

Please fax back back to: 713-973-0805

DESTINATION (Required): _____ **Length of Stay:** _____ **Departure Date:** _____

MEDICATIONS/KIT/SUPPLY REQUESTED:

Name: _____ **AGE:** _____ **MEDKIT:** _____ Basic _____ Full _____

Height: _____ **Weight:** _____ **DOB:** _____

Address: _____

Phone: _____

E-mail: _____

Company: _____

Cost Center/PO/SAP# _____

(Global Santa Fe Employees must indicate Cost Center & SAP #)

PATIENT INFORMATION UPDATE:

NEW MEDICAL PROBLEMS: _____

CURRENT MEDICATIONS: _____

ALLERGIES: _____ N _____ Y

CHRONIC DISORDERS: _____

MEDICATION DELIVERY/PICK-UP

Refill Charge

Today's Date: _____ Time: _____

___ Client Using ABx Pharmacy _____ \$45.00

___ Own Pharmacy: _____ \$60.00

(name/phone)

___ Client **picking up** meds **here:** Date: _____ Time: _____

___ Deliver ** meds to: _____

_____ Date: _____ Time: _____

****Delivery Charge depends on destination**

___ Bill Client (traveler)

___ Bill Company: _____

***CONTROLLED SUBSTANCES REPORT**

Pharmacy: _____

Staff Name

Last Refill Refills/Yr Last OV

MED: _____

MED: _____

MED: _____

PHYSICIAN VISIT SECTION

Date _____

Discussed with patient,

___ Sleep med ___ Pain med (proper use)

___ Other: _____

For Internal Use Only:

Non-MD Staff: MAKE SURE ABOVE TRIP DEPARTURE DATE IS COMPLETED BEFORE GIVING TO M.D

How soon does patient need refill? _____ **URGENT?** _____

Last OV: _____ Last Filled _____ No. Times Refilled Past Yr. _____ Avg. Amt./Refill _____

Outstanding Balance \$: Patient _____ Company _____

Business Staff: Given above BALANCE, OK to refill med ___ Y ___ N, **OR** have patient settle balance ___ Y ___ N

If patient using ABx Pharmacy, should we give med prior to settling Outstanding Balance? ___ Y ___ N

Comments: _____

MD Section: See above Business Staff Section **Refill?** Y _____ N _____ Amt: # _____ d _____ wk _____ mo

MUST MAKE APPT: _____ Pre-Rx: _____ Pre-Further Refills: _____ **M.D. Initials:** _____ **Date:** _____

If **REFILL** answer is **NO** (Business or Pharm/Nursing Staff), **write comments or discuss** with physician.

Rx Denied ___ Y ___ N Reason: _____

Nursing: Reviewed By: _____ If Rx denied, CONTACTED: _____ PATIENT _____ COMPANY _____

Was a copy of request given to Pharmacist? _____ Y _____ N, Rx called in to: _____

Chart Reviewed By: _____ Fee for chart review submitted: _____ Y ___ N

Request filed in Chart: ___ Y ___ N **FILLED** By: _____

COMMENTS:

___ Provide **Return Office Visit Form** to Physician

___ Record in **IMC TRACKING LEDGER**

under Refills _____ **Initials** (done)

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