

SHAWNEE MISSION PEDIATRICS  
ADHD MEDICATION PRESCRIPTION POLICY

Stimulant medications have been safely used for the treatment of ADHD for decades. These medications are controlled substances and as a result there are protocols that we have put in place to properly monitor a child who is taking them. We consider our ADHD appointment protocol to be a partnership between parents and your child's primary doctor. As part of this relationship, we want parents to be aware of the following guidelines that we will strictly follow for appointments and medication refills. Additionally, we follow this same protocol for patients that are taking non-stimulant medications.

APPOINTMENTS:

1. The initial ADHD evaluation appointment is generally a consult between parents and your child's provider. It can only be scheduled if the child is current on well child examinations and an evaluation has been performed by a psychologist or by Vanderbilt forms that have been filled out by parents and teachers. A follow up appointment with parents, child, and provider will be scheduled 3-4 weeks after the consultation to discuss progress.
2. Your child is required to have two office visits per year for medication monitoring. These appointments are spaced out to every six months. One visit is your child's routine well child physical and one is medication monitoring. In the first year after diagnosis, your child's doctor may require every three-month visits. It is the parent's responsibility to schedule these appointments.

MEDICATION REFILLS

1. Please contact the office for refills at least seven days before the prescription runs out. If you call on the day that your child's medication is out, your child will likely be without medication for a few days.
2. Only your primary doctor will prescribe stimulant medications for your child. The only exception to this is if your doctor is out of the office for an extended period, in which case the on-call doctor can prescribe but not make any changes to the prescription plan.
3. Medications will only be prescribed Monday through Friday.
4. We can send electronic prescriptions for three months at a time. If your insurance allows 90-day prescriptions, we can accommodate that.
5. Your child must be current on well child and follow up appointments to get prescription refills. If a medication refill is requested and your child has not been seen within in the last six months, you will be asked to schedule an appointment before a refill can be sent. One time, your doctor may choose to send one month of refills and asked you to schedule an appointment. No further refills will be given until the child has been seen by their provider and is current on follow up visits and physicals.
6. From time to time, there is a shortage on stimulant medications. If your pharmacy does not have the prescription that we prescribe electronically, we may ask you to pick up a paper prescription so that you can contact pharmacies to hand deliver the prescription. You can pick it up or provide a self-addressed stamped envelope for us to mail it in. We will not send electronic prescriptions to multiple pharmacies.
7. If you lose a paper prescription, we cannot provide a replacement. Remember stimulants are controlled substances.

MISCELLANEOUS

1. If your child has been off medications for more than six months, he/she will need to be seen by the provider before medication will be prescribed.
2. If your child's medication supply lasts longer than usual due to vacations, illness, weekend breaks, the timing of office visits does not change. Children will still need to be seen every six months per schedule above.

I have read and understand my responsibilities according to the ADHD prescription policy at Shawnee Mission Pediatrics, an affiliate of CMH.

Patient Name/Date of Birth: \_\_\_\_\_  
Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_