirety.
If not completed, it will be returned to the address noted on front of application.
IMPORTANT NOTICE: Completion of this form is necessary to accomplish the requirements outlined in 225 of the Illinois Compiled Statutes. Disclosure of this information is VOLUNTARY. However, failure to comply may result in this form not being processed.

HEALTH CARE WORKERS CHARGED WITH OR CONVICTED OF CRIMINAL ACTS

1. NAME LAST FIRST MIDDLE

2. ADDRESS STREET, CITY, STATE, ZIP CODE

3. PROFESSIONAL LICENSE NUMBER (if any)

4. SOCIAL SECURITY NUMBER

Pursuant to 20ILCS 2105-165(a), the Department requires the following professionals to disclose information regarding convictions pertaining to certain offenses. Please check applicable profession.

☐ Acupuncturists
☐ Advanced Practice Registered Nurses
☐ Advanced Practice Registered Nurse - Full Practice Authority
☐ Athletic Trainers
☐ Audiologists
☐ Clinical Psychologists
☐ Clinical Social Workers
☐ Dental Hygienists
☐ Dentists
☐ Genetic Counselors
☐ Licensed Clinical Professional Counselors
☐ Licensed Practical Nurses
☐ Licensed Social Workers
☐ Marriage and Family Therapists
☐ Medication Aide
☐ Naprapaths
☐ Nursing Home Administrators
☐ Occupational Therapists
☐ Occupational Therapy Assistants
☐ Optometrists
☐ Orthotists
☐ Pedorthists
☐ Pharmacists
☐ Physical Therapists
☐ Physical Therapy Assistants
☐ Physicians, including Medical Doctors (M.D.), Doctors of Osteopathic Medicine (D.O.), and Chiropractic Physicians (D.C.)
☐ Physician Assistants
☐ Podiatrists
☐ Professional Counselors
☐ Prosthetists
☐ Registered Nurses
☐ Registered Surgical Assistants
☐ Registered Surgical Technologists
☐ Respiratory Care Practitioners
☐ Speech Pathologists

Any other license issued by the Department under the Acts listed in this Section and the Controlled Substances Act [740 ILCS 40], except for pharmacy technicians, issued to a person subject to the Code and this Part.

In order for your application to be evaluated, you must respond to each of the following questions:

1) Are you currently charged with or have you been convicted of a criminal act that requires registration under the Sex Offender Registration Act? *

2) Are you currently charged with or have you been convicted of a criminal battery against any patient in the course of patient care or treatment, including any offense based on sexual conduct or sexual penetration?

3) Are you required, as part of a criminal sentence, to register under the Sex Offender Registration Act? *

4) Are you currently charged with or have you been convicted of a forcible felony? *

If YES to any of the above, attach a certified copy of the court records regarding your conviction, the nature of the offense and date of discharge, if applicable, as well as a statement from the probation or parole office.

Certification Statement

Under penalties of perjury, I declare that I have examined this Form and all supporting documents and/or information submitted by me in connection therewith, and to the best of my knowledge, they are true, correct, and complete.

Signature of Applicant __________________________ Email __________________________ Date __________
*** DEFINITIONS

