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## Medication Refill Policy

*Please read and initial next to each of the following policies in regard to the Medication Refill Policy*

\_\_\_\_\_ You are required to give a notification 2 business days prior to needing a refill.

\_\_\_\_\_ You should call the pharmacy to ensure that you do not have refills **PRIOR** to calling to request a refill.

\_\_\_\_\_ If refills are not available, please request the pharmacy to fax a refill request to our office.

\_\_\_\_\_ If your medication is a controlled substance and must be hand delivered to the pharmacy, the pharmacist will request that you call our office directly.

\_\_\_\_\_ If you wait until you are out of medication, you will likely be out of medication until your refill can be processed.

\_\_\_\_\_ Requests for refills after 12:00pm on Friday will not be processed until the following business day.

Client Signature \_\_\_\_\_

Date \_\_\_\_\_