



Medical Marijuana Program Change Request Information and Instructions

Please note that application information and other instructions may change. Please refer back to the ADHS website for the most current information.

Please read this information prior to beginning the change request process.

1. Before requesting a change make sure you have your current card number. If you are requesting that the name, address, or cultivation status on your card be changed, you will also need a clear copy of your valid Arizona driver's license, valid Arizona identification card, or the photograph page of your valid U.S. passport.
2. Go to the application page at <https://medicalmarijuana.azdhs.gov>
3. Accept the terms and conditions on the next page by clicking "I agree" box at the end of the Use agreement.
4. Select "Change/Replacement Application" from the list of application types.
5. Enter your current card ID number and your name as it appears on your current card and click "Search".
6. **At this time, change requests such as "adding or replacing a caregiver" or "changing your name and/or address" must be processed separately. Please be aware that changes in your cultivation status, name, or address will result in a new card being issued. If a new card is issued, you will be unable to request another change to your card until the "issued date" on the new card arrives.**
7. **If you're a patient and you only want to request authorization for you or your caregiver to cultivate**, check the box next to "Check if you are a qualified patient that would like to change your cultivation status or if you are a patient or caregiver who would like to change your name or address as it appears on your card" under "Applicant Information". Enter in your name in the name fields exactly as you want it to appear on your card. You do not need to enter in your address information, unless you want it changed from what's on your current card. If you are a patient and you want yourself to be able to cultivate, check the box marked "Check if patient is requesting to cultivate". If you are a patient and you are requesting for your authorized caregiver to cultivate for you, choose the option, "Check if designated caregiver is requesting to cultivate". **Please note, only the qualified patient is able to change their own or their caregiver's cultivation status.** Once you are finished, scroll down to the bottom of the form and click "Save". The system will then prompt you to upload a clear copy of your valid ID. The name on the ID must match the name on the changed application. **Any change in cultivation status will result in a new card being issued and the old card being invalidated. You will not be able to request a second change to your card until your new card is received and the "issued date" on the card has arrived.**

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8. **If you are a patient or a caregiver and only want to change the name or address printed on your card**, check the box next to “Check if you are a qualified patient that would like to change your cultivation status or if you are a patient or caregiver who would like to change your name or address as it appears on your card” under “Applicant Information”. Only fill out the fields that you would like changed on your new card. Once you are finished, scroll down to the bottom of the form and click “Save”. The system will then prompt you to upload a clear copy of your valid ID. The name on the ID must match the name on the changed application. **Any change in name or address will result in a new card being issued and the old card being invalidated. You will not be able to request a second change to your card until your new card is received and the “issued date” on the card has arrived.**

9. **If you are a qualified patient and want to add a designated caregiver or replace your current one**, check the box next to “Check if you are a qualified patient and want to add a new caregiver or replace your current caregiver”. Fill in all of the information for the person you are requesting to be your designated caregiver. Make sure that you choose whether you (the patient) or your designated caregiver will be authorized to cultivate. When you have entered all of this information, click “Save” and the request will be processed.

10. Once a change has been processed and accepted, you will receive an e-mail notifying you. If a new card was generated as a result of the change, it will be sent via U.S. mail to the address in your approved application. **Do not discard your old card until you have received a new card and the “issued date” on the new card arrives.**