Metrc Support Bulletin

Bulletin Number: NJ_IB_0025	**Distribution Date**: 09/05/2024	**Effective Date**: 09/05/2024
Contact Point: Metrc® Support	**Subject**: Best Practices for Item Approval Process	
Reason: Metrc is providing clarification regarding the new item approval process including which facilities and item categories are affected, and an outline of same item functionality.		

Greetings,

Metrc, in collaboration with the New Jersey Cannabis Regulatory Commission (NJ CRC), would like to provide information regarding updates for item approvals in Metrc to help licensees incorporate and adjust to the new process.

Licensees can reference Updated Item Approval Industry Bulletin #23 for more information about item approval process.

Please read on to find details regarding the topics below:

- **Update**: Facility (license) types that are able to create new items versus facilities that cannot.

- **New**: Item Category name change for Concentrates to easily clarify between options.

- **Update**: Item Categories that will require approval before it is available to assign to the packages.

- **Update**: Same item functionality to avoid unnecessary duplication of items and its availability via the API for Third Party Integrators.

Facility (License) Types for Item Approval

As of September 5, 2024, only specified facility (license) types will be able to create new items in Metrc for approval. This update aligns with the best practice that products intended for retail sale should be created in Metrc by the facility that is physically creating the item. facility (license) types with permissions to create new items in Metrc:

- Adult Use Cultivator

- Adult Use Manufacturer

- Medical Cultivator

- Medical Manufacturer

Other facility types may use the **Same Item Functionality** outlined in the section below to avoid duplication of item approvals and preserve data integrity. All other facility types should perform actions in Metrc (ex: sales, transfers, lab tests) using the "Same Item" checkbox which uses the items created by cultivators and manufacturers. If there is an error or change that needs to be made to an existing item, the item creator must make the adjustment.

Item Category Name Change

As of September 5, 2024, the item category previously titled "Concentrates" will be renamed as "Concentrates (weight)". This change is intended to make it easier to identify the appropriate item category to be used. Please see below for updates and examples:

- "Concentrates" item category is renamed "Concentrates (weight)"
  - Examples: Bulk distillate, BHO bulk
  - No pre-approval is needed: This item category is intended to be used for bulk and intermediary products. It is not intended for retail-ready products.

- "Concentrates (each)" item category name remains the same
  - Examples: Infused pre-rolls, Shatter 1g
  - Pre-approval is needed

Vape cartridges should be created using the item category titled "Vape Carts" only.

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For additional support,
please visit Support.Metrc.com

Item Categories for Item Approval

The chart below outlines all current item categories in New Jersey with clarification on whether pre-approval is required through the new item approval process.

- **NOTE:** Any new items in the item categories not requiring pre-approval will reflect a default status of approved in Metrc.

- Licensees DO NOT have to resubmit previously created items for item categories that do not require pre-approval.

Item category	Type	Quantity type	Requires pre-approval?
Bud/Flower	Buds	WeightBased	NO
Capules/Pills for Oral Administration	InfusedEdible	CountBased	YES
Concentrate (weight)	Concentrate	WeightBased	NO
Concentrate (each)	Concentrate	CountBased	YES
Edibles	InfusedEdible	CountBased	YES
Lotions/Cream	InfusedNonEdible	CountBased	YES
Raw Pre-Rolls	ShakeTrim	WeightBased	NO
Seeds	Plants	CountBased	NO
Shake/Trim	ShakeTrim	WeightBased	NO
Shake/Trim (by strain)	ShakeTrim	WeightBased	NO
Tinctures	InfusedEdible	CountBased	YES
Transdermal Patches	InfusedNonEdible	CountBased	YES
Vape Carts	Concentrate	CountBased	YES

