



# COLUMBIA PSYCHIATRY

## Medication Policy

- To maintain active patient status, you must have seen one of our providers within the last twelve months. Follow up appointments are dependent upon your progress and functioning as well as the type of medication being prescribed.
- Medication is only part of your treatment, and other services or forms of treatment may be required. You are expected to follow through with referrals and participate in the recommended services, which may include counseling or therapy, medical assessments, drug screenings, other laboratory requests, and EKG requests.
- Prior to starting a medication you will be informed of the reason for prescribing, the benefits expected, and the potential risks or side effects of its use. If you do not fully understand the information communicated to you about your medication, please ask for clarification prior to starting the medication. When starting a medication, or when there is a dosage change, you will be given detailed instructions on how to take your medication, including the prescription dose, frequency, route, and duration.
- Finding the right medication for you will take some time and is often done through trial and error. Appropriate time will need to be given for each dose of medication so that the efficacy and safety of that specific dose can be fully assessed. This will allow for better avoidance of adverse side effects.
- Medication changes, such as an increase in dose or start of a new medication, will only be discussed and decided upon during your appointment time. Medication changes will not be made over the phone or via email.
- You must take your medication as prescribed. You will not make any changes to the dose, frequency, route, or duration of your medication. Certain medications require a taper schedule to be discontinued safely; please do not stop any of your medications without prior approval and specific instructions from your provider.
- When requesting prescription refills, please provide a 72 business hour notice to ensure consistent and continued medication treatment. Prescription refills through mail order require a 14 day notice. Authorization of a prescription refill request is only provided if you are due for a refill, as indicated in your patient chart and confirmed by your pharmacy. Appointment times should be used to obtain your prescription refills; refills can only be obtained during regular office hours and do not constitute an emergency or crisis situation. You are required to attend regularly scheduled follow up appointments



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to be eligible for prescription refills; refills will not be provided if you are overdue for an appointment.

- Please do not share your medication with anyone else or take anyone else's medication. You should not take any prescription medication, yours or otherwise, that are not currently prescribed to you. The office must be informed of all medications you are taking, and you should continuously update that information if anything changes.
- It is important to know that use of illegal or street drugs, and alcohol, may impact your mental health, your progress and functioning, and the effectiveness of your medication. Drug screenings may be requested to confirm that you are only taking your prescribed medications.