

## PRESCRIPTION REFILL POLICY

### PRESCRIPTION REFILLS - GENERAL

In general, Plymouth Psych Group provides enough refills and renewed prescriptions at the time of your appointment. Patients are asked to track their supply, and ensure they have an appointment scheduled before they run out of medication. This practice reduces prescription errors, improves patient safety and encourages appropriate follow-up. Additionally, it improves compliance with state laws governing controlled substances. It is your responsibility to notify your medical provider immediately of any side effects of your medication.

Plymouth Psych Group requires all patients taking medication to be seen for an appointment at regular intervals and a minimum of once per month in order to obtain prescription refills. If you have not had an appointment within three months, Plymouth Psych Group will **REQUIRE** that you schedule an appointment before your medication can be refilled. Please remember your provider's schedule fills up months ahead, so please plan accordingly.

If your prescription is a controlled substance (as is the case for most medications for ADHD), please see the "Controlled Medications" section below as there are special policies for these prescriptions

### PRESCRIPTION REFILLS - CONTROLLED MEDICATIONS (Stimulants and Benzodiazepines)

In general, **all refill requests should be made during appointment times.**

If a refill is needed for a controlled medication outside of an appointment, **Please allow at least 72 hours (3 business days) for this request at a minimum.**

As with non-controlled medications, exceptions are made for changes to your medication between appointments or the unforeseen need for refills/rescheduling issues beyond your control. Stimulants (most medications for ADHD, including Ritalin or its generic equivalent methylphenidate, Adderall, Focalin, Concerta, Vyvanse, etc.), and benzodiazepines are controlled substances. Since these medications are easily abused and there is an illegal market for these medications, the DEA and the Minnesota Board of Medicine monitor prescribing and refill practices for these medications. If you are prescribed one of these medications, it is critical that you follow the entire controlled medication policy.

A summary of this policy is as follows:

- You **MUST** take these medications as directed.
- If you feel you need to adjust your dose to a higher dose of the medication, you must call the office and consult with your provider prior to making any adjustments to your dose.
- You must be responsible with your medication and take measures to ensure that your medication is not lost or stolen.

If you require an early refill of your medication because you have adjusted your dose without consulting your medical provider or because your medication was lost/stolen, you are in violation of the controlled medication policy. Plymouth Psych Group understands that unexpected circumstances, out of your control, may result in 2 you needing an early refill for your medication and will allow ONE violation of the controlled medication policy to allow for these circumstances. You will be charged \$100 fee for an early refill of your controlled medication. Any subsequent violations of the policy may result in your termination as a patient with Plymouth Psych Group. While this policy may seem harsh, due to the nature of these medications, Plymouth Psych Group must be able to manage these prescriptions responsibly and, in a manner, to minimize any potential abuse or diversion.

### **PRESCRIPTION REFILLS - NON-CONTROLLED MEDICATIONS**

If a refill is needed for a non-controlled medication outside of an appointment, call your pharmacy to submit the request. Additionally, leave a voicemail with the nurse indicating that you have arranged for the refill request to be requested from your pharmacy. Please allow at least 72 hours (3 business days) for this request at a minimum. Remember, you must have an appointment already scheduled on your medical providers calendar to request a refill.

Please be proactive in your care and track how much medication you have and how many refills remain on the prescription, and ensure you have an appointment to see the doctor before you're out of medication.

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