

Trinity Clinic Whitehouse

Automatic Refill Policy

April, 2007

Overview

The following pages contain details on how to administer our automatic refill policy. Our intent is to streamline, standardize and reduce waiting times for refills of medications. The policy emphasizes standard times and rules for refills that should result in improved safety and quality of care.

The medications are listed by generic and trade names and have attached a time during which the patient must have had an office visit in order to obtain an automatic refill from nursing staff. If the patient has not been seen within this time frame, a one-month supply of medication may be sent by nursing staff to the pharmacy of the patient's choice, but the patient must schedule an office visit within that month before any additional refill is issued.

Under the following circumstances, an automatic, nurse-approved refill may **NOT** be given. The request should be forwarded to the treating physician in the form of a phone note:

- 1) There is a **NO SHOW** as the most recent "visit" in the chart.
- 2) A Trinity Clinic Whitehouse physician is not the original prescribing physician
- 3) The patient insists on doctor's review for a denial based upon protocol rules
- 4) The medication is in one of the following classes (these medications do not appear on the protocol):
 - Narcotics
 - Benzodiazepines
 - Antibiotics
 - ADD medication/triplicate
 - Oral steroids
 - Mood stabilizers (bipolar)
 - Rheumatology drugs (lupus, RA)
 - Sleeping pills

Please note: for antihypertensive medications, the patient must have had an in-person or virtual office visit within the past 6 months **AND** their last blood pressure reading in the flowsheet within that past 6 months must be less than 140 systolic **AND** less than 90 diastolic. This will ensure that patients are not missing their short-term follow-up visits for blood pressure medication titration.

If at any time there is a question about how to apply the policy, the default is to send the matter/question to the treating physician in the form of a phone note.

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Trinity Clinic Med Refills

Protocol Sample

My clinical staff, which includes LVN's and Medical Assistants, have my authority to refill the following medications as a standing delegated order:

(Physician's signature) _____ (Date) _____

3 mo Meds The medications listed here may be renewed for a 3-month supply for adults (>=18 yrs of age), provided they have been seen in the office within the last 3 months, immediately upon receipt of the request.

6 mo Meds The medications listed here may be renewed for a 6-month supply for adults (>=18 yrs of age), provided they have been seen in the office within the last 6 months, immediately upon receipt of the request.

1 yr Meds The medications listed here may be renewed for a 1-year supply for adults (>= 18 years), provided they have been seen in the office within the last 12 months, immediately upon receipt of the request.

Drugs are listed alphabetically here:



3 mo	Gen.	Acarbose	Brand	Precose
6 mo	Brand	Accupril	Gen.	Quinapril HCl
6 mo	Brand	Accuretic	Gen.	Hydrochlorothiazide
6 mo	Gen.	ACE Inhibitors	Brand	ACE Inhibitors
1 yr	Brand	Aciphex	Gen.	Rabeprazole sodium
1 yr	Brand	Activela	Gen.	Estradiol / Norethindrone Acetate
1 yr	Brand	Actonel	Gen.	Risedronate sodium
3 mo	Brand	Actoplus Met	Gen.	Metformin HCl / Pioglitazone HCl
3 mo	Brand	Actos	Gen.	Pioglitazone HCl
1 yr	Gen.	Acyclovir Ointment or Oral	Brand	Zovirax
1 yr	Gen.	Adapalene	Brand	Differin
6 mo	Brand	Advair Diskus	Gen.	Fluticasone propionate / Salmeterol Xirafate
6 mo	Brand	Advicor	Gen.	Lovastatin / Niacin
6 mo	Brand	Aerobid	Gen.	Flunisolide
1 yr	Brand	Alavert	Gen.	Loratadine
1 yr	Brand	Albuterol	Gen.	Ventolin / Proventil

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6 mo	Gen.	Albuterol Sulfate / Ipratropium Bromide	Brand	Duoneb / Combivent
6 mo	Brand	Aldactone	Gen.	Spirolactone
6 mo	Brand	Aldomet	Gen.	Methyldopa / Methyldopa HCl
1 yr	Gen.	Alendronate Sodium	Brand	Fosamax
1 yr	Gen.	Alfuzasin HCl	Brand	Uroxatrol
1 yr	Gen.	Algestone Acetophenide	Brand	Progesterone
1 yr	Brand	Allegra	Gen.	Fexofenadine HCl
6 mo	Brand	Allopurinol	Gen.	Zyloprim
6 mo	Gen.	Almotriptan	Brand	Axert
1 yr	Brand	Alora	Gen.	Estradiol
6 mo	Brand	Altace	Gen.	Ramipril
6 mo	Brand	Altoprev	Gen.	Lovastatin
6 mo	Gen.	Amantadine HCl	Brand	Symmetrel
3 mo	Brand	Amaryl	Gen.	Glimepiride
6 mo	Gen.	Amitriptyline	Brand	Elavil / Vanatrip
6 mo	Gen.	Amlodipine Besylate	Brand	Norvasc
6 mo	Brand	Anaprox	Gen.	Naproxen
6 mo	Brand	Ansaid	Gen.	Flurbiprofen
6 mo	Brand	Aquazide H / Microzide	Gen.	Hydrochlorothiazide
6 mo	Brand	Aricept	Gen.	Donepezil HCl
1 yr	Brand	Armour thyroid	Gen.	Thyroid Dessicated
6 mo	Brand	Arthrotec	Gen.	Diclofenac sodium / Misoprostol
1 yr	Brand	Astelin Spray	Gen.	Azelastine HCl
6 mo	Brand	Atacand / Atacand HCT	Gen.	Candesartan Cilexetil / Hydrochlorothiazide
6 mo	Brand	Atarax	Gen.	Hydroxyzine HCL

