



Cloud OTP User Guide

Providers may now use the cloud OTP (One Time Passcode) as a method to receive the OTP when sending a controlled substance. The Cloud OTP uses the Verizon app to more quickly send the OTP with the prescription being transmitted.

Benefits:

The cloud OTP is sent electronically with the prescriptions without the provider needing to type in the passcode. The provider must still type in the **password**, but the cloud OTP is sent electronically through the cloud and will avoid mistypes.

Requirements:

In order to use this method, the provider must have the Verizon app both installed on their phone and tied to their Verizon profile. (If the provider is currently using the Verizon app and typing in the OTP, nothing further action is needed to use the cloud OTP.)

Instructions:

How to use when sending a controlled substance:

Once the medication is written and ready to be sent, the provider types in their password and clicks Continue:

Schedule Drug Transmission JB0614200

One-Time Passcode (OTP) Required.

Please enter your username and password to get a list of your OTP devices.

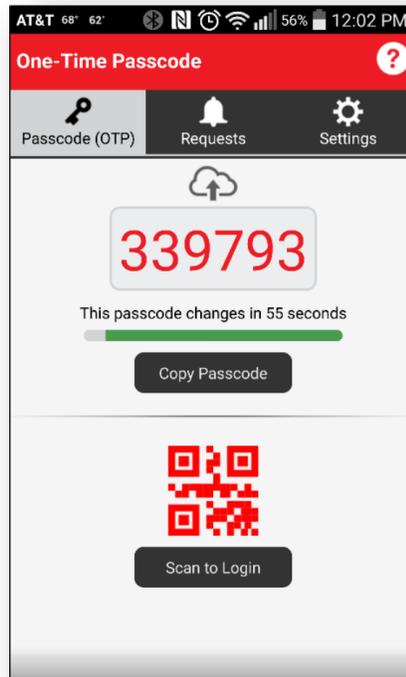
Username

Password

ENV: INT ETG: a58df660-8046-4569-86e3-0110d29550f8 ST: 0

Jake Brooks **DEA: JB0614200** NPI: 1780764472 234 Any Street Longview TX 75604

The provider will then tap the app on their phone to open the app and display the OTP:



Android version of app shown above. iPhone app looks different but functions in the same way.

The provider does NOT change the drop down to indicate the OTP is coming from the app.

Schedule Drug Transmission JB0614200 ▾

One-Time Passcode (OTP) Required.

Please select the device where you would like to receive the One-Time Passcode.

Username jakebrooks

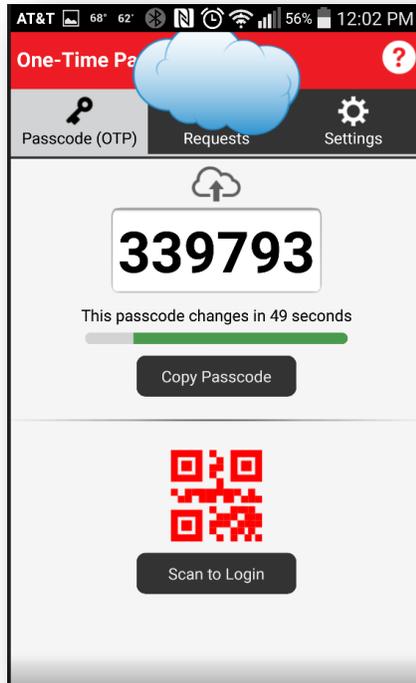
Choose Method ▾ Text Me

One Time Password

ENV: INT ETG: baf333c2-2a55-4554-aae2-f27afe1957a8 ST: 0

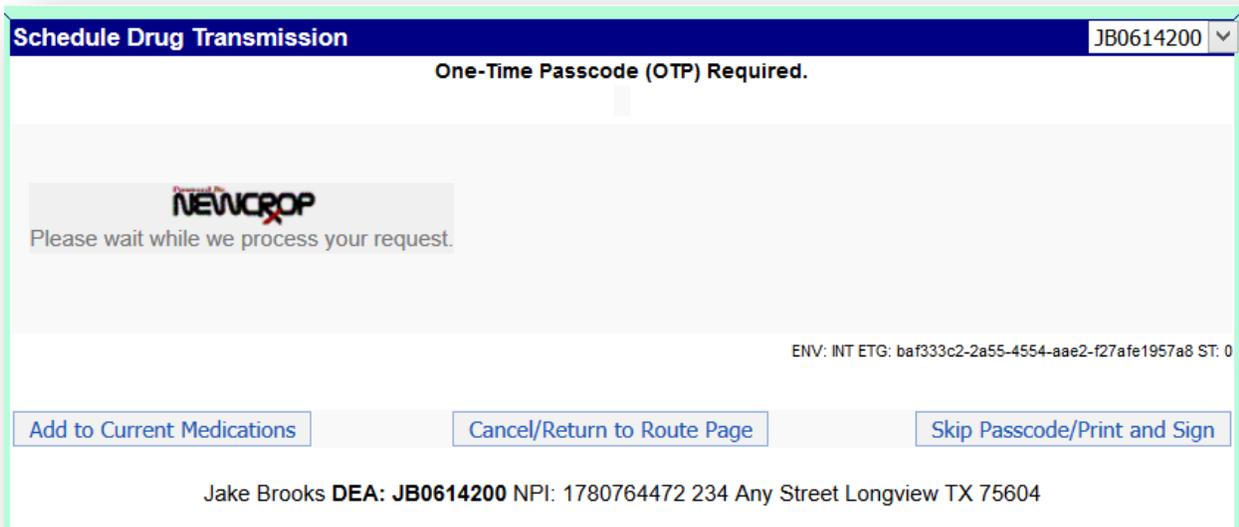
Jake Brooks **DEA: JB0614200** NPI: 1780764472 234 Any Street Longview TX 75604

