



OUTPATIENT PHARMACY

USER MANUAL - SUPPLEMENTAL

Version 7.0
December 1997

(Revised May 2009)

Revision History

Each time this manual is updated, the Title Page lists the new revised date and this page describes the changes. If the Revised Pages column lists “All,” replace the existing manual with the reissued manual. If the Revised Pages column lists individual entries (e.g., 25, 32), either update the existing manual with the Change Pages Document or print the entire new manual.

Date	Revised Pages	Patch Number	Description
05/09	37a-b	PSO*7*305	Notice of Privacy Practice reminder printed on PMI with prescription’s laser labels. (G. Tucker, PM; S. B. Scudder, Tech Writer)
10/07	All	PSO*7*264	Separated Appendices from <i>Outpatient Pharmacy V. 7.0 User Manual</i> , and created this new document. (E. Williamson, PM; S. Krakosky, Tech Writer)

(This page included for two-sided copying.)

Refill Narrative Section

OPPATIENT, ONE 9955 FEB 2, 2005

Please use the toll free automated refill system to request a refill of your prescriptions. Simply dial 1-800-555-6331 and follow the instructions. Have your FULL social security number and prescription number(s) ready.

This system is available 24 hours a day, 7 days a week. Calling during off peak hours (after 5PM) may allow you to use the system more quickly.

Please contact your VA provider for any non-refillable prescriptions if needed.

You may choose to use the option of mailing the enclosed refill request of each refillable prescription to the pharmacy using the label provided.

NOTE Medications to be picked up at the pharmacy window MUST be requested in person.

- In the Refill Narrative section, the first seven lines print when there are more than seven lines from the original text. However, it could appear that more than seven lines are printing when the text wraps for a particular line.
- When the Refill Narrative section contains no narrative, then the heading does not print.

Copay Narrative Section

OPPATIENT, ONE 9955 FEB 2, 2005

This is a copay prescription.

- In the Copay Narrative section, the first seven lines print when there are more than seven lines from the original text. However, it could appear that more than seven lines are printing when the text wraps for a particular line.
- When the Copay Narrative section contains no narrative, then the heading does not print.

Privacy Notification Narrative Section

When the labels are printed for a patient's prescriptions, the following narrative will be printed on the trailer page in either English or Spanish, depending on the patient's language preference.

The English version reads as follows.

The VA Notice of Privacy Practices, IB 10-163, which outlines your privacy rights, is available online at <http://www1.va.gov/Health/> or you may obtain a copy by writing the VHA Privacy Office (19F2), 810 Vermont Avenue NW, Washington DC 20420.

The Spanish language translation for the Privacy Notification reads as follows.

La Notificacion relacionada con las Politicas de Privacidad del Departamento de Asuntos del Veterano, IB-10-163, contiene los detalles acerca de sus derechos de privacidad y esta disponible electronicamente en la siguiente direccion: <http://www1.va.gov/Health/>. Usted tambien puede conseguir una copia escribiendo a la Oficina de Privacidad del Departamento de Asuntos de Salud del Veterano, (19F2), 810 Vermont Avenue NW, Washington, DC 20420.

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Multi-Rx Refill Document Section

The Multi-Rx Refill Document section includes the Patient Instruction section and the Multi-Rx Refill Request Form.

Patient Instruction Section

Use the adhesive label above to mail prescription documents to your pharmacy.

- There were no changes to this section.

Multi-Rx Refill Request Form Section

OPPATIENT, ONE 9955

Please check prescriptions to be refilled, sign the form, then mail or return to your pharmacy.

____ ALLEGRA 60MG TABS
REFILLS 10 Exp 12/13/2005 Rx# 100002470


____ WELLBUTRIN XL 300MG TABS
REFILLS 2 Exp 06/16/2005 Rx# 100002351


____ CAPTOPRIL 100MG TABS
REFILLS 3 Exp 02/02/2006 Rx# 100002278


Patient's Signature & Date 514 FEB 2, 2005

- When the Multi-Rx Refill section is blank, indicating the patient does not have any refillable prescriptions, the SITE NUMBER field of the OUTPATIENT SITE file prints on the bottom of the section and is right-justified.