

Memo

To: Clinical Staff/Technicians at Bohlman's

From: Sarah Courtney

Date: 11/25/02

Re: "prn" and "use as directed" prescriptions

In order to help ease the frustration of incomplete/nonspecific prescription orders and to better serve our patients, we have two new forms that are being implemented. Specifically, the new forms pertain to 1) prn prescriptions that lack dosage, frequency, or indication and 2) prescriptions with the directions "use as directed" (please see attached).

Prescriptions that meet these criteria will be photocopied under the transparency watermark, "COPY – FOR INFORMATION ONLY", on the respective form. The photocopy then needs to be filled out (i.e. date, prescriber's name, patient's name, patient's birthdate, and staff's signature) and faxed to the prescriber's staff. By doing this, we are hoping to obtain more complete medication directions for an individual prescription order. By continuing to fax these forms out as needed, we are hoping to change the prescribers' habits into writing a more complete/specific prescription order in the first place.

Please help us with this implementation by continuing to save and place all prescriptions regarding this matter in the blue bin. Technicians can then send them out as time allows. Telephone and voicemail prescriptions will continue to be handled by clarifying use with the patient or having a technician call the practitioner back during the prescription filling process, if possible.

Thanks,