1. Visit https://www.sublocadermscc.com/#Public
2. Create a Sublocade Risk Evaluation and Mitigation Strategy (REMS) Program account by filling out the following fields for name, email and phone. Once completed click “SUBMIT”.

3. Once submitted you will see the “Create Account Submitted Successfully” screen.
4. Check your email. You will receive an email from Sublocade REMS with a temporary password for your first time log-in. Once you receive your temporary password, visit the Sublocade Risk Evaluation and Mitigation Strategy (REMS) Program log-in screen. Click “Login” and enter your email and temporary password. Upon your initial log in, you will be prompted to immediately change your temporary password for security reasons. Password requirements are located below.

5. Fill out Authorized Representative Intake screen fields for name, credentials, phone number, email, and fax number. Click “Email” or “Fax” as your preferred method of communication. Click the “NEXT” when complete.
6. Review the Authorized Representative Attestation. Click “CONTINUE TO SIGN” to provide your signature electronically.

7. Review the terms and conditions. Click “I have read and agree to the terms and conditions” indicating your agreement to receive and sign this document electronically. Click “Start Signing” when you are ready to sign.
8. Sign and date the document. Ensure the following fields for the authorized representative credentials, name, email address or fax number, preferred method of communication are correct prior to signing. Please sign with your mouse. This is legally equivalent to signing with a pen on paper. Click “Continue” after signing.

9. Continue to review, sign, and date the document. Please sign with your mouse. This is legally equivalent to signing with a pen on paper. Click “Continue” after signing.
10. Authorized Representative Confirmation screen. Click “Continue to Healthcare Setting/Pharmacy intake”

11. Fill out Healthcare Setting/Pharmacy DEA Number on the Healthcare Setting/Pharmacy Intake screen. Enter the Facility DEA number, NOT provider DEA. Click “Continue”.
12. “DEA Active Address Result” screen. Review that the address, city, state, zip are correct and click “CONFIRM”.

13. On the Healthcare Setting/Pharmacy DEA Number screen enter the Facility DEA number, NOT provider DEA. Select Setting type (Healthcare Setting or Pharmacy) and then pick from the setting from the drop-down menu. Fill out the following fields for healthcare setting/pharmacy name, primary point of contact (if person is not the authorized representative), address, city, state, zip, phone number, email and fax number. Click “CONTINUE”.
14. Review the Healthcare Setting/Pharmacy Confirmation screen. Please note when multiple DEA numbers are associated with a single Healthcare Setting/Pharmacy, the Authorized Representative for the Healthcare Setting/Pharmacy must individually certify each DEA registrant associated with the single Healthcare Setting/Pharmacy. If needed click on “Add Another Healthcare Setting/Pharmacy” otherwise your application is complete.

15. Check your email. You will receive a Certification ID. If you have any questions, please contact the SUBLOCADE REMS Program Monday through Friday, 8:00 AM to 8:00 PM ET at 1-866-258-3905

16. Sublocade will send the information to McKesson that your registration is complete. Within 3 days your account should be updated to allow for ordering.