



# Shore Medical Center at Metompkin

. . . . a division of Shore Health Services, Inc.®

## PRESCRIPTION MEDICATION POLICY:

Before Shore Medical Center at Metompkin can consider prescribing any medications for you, you will need to be aware and familiar with the program's guidelines and regulations pertaining to these medications, and agree to follow them at all times.

1. **Initial Patient Evaluation:** It is our policy not to write prescriptions for any patient who has not been seen in our clinic. By law, we are required to gather a comprehensive medication history before beginning any prescriptions.
2. **Telephone Calls:** Patients may call our office or their pharmacy for medication refill requests. We request at least 24 hours to call in any refills. Please leave your complete name, date of birth, name of medication, dosage amount, and pharmacy name on the appropriate nurse's voice mail. Physician/Practitioner may require a visit to the clinic prior to any refills. Please be prepared for a visit to the clinic for any non-maintenance drug or failure to keep scheduled check-up appointments. New symptoms often require a review by the physician.
3. **After business hours:** No prescriptions will be written at these times. Prescriptions will be written only during regular business hours. Therefore, it is the patient's responsibility to keep track of his/her medications in order not to run out of them during those times.  
Hours for medication refills:  
Monday –Thursday, 9:00 a.m.-5:00 p.m.  
Friday, 9:00 a.m-noon
4. **Sharing Medications:** This is strictly prohibited. Medications are to be taken only by the patient for which they were intended.
5. **Lost or stolen pain medications:** Will not be replaced.
6. Obtaining **medications from more than one physician:** This is called "Doctor Shopping", and state law strictly prohibits this practice.
7. Patients with **chronic pain** problems will be treated at our clinic and then referred to a pain management specialist to better accommodate each patient's needs. The pain management clinic will then take over complete responsibility of writing prescriptions for all pain medications.
8. **Recommendations:**
  - Always bring your medications to your appointments.
  - Keep all of your medications away from children and pets.
  - Always open your bottles over a counter or table.
  - Always know how much medicine you have left. If you need a refill, it is your responsibility to call ahead of time.
  - If you have a problem with your medications, stop taking it immediately. If the side-effects seem serious, go to your nearest emergency room. For other problems, please call our office and discuss with nurse/physician.

I have read and understand the prescription medication policy and agree to abide by its guidelines.

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Signature of patient or responsible party

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Date

Revised 6/07