Trinity Clinic Med Refills**Protocol Sample**

6 mo	Brand	Atenolol	Gen.	Tenormin
6 mo	Gen.	Atorvastatin Calcium	Brand	Lipitor
6 mo	Brand	Atrovent	Gen.	Ipratopium Bromide
6 mo	Brand	Avalide	Gen.	Hydrochlorothiazide / Irbesartan
3 mo	Brand	Avandamet	Gen.	Metformin HCl / Rosiglitazone maleate
3 mo	Brand	Avandia	Gen.	Rosiglitazone Maleate
6 mo	Brand	Avapro	Gen.	Ibesartan
1 yr	Brand	Avodart	Gen.	Dustasteride
6 mo	Brand	Axert	Gen.	Almotriptan
1 yr	Brand	Axid	Gen.	Nizatidine
1 yr	Gen.	Azelastine HCl	Brand	Astelin Spray
6 mo	Brand	Azmacort	Gen.	Triamcinolone Acetonide
6 mo	Gen.	Beclamethasone	Brand	Becolvent
6 mo	Gen.	Beclometasone Diapropionate	Brand	Vanceril
6 mo	Brand	Becolvent	Gen.	Beclamethasone
6 mo	Gen.	Benazepril HCl	Brand	Lotensin
6 mo	Gen.	Benazepril HCl / Amlodipine Besylate	Brand	Lotrel
6 mo	Gen.	Benazepril HCl / Hydrochlorothiazide	Brand	Lotensin HCT
6 mo	Brand	Benicar	Gen.	Olmesartan Medoxomil
6 mo	Brand	Bentyl	Gen.	Dicyclomine HCL
1 yr	Brand	Benzamycin	Gen.	Erythromycin / Benzoyl Peroxide
3 mo	Gen.	Benzonate	Brand	Tessalon Perles
1 yr	Gen.	Betamethazone	Brand	Celestone
6 mo	Gen.	Betaxolol HCl	Brand	Keralone
1 yr	Brand	Bidex	Gen.	Guaifenesin

Trinity Clinic Med Refills

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6 mo	Gen.	Bisoprolol Fumarate / HCTZ	Brand	Ziac
6 mo	Brand	Blocadren	Gen.	Timolol Maleate
1 yr	Brand	Boniva	Gen.	Ibandronate Sodium
6 mo	Brand	Brethair	Gen.	Terbutaline
6 mo	Gen.	Bromocriptine Mesylate	Brand	Parlodel
1 yr	Gen.	Budesonide	Brand	Rhinocort
6 mo	Gen.	Budesonide	Brand	Pulmicort
6 mo	Gen.	Bupropion HCl	Brand	Wellbutrin SR
3 mo	Brand	Byetta	Gen.	Exenatide
6 mo	Brand	Calan	Gen.	Verapamil HCl
1 yr	Gen.	Calcitonin	Brand	Miacalcin
6 mo	Gen.	Candesartan Cilexetil	Brand	Atacand
6 mo	Gen.	Candesartan Cilexetil / Hydrochlorothiazide	Brand	Atacand HCT
6 mo	Brand	Capoten	Gen.	Captopril
6 mo	Gen.	Captopril	Brand	Capoten
1 yr	Brand	Carafate	Gen.	Sucralfate
6 mo	Gen.	Carbamazepine	Brand	Tegretol
6 mo	Brand	Cardene	Gen.	Nicardipine HCl
1 yr	Brand	Cardiotex RX	Gen.	Cardiotex RX
1 yr	Gen.	Cardiotex RX	Brand	Cardiotex RX
6 mo	Brand	Cardizem CD	Gen.	Diltazem HCl
6 mo	Brand	Cardura	Gen.	Doxazosin mesylate
6 mo	Gen.	Carvedilol	Brand	Coreg

List continues for several more pages.