I. PURPOSE

To establish policies and procedures for complying with state regulations concerning physician's orders for medications which are required to be an integral part of the consumer's record.

II. PROCEDURE

A. The yellow physician order sheet (medication record) is placed immediately under the blue service plan summary on the left hand side of the consumer's chart.

B. In this manner, each time the physician makes an entry on the medication sheet the change automatically becomes part of the service plan.

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Dear Patient:

Please be aware that in all cases in which medication is prescribed, especially psychotropic medications, it is essential that you be in good physical condition and/or that there are no contraindications for your taking the medication as prescribed.

If psychotropic medication is prescribed, and you have not had a physical examination and appropriate laboratory work within the last year, please schedule one as soon as possible. I will be glad to consult with your physician so that he/she may be made aware of what medication(s) are being considered or prescribed.

_____________________________________________ Date:____________________
Physician's Signature

_____________________________________________ Date:____________________
Patient's Signature