DEA Registration

Every physician who administers, prescribes, or dispenses any controlled substance must be registered with the federal Drug Enforcement Administration (DEA). As a resident working within your program, you are covered under the registration of your training hospital or institution. When you complete your training, you must obtain your own individual DEA registration. You will also need your own registration if you plan to moonlight outside of your program while still a resident.

Applying for Your DEA Registration

Apply Online
To apply online go to www.deadiversion.usdoj.gov. When applying online, make note of the Registration ID number. After waiting three business days, you can call 800.882.9539 to edit your online application or to find out if your application has been approved, issued, or renewed. You will need the Registration ID number to check the status.

When you first apply for a DEA registration, you must hold an active license in the state where you are going to practice, or you must have a license pending in that state. If the state requires its own controlled substance permit (about half of them do), you must also obtain this, or apply for it, before seeking federal DEA registration or renewal.

Renewing Your DEA Registration
DEA Registration is valid for three years. Approximately 60 days prior to the expiration of your DEA registration, a renewal packet will be sent to you at the address indicated on your current registration. Remember these tips to help your renewal go smoothly:

Whenever you move, you must submit a change of address to the DEA. This can be done by calling the DEA at 800.882.9539 and following the steps outlined in the menu for address changes. The post office cannot forward your DEA renewal packet. If you applied for an individual DEA registration while you were an intern or resident, the renewal packet will be sent to the address you used on the registration application. Don’t forget to inform the DEA of any move after completing your training program.

If you do not have a business address, the DEA number can only be tied to your home address for 60 days. Then the address must be changed to a business address.

When you receive your renewal packet, make sure you complete the packet and return it quickly to allow time for processing. Remember that it takes four to six weeks (online) and eight to twelve weeks (by mail)—and sometimes more—for the DEA to process your renewal. There is no grace period on renewing your DEA registration. If it expires before you receive your renewal, you may not administer, dispense, or prescribe controlled substances in the meantime.

The current fee is $731. If you fail to send the right amount, the DEA will return your renewal packet unprocessed.

DEA Registration and Locum Tenens Work
The DEA's policy regarding locum tenens or contract activities by a physician states that an individual physician may use his or her DEA registration number issued for a given location at other locations, including across state lines, under the following conditions:

1. The DEA registration number is used in the course of activities carried out on behalf of another DEA registrant, either a practitioner or facility, such as a hospital, at their registered location.
2. The necessary licenses for medical practice and handling of controlled substances have been obtained from the jurisdiction(s) in which the activities will be carried out.

3. The activities are temporary in nature.

**Change of Address Forms and Renewals Can Also Be Found Online**

At any time, you can go to the “duplicate certificate link” online and check to see if your DEA registration has been renewed. You will need your DEA number and can then print a copy of the page to use while waiting for your renewal to be sent.

---

**Apply for Your DEA Registration Online at**

[www.deadiversion.usdoj.gov](http://www.deadiversion.usdoj.gov)

**After Applying, You May Call 800.882.9539**