

# Obtaining Your KASPER Account Verification Certificate after Registration

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Step 1: Log into your Kentucky Online Gateway (KOG) Account at <https://kog.chfs.ky.gov>.

## Citizen (or) Business Partner Gateway Log In

Login with your Kentucky Online Gateway Account.

 Email Address

Enter Email Address

 Password

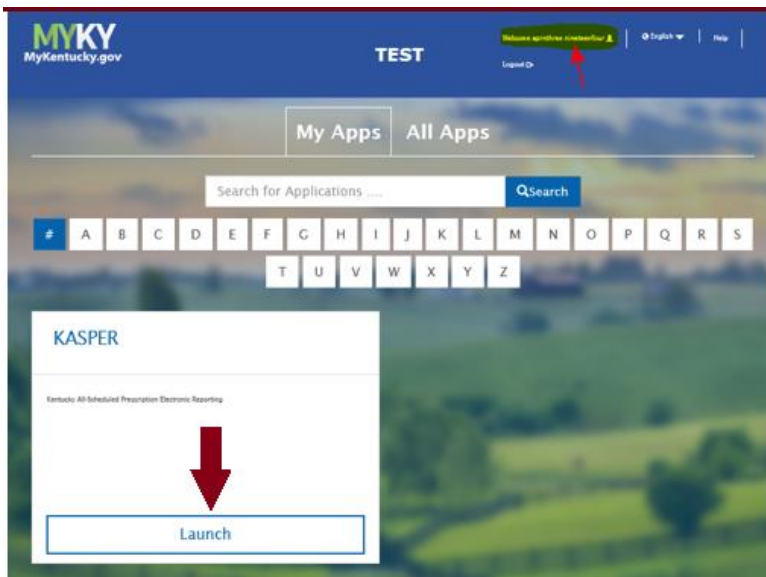
[Forgot/Reset Password?](#)

Enter Password

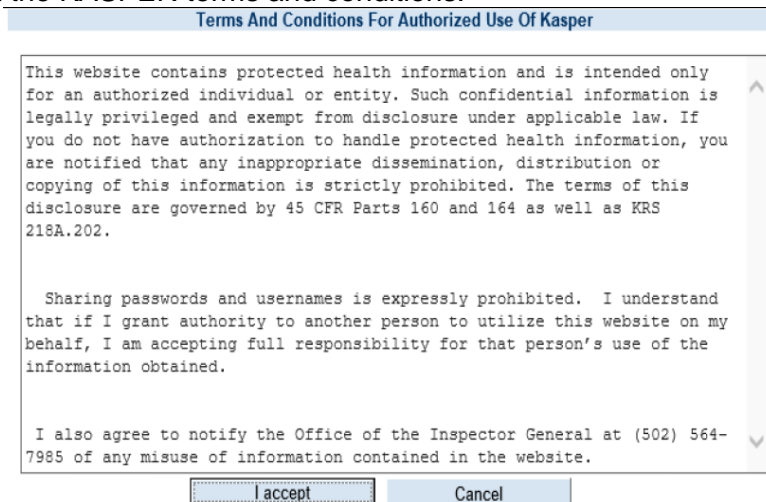
Log In

[Resend Account Verification Email](#)

Step 2: Launch the KASPER application within KOG.



Step 3: Accept the KASPER terms and conditions.



Step 4: On the account maintenance tab in the master account information section, click the [Select](#) button under view details. Alternatively, click the [KASPER Account Number and Verification Certificate](#) link located below tabs and help desk number on the left hand side.

**Account Maintenance**

Master Account Information

First Name	Last Name	Phone	Status	View Delegate Details	View Details
Doc66uat	wt20.07	(111) 111-1111	Active		<a href="#">View Details</a>

NOTE: Please call the business office at (502) 564-7985 for a report on any other DEA or DATA waiver numbers

Report Details (Date in mm/dd/yyyy format)

From Date \*  To Date \*

Report for Prescriber DEA #: KP1234567

Prescriber Report Card

Annual Report Cards

Select an annual report card to view (calendar year) to view, then click on View Report Card. Click Certify Annual Report to certify that you have read it.

Quarterly Report Cards

Select a quarterly report to view, then click on View Report Card.

[KASPER Account Number and Verification Certificate](#)

Step 5: Click [KASPER Account Number and Verification Certificate](#) using either link shown below. You must turn off pop-up blockers for the certificate to open.

**Account Maintenance**

Personal Information

First Name\*  Last Name\*  SSN\*

DOB\*  Account Type  Degree

ID Type\*  ID\*  State Issued

Area of work\*  Specialty\*

KOG Email Address\*

KASPER Email Address\*

Address\*

City\*  State  Zip Code\*

KOG Phone\*  Requests Per Day  Email Notification

KASPER Phone\*

Acct Created

[KASPER Account Number and Verification Certificate](#)

Document Type	Document Number	State Issued
Driver's License	DOC66	KY
DEA	AA5555555	N/A
Prof License	25896	KY

Submit

[Go to Kentucky Online Gateway to update personal information](#)

Step 6: You may then print and/or save a copy of the certificate using your available web browser options. For assistance contact [eKASPERHelp@ky.gov](mailto:eKASPERHelp@ky.gov), 502-564-2703.