730 ILCS 150 et. seq.—Acts that require Sex Offender Registration:
(B) As used in this Article, “sex offense” means:
   (1) A violation of any of the following Sections of the Criminal Code of 1961:
      11-20.1 (child pornography),
      11-20.3 (aggravated child pornography),
      11-6 (indecent solicitation of a child),
      11-9.1 (sexual exploitation of a child),
      11-9.2 (custodial sexual misconduct),
      11-9.5 (sexual misconduct with a person with a disability),
      11-15.1 (soliciting for a juvenile prostitute),
      11-18.1 (patronizing a juvenile prostitute),
      11-17.1 (keeping a place of juvenile prostitution),
      11-19.1 (juvenile pimping),
      11-19.2 (exploitation of a child),
      11-25 (grooming),
      11-26 (traveling to meet a minor),
      12-13 (criminal sexual assault),
      12-14 (aggravated criminal sexual assault),
      12-14.1 (predatory criminal sexual assault of a child),
      12-15 (criminal sexual abuse),
      12-16 (aggravated criminal sexual abuse),
      12-33 (ritualized abuse of a child).
   (1.6) First degree murder under Section 9-1 of the Criminal Code of 1961, when the victim was a person under 18 years of age and the defendant was at least 17 years of age at the time of the commission of the offense, provided the offense was sexually motivated as defined in Section 10 of the Sex Offender Management Board Act, and the offense was committed on or after January 1, 1996:
      10-1 (kidnapping),
      10-2 (aggravated kidnapping),
      10-3 (unlawful restraint),
      10-3.1 (aggravated unlawful restraint).
   (1.7) (Blank).
   (1.8) A violation or attempted violation of Section 11-11 (sexual relations within families) of the Criminal Code of 1961, and the offense was committed on or after June 1, 1997.
   (1.9) Child abduction under paragraph (10) of subsection (b) of Section 105 of the Criminal Code of 1961 committed by luring or attempting to lure a child under the age of 16 into a motor vehicle, building, house trailer, or dwelling place without the consent of the parent or lawful custodian of the child for other than a lawful purpose and the offense was committed on or after January 1, 1998, provided the offense was sexually motivated as defined in Section 10 of the Sex Offender Management Board Act.
   (1.10) A violation or attempted violation of any of the following Sections of the Criminal Code of 1961 when the offense was committed on or after July 1, 1999:
      10-4 (forcible detention, if the victim is under 18 years of age), provided the offense was sexually motivated as defined in Section 10 of the Sex Offender Management Board Act,
      11-6.5 (indecent solicitation of an adult),
      11-15 (soliciting for a prostitute, if the victim is under 18 years of age),
      11-16 (pandering, if the victim is under 18 years of age),
      11-18 (patronizing a prostitute, if the victim is under 18 years of age),
      11-19 (pimping, if the victim is under 18 years of age).
   (1.11) A violation or attempted violation of any of the following Sections of the Criminal Code of 1961 when the offense was committed on or after August 22, 2002:
      11-9 (public indecency for a third or subsequent conviction).
   (1.12) A violation or attempted violation of Section 5.1 of the Wrongs to Children Act (permitting sexual abuse) when the offense was committed on or after August 22, 2002.
   (2) A violation of any former law of this State substantially equivalent to any offense listed in subsection (B) of this Section.
   (C) A conviction for an offense of federal law, Uniform Code of Military Justice, or the law of another state or a foreign country that is substantially equivalent to any offense listed in subsections (B), (C), (E), and (E5) of this Section shall constitute a conviction for the purpose of this Article.
A “forcible felony”, for the purposes of Section 2105-165 of the Code (section numbers are from the Criminal Code of 1961 [720 ILCS 5]) and 68 Illinois Administrative Code 1130.120 is one or more of the following offenses:

a) First Degree Murder (Section 9-1);
b) Intentional Homicide of an Unborn Child (Section 9-1.2);
c) Second Degree Murder (Section 9-2);
d) Voluntary Manslaughter of an Unborn Child (Section 9-2.1);
e) Drug-induced Homicide (Section 9-3.3);
f) Kidnapping (Section 10-1);
g) Aggravated Kidnapping (Section 10-2);
h) Unlawful Restraint (Section 10-3);
i) Aggravated Unlawful Restraint (Section 10-3.1);
j) Forcible Detention (Section 10-4);
k) Involuntary Servitude (Section 10-9(b));
l) Involuntary Sexual Servitude of a Minor (Section 10-9(c));
m) Trafficking in Persons (Section 10-9(d));
n) Criminal Sexual Assault (Section 11-1.20);
o) Aggravated Criminal Sexual Assault (Section 11-1.30);
p) Predatory Criminal Sexual Assault of a Child (Section 11-1.40);
q) Criminal Sexual Abuse (Section 11-1.50);
r) Aggravated Criminal Sexual Abuse (Section 11-1.60);
s) Aggravated Battery (Section 12-3.05);
t) Compelling Organization Membership of Persons (Section 12-6.5);
u) Compelling Confession or Information by Force or Threat (Section 12-7);
v) Home Invasion (Section 12-11);
w) Robbery (Section 18-1);
x) Armed Robbery (Section 18-2);
y) Vehicular Hijacking (Section 18-3);
z) Aggravated Vehicular Hijacking (Section 18-4);
aa) Aggravated Robbery (Section 18-5);
bb) Terrorism (Section 29D-14.9);
cc) Causing a Catastrophe (Section 29D-15.1);
dd) Possession of a Deadly Substance (Section 29D-15.2);
ee) Making a Terrorist Threat (Section 29D-20);
f) Falsely Making a Terrorist Threat (Section 29D-25);
gg) Material Support for Terrorism (Section 29D-29.9);
hh) Hindering Prosecution of Terrorism (Section 29D-35);
ii) Boarding or Attempting to Board an Aircraft with Weapon (Section 29D-35.1);
jj) Armed Violence (Section 33A-2); and
kk) Attempt (Section 8-4) of any of the above specified offenses.