Same Item Functionality

There is the Same Item checkbox option when creating a new package from an existing package. By checking the Same Item checkbox, the system will assign the item name from the source package to the new package being created. This option allows licensees who receive packages of an item not previously created in their license to be repackaged using the same item name - **see Figure 1**.
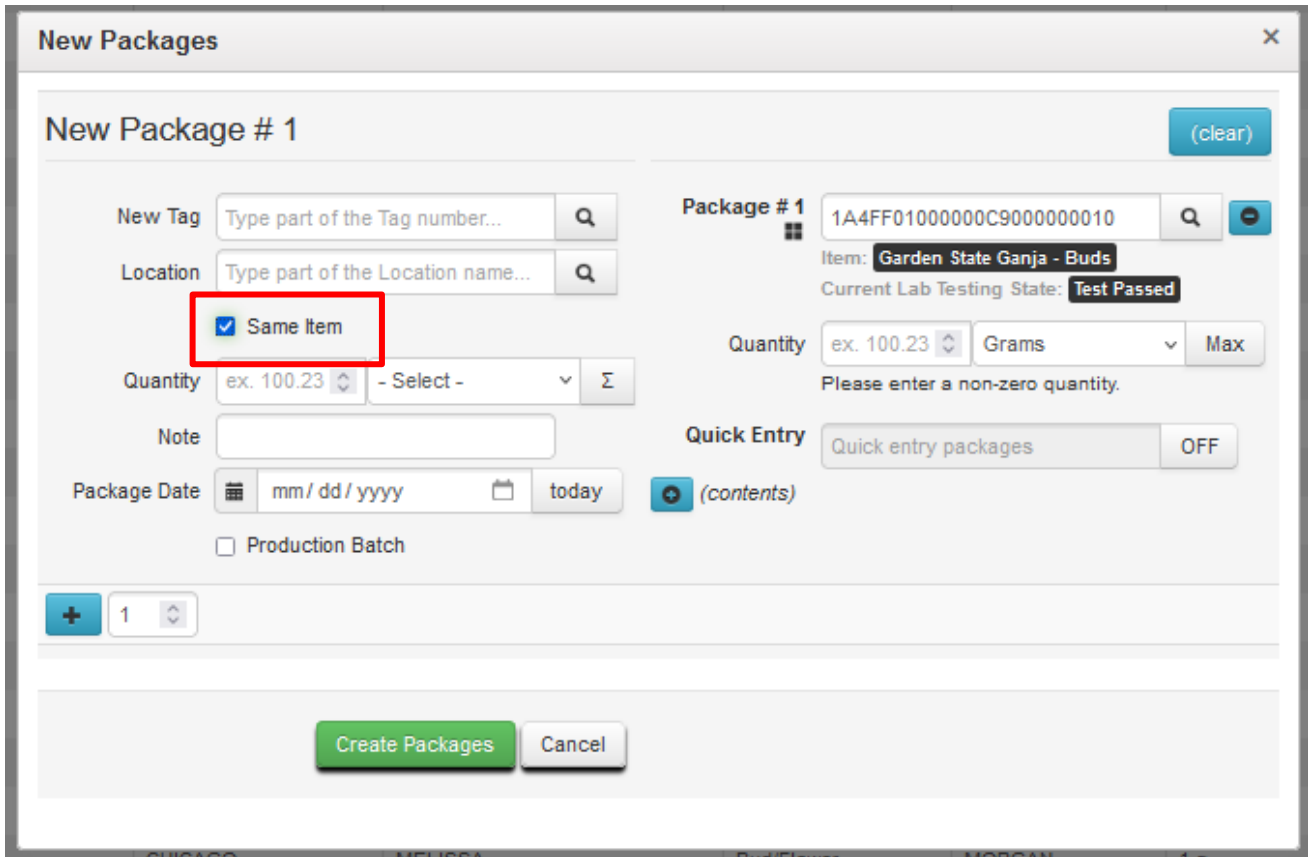

Figure 1 – Same Item

Using the Same Item feature does not add the item to the list of items for that license. If there is a need to repackage an item to be sold, this is the correct process.

This feature is also available for all Third-Party integrators. For reference, information about this functionality for Third Party Integrators can be viewed in API Bulletin #69 Same Item Sales Changes.

Metrc resources

If you have any questions, or need additional support, the following resources are available:

Contact Metrc Support
By using the new full-service system by navigating to Support.Metrc.com, or from the Metrc System, click Support and navigate to support.metrc.com and it will redirect to the portal.

*Please note***:** If accessing the portal for the first time, a username (which is established when logging in), the respective state and "Facility license number", and a valid email to set a password is required.

Metrc Learn
Metrc Learn has been redesigned to provide users with interactive, educational information on system functionality to expand skillsets and drive workflow efficiencies.

Accessing the new Metrc Learn LMS is simple through multiple convenient locations:

> ***From within the Metrc system***
> Navigate to the drop-down Support menu in the navigational toolbar and select "Sign up for Training" to register.

> ***From the Metrc website***
> Navigate to your state's partner page and scroll down to the "Metrc's Training Resources" section to find the link.

Also, save the link – *learn.metrc.com* – as a bookmark in your preferred web browser. If you have the existing link saved as a bookmark, please replace it with the new link.

Access additional resources
In the Metrc system, click on the Support area on the navigational toolbar and select the appropriate resource, including educational guides, manual, and more from the dropdown.

Thank you for your continued partnership.

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For additional support,
please visit Support.Metrc.com