The OTP is sent electronically through the cloud once the provider puts their finger on the code and pushes up towards the cloud. The numbers will change to a darker, bolder font and the cloud will appear which indicates that the OTP is being sent:



The provider must stay on this screen until the transmission is accepted:

IF THE PROVIDER MOVES PAST THIS SCREEN UNTIL THE TRANSMISSION IS ACCEPTED, THE RX WILL NOT BE SENT.



Once the transmission is accepted, the provider will see the receipt page which indicates that the prescription was sent:

Ambien 5 mg tablet 1 tablet by mouth daily #30 Refills: 0

zolpidem tartrate (Ambien)	Full Prescribing Information	
Terms of Service	Select Medications in PDR Therapeutic Class	

Prescription(s) [Print](#)

System: NewCrop, LLC
This is # 5 for Monday, December 07, 2015 and # 87 year-to-date.
Transmitted to: Test000 Pharmacy Store 10.6 6000 E. Broadway Bloomington, MN 55425 Phone: 9523337777 at 12:20 PM Central Time
Monday, December 07, 2015

Jake Brooks MD
License: 05301973 DEA: JB0614200 NPI: 1780764472
EPCS Location 1
234 Any Street Longview, TX 75604
Phone: 903-555-1211 Fax: 903-663-5554

PATIENT: Mr. Howard Plower Gender: Male DOB: 10/18/1923 DAY TEL: 2159886723
76 Deerlake Rd Philadelphia, PA 19103 MRN: EVENING: 4137762738

DRUG	SIG	Dispense	REFILLS	Brand	Medically Necessary
Ambien 5 mg tablet	1 tablet by mouth daily	30 (thirty) Tablet	0		No

Processed by: Jake Brooks MD - 903-663-1211
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How to use when logging into the Verizon profile manager:

The provider goes to the Verizon UIS Profile Manager page:

<https://universalid.verizon.com/uid/index.php/slogin/profile/NCRP>

The provider types in their Verizon username and password and clicks Login:

verizon

Manage Your Profile

Universal ID Profile Manager provides a secure electronic environment where individuals and organizations can manage their profiles.

Enter your credentials to login.

Username:

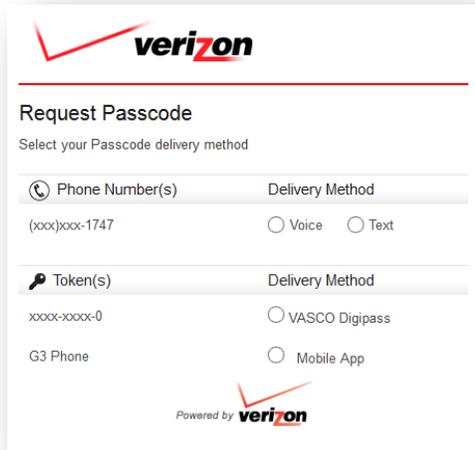
Password:

Login

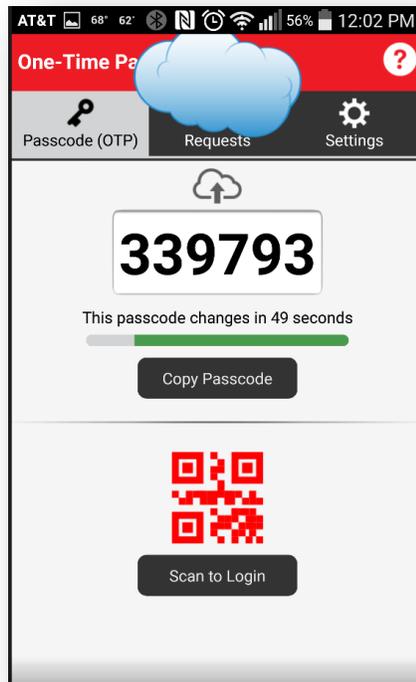
[Forgot Password?](#)

Powered by **verizon**

The provider does NOT need to indicate any method to receive the OTP.



The provider taps on the Verizon app to open. Once open, place the finger on the code and swipe up towards the cloud. The numbers will change to a darker, bolder font and the cloud will appear which indicates that the OTP is being sent:



The provider will then be logged into the Verizon UIS Profile Manager:

