INSPECT User Guide

- Follow the steps in this guide to learn how to use the INSPECT Program.
After signing up for INSPECT

- After completing the online registration, practitioners will be issued a User ID and Password via email and will be able to access the INSPECT system.

- Practitioners can submit and view patient reports and alerts on suspects and/or dangerous/suspicious activities.
Go to [www.in.gov/inspect](http://www.in.gov/inspect)

2. Click on the link that says “PMP WebCenter”
How to Use INSPECT

1. Log in to INSPECT system
   a) Type your user name and password, then click Login
How to Use INSPECT

2. Click Requests, then
   a) Click Submit
3. Do the following:
- Type DOB,
- Type first name,
- Type last name,
- Select date range.
- Click certify authorization
- Click Submit
4. Do the following:

- Click the Patient Rx History Report.XLS, one time
John Doe

Search Criteria: (Last Name = 'Doe' And First Name = 'John') And D.O.B. = '01/23/1978' And Address = '1515 W. Dummy Blvd' And Zip = '49191' And State = 'IN' and Request Period = '1/18/2007 12:00:00AM' to '1/17/2008 12:00:00AM'

Prescriptions

<table>
<thead>
<tr>
<th>Fill Date</th>
<th>Product, Str, Form</th>
<th>Qty</th>
<th>Days Pt ID</th>
<th>Prescriber</th>
<th>Written</th>
<th>Rx #</th>
<th>N/R</th>
<th>Pharm</th>
</tr>
</thead>
<tbody>
<tr>
<td>7/30/2007</td>
<td>OXOCODONE AND ACETAMINOPHEN TABLETS 325 MG, 5 MG TABLET</td>
<td>30</td>
<td>0493</td>
<td>SUT WI</td>
<td>7/30/2007</td>
<td>0289908</td>
<td>N</td>
<td>1515204</td>
</tr>
<tr>
<td>6/21/2007</td>
<td>HYDROCODONE BITARTRATE AND ACETAMINOPHEN TABLETS 500 MG, 7.5 MG TABLET</td>
<td>120</td>
<td>4715</td>
<td>SUT WI</td>
<td>6/18/2007</td>
<td>7015683</td>
<td>N</td>
<td>2905632</td>
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<tr>
<td>3/14/2007</td>
<td>HYDROCODONE BITARTRATE AND ACETAMINOPHEN TABLETS 500 MG, 7.5 MG TABLET; TABLET, COATED</td>
<td>90</td>
<td>4715</td>
<td>GRI JO</td>
<td>3/14/2007</td>
<td>0260873</td>
<td>N</td>
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<td>2/12/2007</td>
<td>0254479</td>
<td>N</td>
<td>1515204</td>
</tr>
</tbody>
</table>

N/R: N=New R=Refill
Pay: I=Insurance C=Cash M1=Medicare M2=Medicaid WC=Workers Comp CL=Commercial PBM=Insurance U=Unknown

Prescribers for prescriptions listed
GRI JO  JOSEPH GRIMSMED O, MD; TRI-LEVEL SURGEONS, 222 LAKE DRIVE, CROSSROADS, IN 49999
SUT WI  WILHELM SUTTER, MD; 999 MAIN STREET, MIDDLE AMERICA, IN 47777

Pharmacies that dispensed prescriptions listed
1515204  CVS PHARMACY #6256; 616 E 4TH STREET, MOUNT VERNON IN 47620, PHONE 8128385089
2905632  MEDCO HEALTH SOLUTIONS OF LAS VEGAS, INC. NR; 6225 ANNIE OAKLEY DRIVE, LAS VEGAS NV 89120, PHONE 7024368800

Patients that match search criteria
493  John Doe, DOB 01/23/1978; 1515 W. Dummy Blvd 49191
4715  Johnny Doe, DOB 01/22/1978; 1515 Dummy St 49191

Disclaimer: The State of Indiana does not warrant the above information to be accurate or complete. The Report is based on the search criteria entered and the data entered by the
Policies for Users

- **General Use**
  - All information provided only through web application – Internet access required.
  - No information provided by phone, fax, or personal inquiry.
  - No information provided without an account.
  - Password updates only sent to email address associated with account.
  - State employees may only access INSPECT information as it relates to solving technical system issues.
Policies for Users

- Practitioners, or designee
  - May only run reports on current patients, no one else.
  - May assign a delegate to run reports, however, the practitioner remains liable for all activities on their accounts – no exceptions.
  - May interact and discuss information with other practitioners ID’d in the INSPECT Report.
  - May not give or send the INSPECT Report to anyone else – especially the patient.
  - Are required to verify information in the INSPECT report before they assume patient guilt.
  - May open themselves to legal liability if they decide to interact with law enforcement when dealing with verified patient issues.
  - Should follow their corporate policy in dealing with patient issues.
Policies for Users

- **Law Enforcement**
  - May only run reports on suspects in current cases, and must have a current case number.
  - May NEVER run reports on anyone else – **NO INFORMATION FISHING EXPEDITIONS.**
  - May not give, or send the INSPECT Report to anyone else – especially the patient.
  - Are required to verify information in the INSPECT report before they assume suspect guilt.
  - Should only use the INSPECT Report as a tool to build a case.
  - Should not use the INSPECT report as evidence for court.
INSPECT Contact Information

- Website: http://www.in.gov/INSPECT
- INSPECT Login URL: https://extranet.pla.in.gov/pmpwebcenter
- Helpdesk E-mail: inspect@pla.in.gov
- Helpdesk Phone: 317-234-4458
Prescription Drug Monitoring Programs from other States

- Kentucky:  [http://chfs.ky.gov/oig/KASPER.htm](http://chfs.ky.gov/oig/KASPER.htm)
- Ohio:  [http://www.ohiopmp.gov](http://www.ohiopmp.gov)
- Illinois:  [https://www.ilpmp.org/](https://www.ilpmp.org/)
- Michigan:  [http://www.michigan.gov/mdch/0,1607,7-132-27417_27648---,00.html](http://www.michigan.gov/mdch/0,1607,7-132-27417_27648---,00.html)
End of Training

Thank You