

## Controlled Substance Prescription Policy

Your child \_\_\_\_\_ is taking a medication which has been classified by the Food and Drug Administration as a “controlled substance” and as such, there are rules associated with its use. To avoid confusion, we have listed specific practices which we follow to assure compliance. We appreciate your help.

- The prescription for this medication must be written on a special pad and cannot be phoned or faxed to your pharmacy.
- If the prescription is not filled and a reissue is needed, the original prescription must be returned to the office. Lost prescriptions may not be reissued.
- Do not expect the doctor on call to refill these prescriptions.
- Call the office about a week before a refill of this medication is needed. This will allow us time to pull the chart and prepare the prescription—and will allow you time to pick it up and get it filled.
- When the prescription is picked up from the office, it must be signed for by an adult, authorized by the parent/guardian.
- Children on this medication need regular checks by their doctor. Make your recheck appointment in advance so there will be no interruptions in the medication. In addition, a yearly complete physical exam by their doctor is required.
- Keep this medication in a secure place, out of the reach of children and adolescents.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

*Copy to patient's family  
Original to patient's chart*

*Revised 01/10/08*