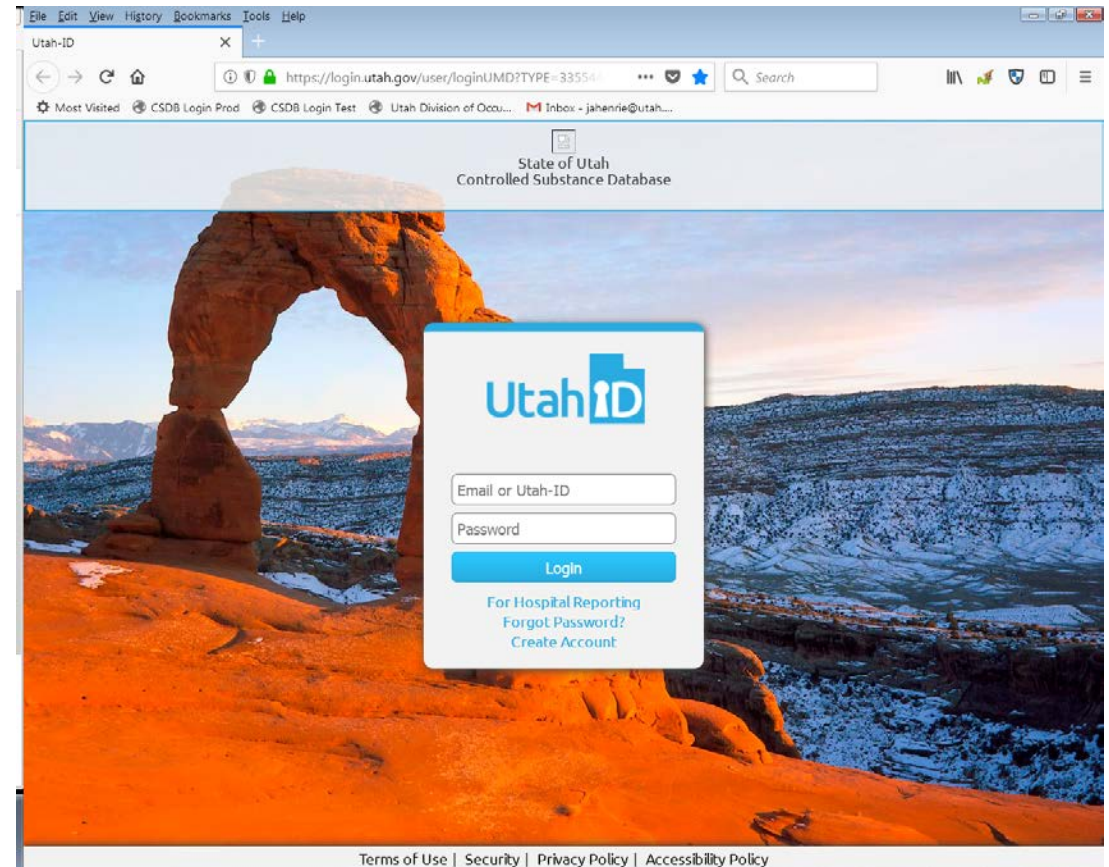# To Run a CSD Report

Utah Controlled Substance Database
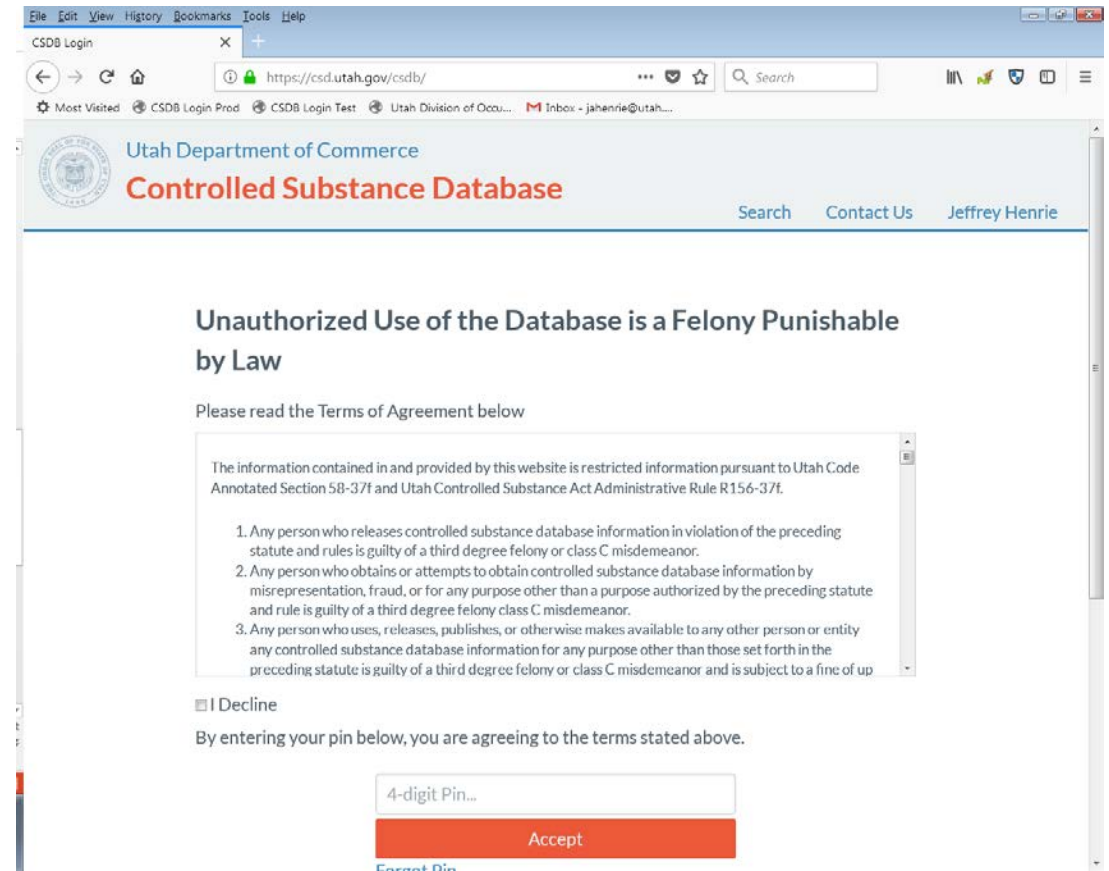
Go to the Website

