

August 19, 2016

To: LNPPs

Fr: Lynn Gallagher, Cabinet Secretary

Re: MCP applications and enrollment cards

The Department of Health (the “Department”) is extending enrollment periods by up to 60 days for medical cannabis patients whose cards expire between June 15 and December 31, 2016. The enrollment periods for these patients will be extended automatically, prior to approval of their renewal application. We have alerted state and local law enforcement about this temporary change. **This extension is not applicable to patients whose cards have already been renewed.**

Over the past week, the Department has worked with BioTrack to extend the enrollment periods of patients whose cards expire between June 15 and December 31, 2016. This change within the BioTrack system will enable patients to purchase medical cannabis from licensed producers within the date set in the BioTrack system.

As you know, the Department has experienced a significant increase in the number of people applying to the medical cannabis program. This increase has created a delay in issuing Patient Registry i.d. cards resulting in some i.d. cards expiring while their renewal application is pending. The Department is expanding capacity within the Program in order to meet this new, unanticipated demand and working to improve the processing time of applications being submitted to the Program. Currently, the Department is taking about 42 days to process applications which is only about one week beyond the normal 35 days to process patient applications. However, the Department is implementing this temporary change in an abundance of caution, to ensure that patients’ enrollments in the Program do not lapse while applications are being processed.

We are asking that you remind patients of the importance of getting their completed applications to the program 60 days prior to the expiration of their registry cards. We also welcome your help in ensuring positive patient outcomes by working with your customers when they need assistance in filling out their renewal applications and contacting the Program for additional information regarding the renewal requirements.

We appreciate your commitment to helping medical cannabis patients in New Mexico.

**Please share this letter and the information on the next page with patients.**

Sincerely,



**OFFICE OF THE SECRETARY**

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## **MEDICAL CANNABIS PATIENT INFORMATION**

1. Patients should submit their renewal applications 60 days prior to the expiration of their registry cards. We process applications in the order they are received.
2. If you're unsure of when your card expires, please look at your patient enrollment card. The expiration date is listed on it. Also, talk with the Licensed Non-Profit Producer (LNPP) where you purchase medicine. They can assist you and let you know when your card will expire.
3. Make sure your application is complete and that you are submitting all required information. The application comes with a checklist to help you.
4. Please provide your correct mailing address.
5. Incomplete applications cannot be processed and will result in a delay in processing.
6. Attach all necessary notes or items identified by your doctor.
7. The medical certification form can be completed by any medical provider licensed to prescribe medication. The Department recommends checking with your regular medical provider to see if they can fill out the medical certification.