



## **ADHD Policy**

Revised December 14, 2016

At Forest Lane Pediatrics, we want to provide excellent care for your children. Unlike other conditions, Attention Hyperactivity Deficit Disorder and its medical treatments requires more attention from our doctors and staff. In order to provide this level of care, please read our policy below.

### **Appointments**

- After the initial evaluation and diagnosis of ADHD, a medication recheck visit should be scheduled in 1 month to discuss how things are going and deal with any immediate problems or concerns. Additional office visits may be necessary until we feel that your child is doing well on the medication prescribed.
- Additional ADHD follow-up evaluations will be scheduled for every 3 months** while on medication. These visits are designed to assess how the child is doing on his/her medication and assess growth and blood pressure. These visits are essential to meet the standard of care for children on ADHD medications set forth by the American Academy of Pediatrics (AAP). At these visits, please bring any pertinent documents such as teacher's evaluations and report cards. We also will have you complete a follow up survey about the medication at these visits.
- If medication changes are made, the provider may want to see your child sooner than the scheduled 3 month interval.
- We require an annual well-care appointment for all children on ADHD medications. At the discretion of the physician, the annual well visit can substitute for one medication follow up appointments. Your child must be current on his or her well-care exams to continue on ADHD medications.

### **Prescription requests**

- Requests for medication refills may be made through the patient portal or by calling our office during regular business hours Monday through Friday.
- If using the portal, please login and go to the medication tab. You should see your current medication and dose listed. Click on the request refill link and follow the appropriate steps. If you are requesting a medication change, please send a request via the messaging system. Be aware that any medication changes may require a sooner follow up appointment. We now send these prescriptions electronically to your pharmacy. Please keep your child's chart updated with your preferred pharmacy. Please confirm that your child's chart lists the pharmacy you want the medication sent to.
- If requesting a refill by phone, please call our office at least 2 business days before the refill of medication is needed. Please leave the child's name, date of birth, medication requested, and location of your pharmacy in the message.

**•Please allow up to 2 business days to refill your prescription. Refills requested on Saturday will not be sent in until the following Monday.**

•Most medications prescribed for ADHD are "scheduled" drugs. This means that they are regulated and monitored by government regulations regarding the prescribing of stimulant medicines. Electronic prescriptions for controlled substances are written for 30 days only; we are not able to write 90 day prescriptions unless special arrangements are made with the doctor.

•Prescriptions need to be filled within 21 days of being written or they will expire. If the family fails to fill these prescriptions we can replace it for a \$10 fee.

**•If a medication refill is requested and your child has not had an evaluation within the last 3 months, you will be asked to schedule a visit. Whether or not a refill is provided prior to the next appointment is at the doctor's discretion.**

•If your child has been off medication for more than 3 months, he/she must be seen by a provider for a follow-up visit before medication will be prescribed.

•If there is an urgent need for a prescription (i.e. needing a same day pick), we can provide that for a \$10 fee.

Updated 12/14/2016 by CM



**ADHD policy acknowledgement**

*(Updated 12/14/2016)*

I \_\_\_\_\_ the parent of \_\_\_\_\_  
have read and understand fully the attached ADHD policy.

Date: \_\_\_/\_\_\_/\_\_\_\_\_

\_\_\_\_\_  
Signature