1. csd.utah.gov

2. Enter your email or Utah-ID

3. Enter your password
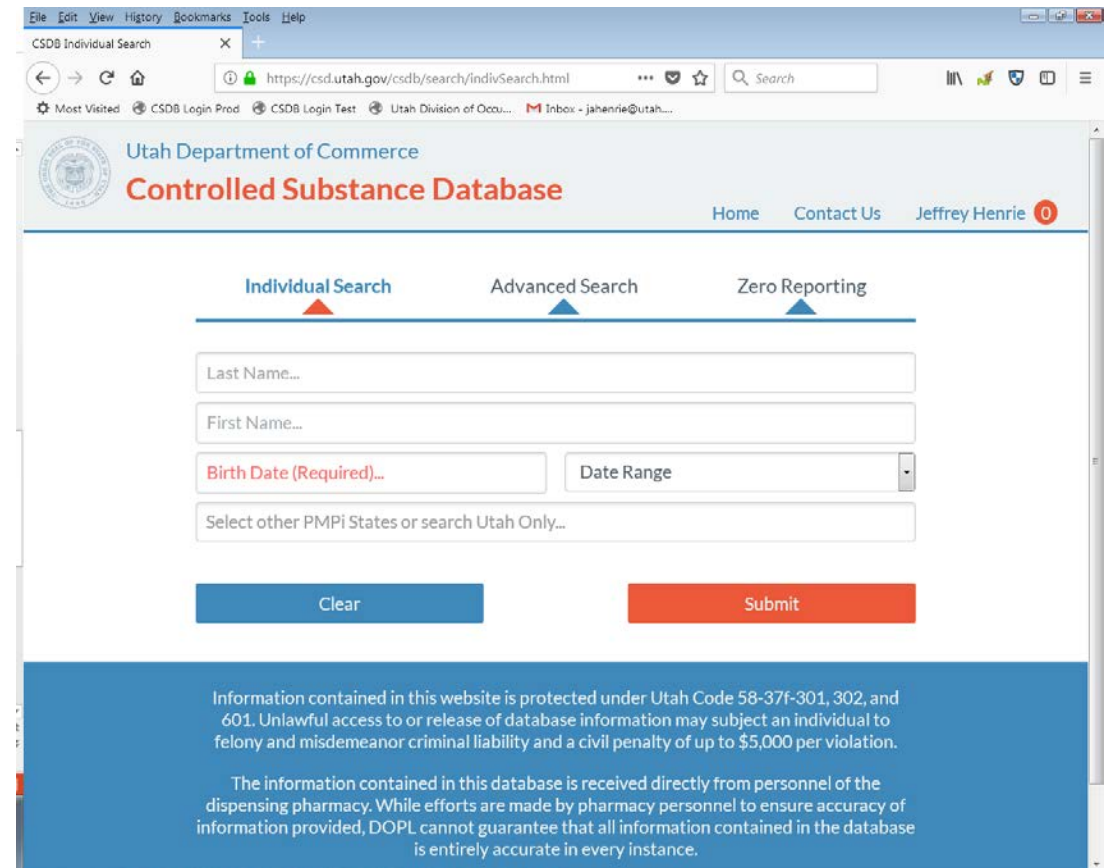
4. Click Login

Agree to the Terms of Agreement

- Enter your 4-digit PIN that was sent to your email

- Click Accept

Enter the patient info to lookup

- Enter the First or Last Name in part or full

- Enter the Date of Birth

- Click Submit

- Select the names that match who you were searching for
- (in this example we select both names)
- They will be highlighted

- Once highlighted you see that the records selected changed
- Click View Selected

- Here is a screen with most of the information about a patient except info about the pharmacy

- To see more details, Click on Detailed Report