

# Women's View Medical Group

## Office Policy on Medication Refills

Women's View Medical Group has the Following Policy on Medication Refills:

Prescription refill requests should be requested from us through your pharmacy. This will ensure accuracy of prescription drug names, current dosing and timing of refills. In order to respond to these requests during the same week, the refills should be submitted by noon on Wednesday in order to allow time to pull the chart to review the request so that it can be returned to the pharmacy by the end of the week. Refill requests that are received on Thursday or Friday will be reviewed on Monday or Tuesday, and returned to the pharmacy by Wednesday. There are new regulations on several controlled medications. Schedule II medications such as Morphine, Fentanyl Patch, Dilaudid, Concentra, Adderall and Ritalin are generally not to be refilled by phone or fax and will require a new written prescription monthly. Schedule your appointments with this in mind. Schedule III, IV, and V medications, which include medications containing codeine and hydrocodone such as Norco, Vicodin, and cough syrups, as well as Lomotil, all muscle relaxants such as Robaxin, Skelaxin, Soma, or Flexeril; all sleeping medications and tranquilizer medications such as Valium, Xanax, Ativan, etc...require regular visits to maintain your refills. A new written prescription must be obtained by scheduling an appointment to be seen at least two times per year, (more if the provider feels it is necessary). We recommend that you make a copy of your prescriptions before you submit it to your pharmacy. This will help you and your pharmacist keep better track of how many refills have been authorized on the original written prescription, avoiding unnecessary reauthorization requests.

Thank you for your cooperation and for working in partnership with your physician and your pharmacist to provide medication safely and responsibly. It is important that you bring all your medication with you to each appointment. Please remember to store all over the counter and prescription medications safely and responsibly. Always inform your physician and your pharmacist about any medication allergies, reactions or sensitivities. Please review carefully the literature that is provided by your pharmacist for possible side effects and drug interactions you should be alert for. Please inform your physician and pharmacist if you see additional providers who have also written prescriptions for you since the last time you were seen. Safe use of medication is a combined partnership between you, your physicians and your pharmacist.

Thank you again for your confidence and your cooperation.

Sincerely,

Your Health Care Team at Women's View Medical Group  
Dr. Wendy Rashidi MD, Dr. Cynthia Moreno DO, Mary Brown FNP,  
Tricia Borchers PA-C, Dr. Lena Kian ND, and the Staff