



## Process Overview

### Register as a Caregiver

#### Step 1: Submit Application

- Caregivers **must** be at least the 21 years of age
- A valid, accessible email account
- Full 9-digit Social Security Number
- An electronic copy of a valid government-issued photo ID
- Electronic copy of a clear, recent photo on a white or off white background
- Create an account at **onestop.md.gov** and verify email address
- Complete the Caregiver Registration
- An email will be sent after MCA has reviewed the application indicating whether or not the application has been approved
- Upon approval, a Caregiver registration is valid for **two** years
- There is No fee to apply

#### Step 2: Adding a Caregiver

- Upon approval, the Caregiver must notify the patient to be added as a Caregiver
- The patient is responsible for logging into their Onestop account to add or remove a Caregiver
- Refer to Quick Reference: **Designate a Patient or Caregiver** for instructions on how to add a Caregiver

#### Step 3: Purchase ID Card

- An ID card is **required** for a caregiver to purchase or transport medical cannabis for a registered patient
- Upon approval, Caregiver must login to their Onestop account and order a ID Card
- A registered caregiver cannot request an ID card until being designated as a caregiver for a registered patient who has a valid written certification from a registered provider
- Caregiver ID card fee: \$25
- Navigate to **onestop.md.gov** and select "**Login**".
  1. Once you're logged in, select "**My Dashboard**".
  2. Under "**My Licenses, Permits, and Registrations**" click on your MCA registration ID number
  3. From the License Information page, click on the green "**Order an ID card**" button (top right)
  4. Select the box - "**Order an ID card for the first time**" then Click **Submit**
  5. Click on **Submit & Pay** and complete payment

#### Step 4: Visit Dispensary

A Caregiver must have a valid registration and obtained an ID Card from MCA to able to purchase medical cannabis for a patient from a licensed Maryland dispensary and transport it

**Please note:** All patients should be registered with MCA with a valid written certification.