

MICHIGAN CONTROLLED SUBSTANCE FACILITY LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a controlled substance facility license.)

APPLICATION AND FEES

- Online Application For a Controlled Substance License - Complete all fields, answer all questions and upload any supporting documentation.
- Online application can be completed by visiting www.michigan.gov/miplus, select **MiPlus Login**, select **“Modification”** next to your license number and then select **“Controlled Substance Application.”**

- Application Fee for Controlled Substance License (Application fee + 2-year license fee): (Must be paid by Visa, Mastercard, or Discover credit or debit card.):

The controlled substance license runs concurrently with your facility license. The appropriate fee will be applied based on the next expiration date of your facility license.

0-12 months – \$91.90

13-24 months – \$173.00

The following professions are eligible for a controlled substance facility license:

- Pharmacies
- Manufacturers
- Wholesale Distributors

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- A controlled substance license is required for every facility that manufactures, distributes, or dispenses any controlled substance in Michigan as provided in Article 7 of the Public Health Code, PA 368 of 1978, as amended. The controlled substance license must be for the same physical address as the facility license. **Controlled substance licenses expire on the same date as the facility license and must be renewed for the same length of time.**
- Criminal/Disciplinary History Questions – Criminal conviction and/or disciplinary documentation will be required if you answer “yes” to either question.

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ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE

- A controlled substance license may not be relicensed. You may apply for a new controlled substance license when applying for relicensure of your facility license. If only your controlled substance license has lapsed, you may apply for a new controlled substance license by visiting www.michigan.gov/miplus, select **MiPlus Login**, select “**Modification**” next to your license number and then select “**Controlled Substance Application.**”

RENEWAL REQUIREMENTS CHECKLIST

- Your controlled substance license may only be renewed in conjunction with your facility license. This application can be completed by visiting www.michigan.gov/miplus. If you do not wish to renew your controlled substance license, you must uncheck the “renew cs” box next to the license you do not wish to renew on the renewal application.
- Controlled Substance Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card: \$162.20)
- Renewal Cycle: 2 years

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the pharmacy link you can access the following helpful resources and forms:
 - Resources:
 - Public Health Code
 - Administrative Rules for Pharmacy