

ALTA ORTHOPAEDIC MEDICAL GROUP

MEDICATION REFILL POLICY

- ✓ PRESCRIPTION REFILLS ARE NEVER AVAILABLE ON WEEKENDS, EVENINGS OR ON HOLIDAYS.
- ✓ ALL REFILL REQUESTS MUST BE SUBMITTED DURING REGULAR BUSINESS HOURS.
- ✓ THE PATIENT IS RESPONSIBLE FOR PLANNING THEIR MEDICATION NEEDS SO THAT THEY WILL NOT RUN OUT ON WEEKENDS, LONG WEEKENDS OR ON HOLIDAYS.
- ✓ USE OF THE ANSWERING SERVICE OVER WEEKENDS AND HOLIDAYS IS RESERVED FOR EMERGENCY MEDICAL NEEDS.
- ✓ DOCTORS ON EMERGENCY MEDICAL CALL ON THE WEEKENDS AND HOLIDAYS CANNOT MAKE MEDICATION REFILL DECISIONS BECAUSE THE PATIENT CHARTS ARE NOT AVAILABLE TO THEM. WE ARE REQUIRED BY FEDERAL LAW TO KEEP MEDICATION RECORDS, AND CANNOT DO SO WITHOUT HAVING ACCESS TO PATIENT CHARTS.
- ✓ **WE REQUIRE A 24-48 HOUR NOTICE TO PROCESS ALL PRESCRIPTION REFILL REQUESTS.**
- ✓ **NON-CONTROLLED/NON-NARCOTIC PRESCRIPTIONS REQUIRE A FOLLOW UP APPOINTMENT EVERY 3-6 MONTHS.**
- ✓ **CONTROLLED-SUBSTANCES/NARCOTIC PRESCRIPTIONS REQUIRE A FOLLOW UP APPOINTMENT EVERY 30-90 DAYS.**

I have read and understand the above policy regarding medication refills.

(Patient or Guardian Signature)

Date: