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As of: November 1, 2003

Dear Patients/Parents:

Due to an increasing number of patients canceling or missing their appointments and then calling in for prescription refill(s), **the office policy is now that prescriptions will only be provided at an appointment.**

There are only two exceptions to this policy:

1. If a medically necessary medication change is needed, or a medically necessary dose change is needed; or
2. If we need to reschedule your appointment and your appointment is moved beyond the time your current prescription is active.

We appreciate your assistance in adhering to this policy. We will ask that you sign this form acknowledging your understanding and agreement to abide by this policy. We welcome any questions you may have. Adhering to this policy will allow me to continue to provide a high level of patient care.

Dated: _____, 20 _____

Patient

Parent or Guardian, if Patient is a Minor