Reference Guide
Patient Registry: Reset Password

If you forgot your password or have been locked out of your account, you may reset your password in 3 easy steps:

STEP 1: LOCATE REGISTRY LOGIN

1. Go onto the Office of Medical Cannabis’ Webpage: www.mn.gov/medicalcannabis

2. Select “Registry Login/Create Account” as shown in the red box below.
3. Select “Log in to the Minnesota Medical Cannabis Registry” link in the bottom of the screen, as displayed in the red box below.

4. Select “Login,” at the top right corner of the page, to continue.
STEP 2: RESET YOUR PASSWORD

1. In the following screen, select “Forgot Your Password?” as shown below in red.

![Login Screen]

2. Type in the email address that you used for your patient account. Click “Reset Password” to continue.
3. Type in your security answers in the fields and click on “Submit.” Security answers are case sensitive.

4. In the next screen, the system will notify you about this reset with the message below. The registry will also generate an email notification to your email address in the registry. If you are not seeing the email, check your spam folder.
STEP 3: OBTAIN YOUR PASSWORD RESET LINK FROM EMAIL

1. Login to your email account and open the email with subject line: MCR Password Reset. Click on “Click here to reset your password” in the email content as displayed by red arrow. (If you are not seeing the email, check your spam folder.)

2. Create a new password. Type in your new password in the bottom 2 fields. Click “Submit” to continue.
4. Once submitted, the system will update you with the following message below on the next screen. You may logout of your account when done.

![Your new password has been successfully set]

**Medical Cannabis Registry Enrollment Process**

Registration involves the following steps:

- **Step 1:** The patient visits his/her health care practitioner.
- **Step 2:** The patient’s health care practitioner enrolls in the Medical Cannabis Registry and certifies that the patient has a qualifying medical condition.
- **Step 3:** The patient gets an email with a link to the enrollment application. If the patient has a caregiver, the caregiver will need to complete an application and pass a background check.
- **Step 4:** The patient (and caregiver, if applicable) will be notified by the Office of Medical Cannabis once the application is approved.