

Prescription and Pain Medication Policy

Neurosurgical Associates, P.C. can only provide pain medication for patients while they are under the active care of one of our physicians. Our practice does not provide long-term pain management services. The following provides an outline of our prescription and pain medication policy:

MEDICATION POLICY (EFFECTIVE 07/01/2011)

- Pain medication must be taken as prescribed. Patients should not increase the medication dosage or frequency without consulting the nurse, physician assistant, or a physician of Neurosurgical Associates, P.C.
- Unless the patient is under an active treatment plan, we require that the patient has been seen by one of our health care providers in the prior three months. If the patient has not seen us within the recommended time frame for follow-up, an appointment may be necessary before refills can be authorized.
- If it is determined that the patient requires surgical intervention, pain medication will be prescribed prior to surgery if needed. During the surgical recovery phase, the amount of medication will be gradually reduced to help the patient avoid a dependency of the drug.
- If long-term pain management is required, the patient will be referred to a pain clinic or to his or her primary care physician.
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PRESCRIPTION REFILL POLICY

Patients are strongly encouraged to plan ahead! Please avoid waiting until your medication has almost run out before contacting our office for a refill.

- All requests for prescriptions or refills of medications must be completed during office hours. For the patient's safety, the chart must be available for review before a medication can be prescribed or refilled.
- Our physicians are not always in clinic when the patient calls, so we require a 24 hour notice for your prescription refills. Refill requests made after 3:00 pm on Friday will not be filled until the following Monday.
- For patient safety, this office requires the patients to get their pain medications from one medical doctor only.
- Please note that narcotics will not be refilled after hours, on weekends, or on National Holidays.

Steps for Requesting a Prescription Refill

- **Step 1:** Remember to call for a refill of the prescription at least one business day before your medication runs out to ensure that it is available for pick up when it is **due**.
- **Step 2:** Call our office at (205) 933-8981 select prompt 3 for the prescription line and leave a detailed message to request a refill. Be sure to include patient's name, date of birth, doctor's name, name of medications, dosages, pharmacy phone number and the patient's contact number.
- **Step 3:** Check with the pharmacy regarding the prescription to be sure it is ready and available for pick-up.
- **Step 4:** If you have further questions about medications, please contact one of the practitioners at the practice during office hours at (205) 933-8981.

I have read and understand the above stated prescription and pain medication policy for Neurosurgical Associates, P.C. and understand that health information technologies is used to obtain my medical \ medication history.

Signature of patient or responsible party

Date