

PEDIATRIC ADD/ADHD POLICY

Patient Name: _____ DOB: _____ MRN: _____

_____ has been diagnosed with attention deficit disorder (ADD/ADHD) by a provider at CentroMed SA Pediatrics. This condition is being treated with _____. This medication is classified as a "controlled substance": **Controlled substance prescriptions are closely monitored by State and Federal law. All ADHD medications prescribed are recorded in a state-wide database.**

There are certain Federal and State rules that apply to prescriptions written for "controlled substances".

1. Prescriptions can never be called into the pharmacy.
2. Prescriptions will only be sent electronically to the pharmacy.
3. They cannot be refilled early.
4. They automatically expire if not filled within 21 days of the date electronically written.

CentroMed has established additional guidelines related to the scheduling, and treatment of patients with ADD/ADHD:

1. **Medication refill requests** are accepted Monday through Friday from 8:30 AM to 4:00 PM. Any refill requests made after 4:00 PM or on the weekend will be completed on the next business day. Please call us to request a medication **refill at least 7-10 days before a medication refill** is due. Allow at least 48 hours to complete your refill request.
2. It is the parent/guardian's responsibility to check with the pharmacy where they will get the medication refill, that they are carrying the child's current ADHD medication. The provider does not have time to call the pharmacy to find out about any medication availability.
3. The child's ADHD medication can be refilled only by the child's ADHD provider and not by any other provider.
4. Appointments for ADD/ADHD evaluation or ADD/ADHD re-evaluation for medication refills cannot be scheduled in conjunction with any other appointment type. (For example, a patient cannot be scheduled for a sore throat and ADD/ADHD medication refill, well-child check-up and ADD medication refill, or asthma review and ADD/ADHD medication refill).
5. Any patient needing a refill must be evaluated **every 3-4 months in person until your child is stable**. These medications can have significant side effects including weight loss and an increase in blood pressure.
6. A patient who has not been seen in the office for six (6) months or greater will not be eligible to have medications refilled without being re-evaluated in person by a CentroMed SA Pediatric provider.
7. To safely store medication, use a lock box and do not keep stimulants where others might have access to them. If stimulants are lost, stolen, or spilled, they will not be replaced, and **EXPIRED** prescriptions will not be rewritten.
8. ADHD medications should be used only as prescribed. We may dismiss patients from our practice if we believe these medications have been used inappropriately.
9. **Any patient newly prescribed an ADHD/ADD medication or someone that undergoes a change in medication needs to be re-evaluated in 30 days.**
10. For any patient that is a "No Show/No Call" for two (2) or more consecutive appointments for ADD/ADHD in a rotating six (6) month period, CentroMed SA Pediatric Physicians will assume that the patient no longer requires medications. If this is not the case, the patient will be required to undergo a full re-evaluation to decide if ADD/ADHD medication(s) will be warranted.
11. CentroMed SA Pediatric providers are not obliged to write prescriptions for ADD/ADHD medications prescribed by providers that are not employed or affiliated with CentroMed SA Pediatrics.
12. This contract is **ONLY** valid if signed by the Parent/Guardian of the patient. No ADD/ADHD medications will be prescribed by the Physician without a valid contract on file.

Thank you for allowing us to participate in the care of your child and promise to continue to provide personalized quality medical care.

I, _____ parent of _____, acknowledge that I have read, understand, and agree to abide by the aforementioned rules and guidelines as set forth in this document.

Parent/Guardian

Date

Physician/Provider