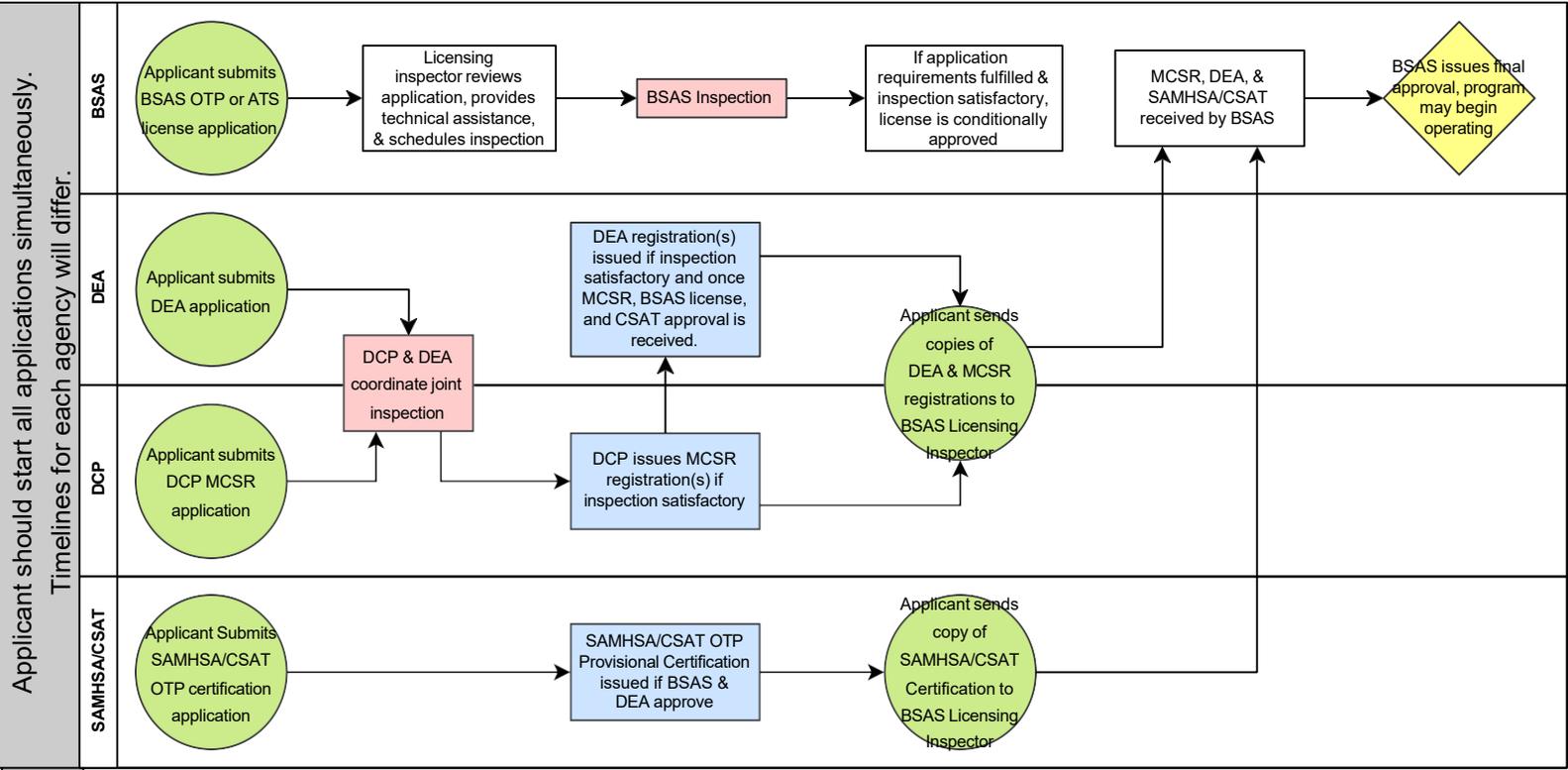


**Bureau of Substance Addiction Services (BSAS)
Community Opioid Treatment Programs (OTP) & Federally Certified OTP Withdrawal Management Service (WMS)
New Applicant Licensing Workflow**



Helpful Information & Links

- Bureau of Substance Addiction Services (BSAS) Opioid Treatment Program & Acute Treatment Services**
- Opioid Treatment Programs (OTP) are subject to all BSAS licensure requirements in 105 CMR 164 and all applicable federal laws
 - For BSAS licensure regulations visit: <https://www.mass.gov/doc/105-cmr-164-licensure-of-substance-abuse-treatment-programs/download>
 - Prior to submitting an application for licensure the organization must pass Suitability per 105 CMR 164.010
 - For more information visit: <https://www.mass.gov/service-details/information-for-licensed-substance-use-disorder-treatment-programs>
- Drug Enforcement Administration (DEA) Narcotic Treatment Clinic**
- Application: <https://www.dea diversion.usdoj.gov/drugreg/index.html>
- Recommended to submit DEA application before the DCP application
 - Use form 363 Narcotic Treatment Clinics
 - For BSAS license number (if not provided tentatively yet), enter #0000 to be able to proceed
 - For the MCSR license number (if not provided tentatively yet), enter #0000 to be able to proceed
 - For expiration dates, enter the last date of the current year (ie 12/31/2020)
 - A reference number will be created for this application, add this number in a cover letter to DCP
 - Make sure the full address and program name matches what was used on BSAS license application
- Drug Control Program (DCP) Massachusetts Controlled Substance Registration (MCSR)**
- Application: <https://www.mass.gov/how-to/apply-for-renew-or-amend-information-for-your-facility-mcsr>
- Apply for or renew your facility MCSR here: <https://healthprofessionlicensing.mass.gov/login-register>.
 - If application requires upload of Letter of Intent, upload a blank document to move forward.
 - If this is your first time using this new portal, please visit: <https://www.mass.gov/info-details/health-professions-licensing-system-user-guide> for information on how to get started.
- Substance Abuse and Mental Health Services Administration/Center for Substance Abuse Treatment (SAMHSA/CSAT)**
- Application: <https://www.samhsa.gov/medication-assisted-treatment/become-accredited-opioid-treatment-program>
- SAMHSA/CSAT OTP Extranet Log In Page: <https://otp-extranet.samhsa.gov>

Workflow Legend

- Applicant's responsibility
- Inspection
- Registration or certification issued
- BSAS final approval