



Information in obtaining your DEA Controlled Substance Ordering System (CSOS) Certificate

What is a CSOS Certificate?

A CSOS Certificate is a digital identity issued by the DEA's that allows for electronic ordering for Schedule I and II (as well as III-V) controlled substances. A CSOS Certificate is the digital equivalent of the identification information contained on a DEA Form-222.

CSOS Certificates are issued to individuals and are required for electronic ordering of Schedule I and II controlled substances.

How do I apply for a DEA CSOS Certificate?

Go to the link: <http://www.deacom.gov/applycert.html> and follow the instructions

Web Support Link: <http://www.deacom.gov/support.html>

Questions & Answers Link: <http://www.deacom.gov/qanda.html>

Phone Support: 1-877-DEA-ECOM (1-877-332-3266)

DEA support staff is available 8:00 AM through 6:00 PM (EST) Monday through Friday

How long after I apply for a CSOS Certificate will I receive it?

CSOS Certificate activation notices can be expected approximately one month from the date the application package is sent to DEA. Incomplete, inaccurate, or invalid application packages will take longer to process and may be denied and returned by DEA.

- **Two activation notices are sent to the applicant**
 - Postal mail activation notice
 - E-mail activation notice
- **Retrieving your DEA CSOS Certificate**
 - You will need both activations to retrieve your DEA CSOS Certificate
 - Your email activation notice will include the web link and step-by-step instructions for retrieving your CSOS Certificate .
(We highly suggest that you print out the email for reference.)

How can Auburn Pharmaceutical help?

If at any time you would like assistance through the CSOS process, feel free to contact our CSOS Coordinator. Request CSOS Assistance by visiting our website and filling out our form or call 1-800-222-5609.

Go to the link: <http://www.AuburnGenerics.com/CSOSAssistanceRequest.html>