

UNIVERSITY PEDIATRIC ASSOCIATION

Medication Refill Procedures

In order to meet the needs of our patients who require Ritalin/Dexedrine/ Concerta/Adderall/Vyvanse/ Focalin or Daytrana Patches, we are reminding everyone of the guidelines for refilling these prescriptions.

PLEASE NOTE NEW CHANGES: AS OF JULY 15, 2010

- When calling for a refill please leave your child's name, date of birth, name of the medication, dosage and a phone number where you may be reached by your doctor's nurse should it be necessary.
- Because of the frequency of prescriptions that never arrive, UPA will no longer mail prescriptions within the Bryan/College Station area. Our lobby is open from 8:00 am until 5:00 pm, Monday through Friday. For our out of town patients we will mail prescriptions but there is a \$15.00 fee for this service.
- The above named prescriptions are NOT written on weekends or holidays. Please anticipate your refill needs before these days.
- If the prescription is not picked up or filled within the 21 day deadline, there will be a charge of \$25.00 to rewrite the prescription.
- There is a \$10.00 charge for these refills and is due at the time the prescription is picked up. The prescription will be available after 3:00 pm the following business day after your call or e-mail. For example, if you call on Monday, your child's prescription will be ready after 3:00 pm on Tuesday. For same day prescriptions (same day is defined as less than the time described above.) **YOU MUST STATE ON YOUR MESSAGE IF YOU'RE REQUESTING A SAME DAY PRESCRIPTION!!!!** The charge for same day prescriptions is \$15.00 and is due at the time the prescription is picked up.
- If you need to speak to the doctor regarding your child's progress, or to make changes in dosages, please call to make a re-check appointment. Due to AAP guidelines, we require a medication re-evaluation appointment at least every 6 months.
- You may request your child's refill by calling that doctor's nurse or by e-mail. If you do not get an e-mail reply within 24 hours, please contact her by phone as she may be out of the office and a float nurse working in her place and unable to check e-mails.