Request for Fee Exemption - DEA Registration

Do I Qualify?
If you are a GME resident that will utilize your personal DEA number only within the scope of your training program, and will not utilize it for external moonlighting purposes, you are eligible for a fee exemption for your DEA registration. An exempt fee DEA is only valid at the exempting institution and any affiliate hospital or clinic rotations within the scope of your training. An exempt fee DEA is not valid for moonlighting purposes outside of UAB Medicine facilities.

How Do I Receive the Fee Exemption?
1. Read and sign the attestation statement below and have your Program Director and the Chair of your department sign. Submit to the GME Office (Jefferson Tower, Room 136).
2. Your request will be reviewed. If approved, your request will be signed by University Hospital Designated Certifying Officer and returned to you.
3. After you receive approval, complete your DEA application on line at the DEA website http://www.deadiversion.usdoj.gov
4. When you receive your DEA certificate, please provide a copy to the GME Office.

How Do I Change from a Fee Exempt to a Paid Status DEA?
An exempt fee DEA is only valid at the exempting institution and any affiliate hospital rotations within the scope of training. If a resident decides to moonlight, he/she needs to obtain a paid status DEA:
1. Download and complete a change of address form from the DEA website http://www.deadiversion.usdoj.gov
2. Write a letter requesting paid status and include your DEA#
3. Mail payment, letter, and address change form to US Department of Justice, Drug Enforcement Administration, P.O. Box 28083, Washington, D.C. 20038-8083

Attestation Statement for Resident Requesting DEA Registration Fee Exemption
Graduate Medical Education Policy (V.M) on Controlled Substances Permit/DEA Number is printed on the back of this page.

By signing this request, I attest that I am aware of the GME policy on controlled substances and DEA certificates. If I obtain my DEA number fee exempt, I am aware that I can only prescribe controlled substances for the patients under my care at UAB Hospital and affiliated hospitals and clinics in the scope of my training. If my status changes, I will notify the GME Office immediately and change my DEA from a fee exempt to a paid status DEA.

By signing this request, I understand that Section 843(a)(4)(A) of Title 21, United States Code, states that any person who knowingly or intentionally furnishes false or fraudulent information in the application is subject to imprisonment for not more than four years, a fine of not more that $30,000.00 or both.

Resident Name (Print) Program
Resident Signature Date
Program Director Date Department Chair Date
 Reviewed and approved by University Hospital’s Designated Certifying Officer

Gustavo Heudebert, M.D. Date
Designated Institutional Official
Graduate Medical Education Policy (V.M) on Controlled Substances Permit/DEA Number:

An Alabama Controlled Substances Certificate (ACSC) and Drug Enforcement Administration (DEA) number is required in order for physicians to write inpatient or outpatient prescriptions for controlled substances. Residents may rely on the Hospital's institutional DEA number (with a unique suffix assigned to each resident) for the first 18 months of residency training, but not thereafter.

In clinical training programs where controlled substances are prescribed, each resident must register with the Drug Enforcement Administration (DEA) and obtain an individual DEA number and with the Alabama Board of Medical Examiners for an Alabama Controlled Substances Certificate (ACSC) when they obtain their Alabama license, but on no event, later than 18 months from the start of their postgraduate training. A copy of the DEA number and ACSC should be sent to the Graduate Medical Education Department. Registration forms for the Alabama Controlled Substances Certificate are included with application materials for licensure, and information on federal DEA registration is found at: http://www.deadiversion.usdoj.gov

Residents in a training program where controlled substances are not prescribed are not required to obtain a DEA number or ACSC. Residents in these programs cannot use another physician’s DEA number or ACSC.